

**MINUTES**  
HOPEWELL TOWNSHIP COMMITTEE  
REGULAR MONTHLY MEETING  
February 15, 2018

Approved  
3/1/2018

Flag Salute

Sunshine Statement:

In compliance with the 'Open Public Meetings Act' this meeting was duly advertised by a notice to The Daily Journal, sent on January 3, 2018. A notice was placed on the Municipal Office bulletin board as of the same date.

Roll Call: Township Committee: Hankins, Freitag, Facemyer, Ritter, Shoemaker; Others: Lois Yarrington Clerk/Administrator, Matt Ritter, Solicitor, T. Henry Ritter, Solicitor, Mike Garcia, Auditor, Neil Young, CFO/Treasurer, Dave Schoch, HSCFD.

**Budget Workshop**

Mike Garcia and Neil Young reviewed the budget as prepared with amounts provided by the Administrator and CFO. Mr. Garcia reviewed the sewer utility budget first. He indicated that an increase in the sewer rates would be necessary for next year (2019). The system is aging and numerous repairs have been needed over the last few years. The Clerk will make a note to have an ordinance on the agenda by the end of the summer. Mr. Garcia stated that changes would need to be made to the operating budget. As originally prepared, it is about \$32,000 over the Cap. The tax collection rate was down 1% in 2017 and there was a large tax appeal that was refunded. These 2 items lowered the amount of surplus available to be used for the 2018 budget. After all revenues and appropriations were reviewed, the Committee was able to make changes to be under the Cap. Mr. Garcia will revise the budget document and forward it to the Clerk.

**\*Approval of Minutes**

A motion was made by Mrs. Freitag to approve the minutes from of 2/1/2018 Regular Meeting & Closed Session. The motion was seconded by Mr. Ritter and approved 5-0.

**\*DEPARTMENT & COMMITTEE REPORTS**

**Administrator/Clerk:**

- Walk thru with Capital Contractors (Janitorial Service for Sr. Center) scheduled for Friday 2/16 @ 2pm.
- John started on Monday. Everything is going smoothly.
- Farm ground lease bid advertisement was in the Daily Journal today and will run again on 2/22.

**Assessor:**

- Listing of Accumulative Usable Sales is in your packet

**Code Enforcement:**

- Landlords have begun submitting their Registration forms.
- Report is included in your packet

**Convenience Center:**

- CCIA Hazardous Waste Days are April 21, June 9, and September 8

**Dog Registrar:**

- 155 licenses have been issued as of February 14, 2018
- The 2018 Rabies Clinic is scheduled for March 24<sup>th</sup> from 1pm-3pm.

**Economic Development Committee:**

- 2018 Reorganization meeting was held Monday February 12<sup>th</sup>.

**Fire Official:**

- More Billing has been sent out and payments have been submitted.

**Land Use Board (Planning/ Zoning): (Shoemaker/Ritter):**

- The next meeting is scheduled for February 21<sup>st</sup>.

**Public Works/Road: (Shoemaker):**

- Training was completed for the side arm mower. There is an issue with the location of the control joystick for the mower, it has not been accepted for use.

**Tax & Sewer Collector:**

- January 2018 Cash Book Report (\$636,375.04 tax incl. interest and \$75,251.54 sewer incl. interest).
- Notices have been sent for properties with outstanding taxes for 2017 for the Tax Sale to be held on March 27<sup>th</sup>.

**Treasurer's Report**

A motion was made by Mr. Ritter to accept the Treasurer's Report dated 2/11/2018 as presented. The motion was seconded by Mr. Facemyer and approved 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)*

Dave Schoch was present to inquire about the purchasing of the Ford F-250 for the Fire Department. Mayor Hankins let him know that we are working on the budget and it is on the radar.

**OLD BUSINESS:**

SPCA Shared Services Agreement Update-Next meeting scheduled for 2/20 @ 5:30pm

2018 proposal received from the SPCA

*Discussion was held. A motion was made by Mr. Facemyer to authorize Mayor Hankins to sign the contract after the meeting scheduled for February 20<sup>th</sup> with the other municipalities. The motion was seconded by Mr. Ritter.*

*Mr. Facemyer asked that we move ahead in the agenda to Resolution 18-25 for the Budget Introduction. Mayor Hankins agreed.*

**\*Resolution 18-25-2018 Budget Introduction**

**HOPEWELL TOWNSHIP  
CUMBERLAND COUNTY, STATE OF NJ  
RESOLUTION 18-25  
2018 BUDGET**

**WHEREAS**, New Jersey State Statute N.J.S.A.40A:4-5 provides for the introduction and approval of a yearly budget for all municipalities; and,

**WHEREAS**, the Hopewell Township Municipal Budget is being introduced on February 15, 2018; and

**WHEREAS**, the Municipal Auditor and Municipal Finance Officer certifies that the approved Budget annexed hereto and hereby made a part is an exact copy of the original on file with the clerk of the Governing Body, that all additions are correct, all statements contained herein are in proof, and the total of anticipated revenues equals the total of appropriations; and

**WHEREAS**, at least one week prior to the date of public hearing, March 15, 2018, a complete copy of the budget will be made available on the Township web-page and at the Hopewell Township Municipal building for public inspection.

**THEREFORE BE IT RESOLVED**, that advertisement of the Budget will be at least ten days before a public hearing held at the Township Municipal Building, 590 Shiloh Pike Bridgeton, NJ at 6:30 pm. This hearing is in compliance with N.J.A.C. 5:30-1.12, being at least 28 days after introduction of the Budget.

	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Bruce R. Hankins			X			
Paul Ritter III			X			
Greg Facemyer	X		X			
Robin Freitag		X	X			
Joseph Shoemaker			X			

**NEW BUSINESS:**

**Ordinances**

**Public Hearing, 2<sup>nd</sup> Reading & Adoption**

**18-02-Amendment to 2017 Salary Ordinance** *A motion was made by Mr. Facemyer to open the public hearing for Ordinance 18-02. The motion was seconded by Mr. Shoemaker. Hearing no comment from the public, a motion was made by Mr. Facemyer to close the public hearing. The motion was seconded by Mr. Ritter.*

**HOPEWELL TOWNSHIP  
ORDINANCE 18-02  
AMENDMENT OF ORDINANCE 17-07  
2017 SALARY ORDINANCE**

**BE IT ORDAINED** by the Township Committee of the Township of Hopewell, County of Cumberland and State of New Jersey, that the following salaries and wages be amended effective February 12, 2018:

**Remove:**

Deputy Administrator \$37,740.00

**Add:**

Administrative Assistant \$30,500.00

Deputy Registrar\* \$ 1,000.00

\*Upon Completion of CMR

	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Bruce R. Hankins			X			
Paul Ritter III		X	X			
Greg Facemyer			X			
Robin Freitag			X			
Joseph Shoemaker	X		X			

Introduction

18-03-Authorizing Lease of Township owned Farm Ground

**TOWNSHIP OF HOPEWELL  
ORDINANCE 18-03**

**AN ORDINANCE OF THE TOWNSHIP OF HOPEWELL, CUMBERLAND COUNTY,  
AUTHORIZING THE LEASE OF TOWNSHIP OWNED FARMLAND NOT CURRENTLY  
NEEDED FOR PUBLIC USE**

**WHEREAS** the Township of Hopewell, Cumberland County, is the owner of certain farmlands located within the Township; and

**WHEREAS** the aforementioned farmlands are not presently needed for Township use; and

**WHEREAS** the Township Committee of the Township of Hopewell has determined that the Leasing of the Township owned farmland, for continued agricultural use, is in the best interest of the Township;

**NOW THEREFORE BE IT ORDAINED** by the Township Committee of the Township of Hopewell that the Township is hereby authorized to advertise for lease, pursuant to the New Jersey Local Lands and Buildings Law, N.J.S.A. 40A:12-1, *et. seq.*, any Township owned farmland which is not presently needed for Township use, including, without limitation, the Barretts Run Hopewell Park tract.

**BE IT FURTHER ORDAINED** This Ordinance shall take effect immediately upon final passage, and Notice of adoption shall be published as provided by law.

	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Bruce R. Hankins			X			
Paul Ritter III		X	X			
Greg Facemyer			X			
Robin Freitag			X			
Joseph Shoemaker	X		X			

18-04-CAP Ordinance

**HOPEWELL TOWNSHIP  
ORDINANCE 18-04**

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO  
ESTABLISH A CAP BANK  
(N.J.S.A. 40A: 4-45.14)**

**WHEREAS**, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year’s final appropriations, subject to certain exceptions; and,

**WHEREAS**, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

**WHEREAS**, the Township Committee of Hopewell Township in the County of Cumberland finds it advisable and necessary to increase its CY 2018 budget by up to 3.5% over the previous year’s final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

**WHEREAS**, the Hopewell Township Committee hereby determines that a 3.5 % increase in the budget for said year, amounting to \$14,041.69 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

**WHEREAS**, the Hopewell Township Committee hereby determines that any amount authorized herein above that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW, THEREFORE, BE IT ORDAINED**, by the Township Committee of the Township of Hopewell, in the County of Cumberland, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2018 budget year, the final appropriations of the Township of Hopewell shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5 %, amounting to \$49,145.92, and that the CY 2018 municipal budget for the Township of Hopewell be approved and adopted in accordance with this ordinance; and,

**BE IT FURTHER ORDAINED**, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT

Bruce R. Hankins			X			
Paul Ritter III			X			
Greg Facemyer	X		X			
Robin Freitag			X			
Joseph Shoemaker		X	X			

**Ordinance 18-05-2018 Salary Ordinance**

A motion was made by Mr. Facemyer to introduce the 2018 Salary Ordinance by title only in accordance with the spreadsheet distributed. The motion was seconded by Mr. Shoemaker followed by a unanimous roll call vote.

**Ordinance 18-06-Bond Ordinance in the Amount of \$250,000 for the Purpose of Acquiring B63 L3.**

A motion was made by Mr. Facemyer to introduce the Bond Ordinance by title only. The motion was seconded by Mr. Ritter followed by a Unanimous roll call vote.

**Resolutions-**

**\*Resolution 18-24-**Request the Land Use Board to Review a Non Condemnation Redevelopment Zone Expansion

**TOWNSHIP OF HOPEWELL**

**RESOLUTION 18-24**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF HOPEWELL AUTHORIZING THE PLANNING BOARD TO CONDUCT A PRELIMINARY INVESTIGATION TO ESTABLISH AN AREA IN NEED OF REDEVELOPMENT ON THE HOPEWELL BUSINESS PARK AND TO AUTHORIZE THE AMENDMENT OF THE REDEVELOPMENT PLAN SHOULD THE INVESTIGATION AND TOWNSHIP COMMITTEE DETERMINE REDEVELOPMENT ELIGIBILITY**

**WHEREAS**, *N.J.S.A.* 40A:12A-6 authorizes the governing body of any municipality by resolution to direct its Planning Board to conduct a preliminary investigation to determine whether an area or areas of the municipality qualify to be designated a redevelopment area; and

**WHEREAS**, the Township Committee of the Township of Hopewell, County of Cumberland, State of New Jersey, deems it to be in the best interest of the municipality to so direct the Hopewell Township Planning Board to conduct a preliminary investigation of the geographic area designated as Block 63, Lot 3 on the official tax assessment plates 16 of the municipality (hereafter "Study Area") and as depicted on the accompanying Study Area Map; and

**WHEREAS**, pursuant to P.L. 2013, Ch. 159, the Township Committee of the Township of Hopewell has deemed that the Study Area shall be investigated as a "Non-Condemnation Redevelopment Area" by the Planning Board.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Hopewell, County of Cumberland, State of New Jersey, that:

The Planning Board of the Township of Hopewell is hereby directed to conduct a preliminary investigation pursuant to *N.J.S.A.* 40A:12A-4.b and -6 to determine whether the Study Area, following public notice and hearing, meets the eligibility criteria for a redevelopment area pursuant to *N.J.S.A.* 40A:12A-5;

The Township Planner is hereby directed to assist the Planning Board in conducting the preliminary investigation; and

The preliminary investigation shall be submitted to the Township Committee for its review in determining whether or not to designate the Study Area as an Area in Need of Redevelopment in accordance with the provisions of *N.J.S.A.* 40A:12A-1 *et seq.* in the form of a resolution and supporting documentation.

In the event that the Planning Board concludes that the Study Area satisfies the statutory criteria for designation as an Area in Need of Redevelopment and the Township Committee adopts a resolution accepting such findings from the Planning Board, then the Planning Board shall be authorized to amend and recommend a Redevelopment Plan for the area in accordance with *N.J.S.A.* 40A:12A-7.

	<b>MOVED</b>	<b>SECONDED</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Bruce R. Hankins			X			
Paul Ritter III	X		X			
Greg Facemyer			X			
Robin Freitag		X	X			
Joseph Shoemaker			X			

**\*Approval of bills:** A bill listed dated 2/11/2018 prepared by Treasurer Young was provided. Mr. Ritter made a motion to approve the bill list totaling **\$690,693.60** (including payroll) seconded by Mr. Facemyer and approved 5-0.

**Discussion Item #1-**Nazarene Acres Christian School requested road closure for a portion of Old Stage Coach Road as part of their 5K fund raiser on 4/14/18 from 9:30am-10:30am *A motion was made by Mrs. Freitag, seconded by Mr. Facemyer and approved 5-0 to approve the road closure request.*

**Discussion Item #2-**The Southwest Council Invitation for event on 2/22 on legalization of marijuana *Discussion was held. The Committee did not feel it was necessary to have anyone attend.*

**Discussion Item #3**-Clean Communities-Boy Scout Troop 1 for 2 Road Side Clean Ups-Dates to be determined *A motion was made by Mr. Ritter, seconded by Mrs. Freitag and approved 3-0 (Mr. Hankins and Mr. Shoemaker abstained) to approve the request.*

**Discussion Item #4**-Tax Abatements in the Redevelopment Area-*Discussion was held during the Budget Workshop*

**Discussion Item #5**-Fire Truck Payment Agreement with Stow Creek *A motion was made by Mr. Facemyer, seconded by Mr. Ritter and approved 5-0 to authorize the Mayor to execute the repayment agreement.*

**CDC:** (Hankins)- The SPCA proposals were discussed.

**Solicitor's Report**-Mr. Ritter requested permission to draft an amendment to the Development ordinance to add banquet facilities as permitted uses in the schedule of district regulations for the HC & HCB zones. It is listed in the definitions as being a permitted use, however it is not in the schedule of district regulations.

Mr. Ritter advised that Banquet Facilities and Agriculture should be added to the redevelopment plan. He also commented on recent changes to what can be required to be bonded as part of site plan approvals.

**Executive Session-Resolution 18-26** Personnel-Part Time Assistant at the Convenience Center @7:26 pm.

**Hopewell Township  
Executive Session  
Resolution 18-26**

**WHEREAS**, Section 8 of the Open Public Meetings Act, (N.J.S.A. 10:4-12 (b) (1-9), Chapter 231, P.L. 1975, permits the exclusion of the Public from a meeting under certain circumstances; and

**WHEREAS**, the Township Committee of the Township of Hopewell is of the opinion that such circumstances do exist;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hopewell, in the County of Cumberland, State of New Jersey as follows:

1. The public shall be excluded from discussion of and action upon the hereinafter specified subject matters.
2. The general nature of the subject matters to be discussed are **Personnel-Part Time Assistant at the Convenience Center**;
3. The Township Committee may take official action on the items discussed in Executive Session upon completion of the executive session.
4. The minutes of the discussion shall be made available to the public as soon as the matters under discussion are no longer of a confidential or sensitive nature.
5. This resolution shall take effect immediately.

*A motion was made by Mr. Shoemaker to return to open session at 7:42 pm. The motion was seconded by Mrs. Freitag and approved 5-0.*

A motion was made by Mr. Facemyer to approve the request from William Goff to rescind his previously submitted letter of resignation and reinstate him at \$12.00/hour as Convenience Center Assistant. The motion was seconded by Mr. Shoemaker and approved 5-0.

A motion was made by Mr. Facemyer to authorize the Mayor and Clerk to sign the Memorandum of Understanding with DaVita. The motion was seconded by Mrs. Freitag and approved 5-0.

**ADJOURN**

There being no additional business, a motion was made by Mr. Facemyer to adjourn at 7:45 pm. The motion was seconded by Mr. Ritter and approved 5-0.

**NEXT SCHEDULED MEETING:** March 1, 2018 @ 6:30pm

**Lois A. Yarrington, Township Clerk**  
cc: Committee,  
Township Bulletin Bd.,  
Sol. Matthew Ritter  
Sol. T. H. Ritter