

MINUTES
HOPEWELL TOWNSHIP COMMITTEE
REGULAR MONTHLY MEETING
March 15, 2018

Approved
4/19/18

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, Joe McMahan, Resident, Glen Logan, Resident, Al Caggiano, Resident, Gary VanMeter, OEM Coordinator.

***Approval of Minutes** of 3/1/18 Regular Meeting & Closed Session

A motion was made by Mr. Facemyer to approve the minutes from of 3/1/2018 Regular Meeting & Closed Session. The motion was seconded by Mr. Shoemaker and approved 4-0, Abstain 1 (Mr. Ritter).

Public Hearing & Adoption for 2018 Budget

Mr. Garcia reviewed the Budget. The local purpose tax rate will increase 9/10th of 1 penny for an increase of \$9/\$100,000 assessed value. This year we are able to do a self-examination of the budget. A motion was made by Mr. Facemyer, seconded by Mrs. Freitag to open the public hearing for the 2018 Budget. Mr. Caggiano inquired about the amount that could be banked for use in a later year. Mr. Garcia explained that this year the Township is \$116,000 below the spending cap, which will be banked for use within 3 years. Hearing no additional comments from the public, a motion was made by Mr. Shoemaker, seconded by Mr. Ritter to close the public hearing. Discussion was held among the Committee members regarding State aid remaining flat for the last 10 years.

Resolution 18-30-Self Examination of the Budget

**HOPEWELL TOWNSHIP
RESOLUTION 18-30
COUNTY OF CUMBERLAND
STATE OF NEW JERSEY**

Resolution to Perform Self Examination of the 2018 Municipal Budget

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the **Township of Hopewell** has been declared eligible to participate in the program by the Division of Local government Services, and the Chief Financial officer has determined that the local government meets the necessary conditions to participate in the program for the 2018 budget year.

NOW THEREFORE BE IT RESOLVED by the governing body of the **Township of Hopewell** that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:

- a. Payment of interest and debt redemption charges
- b. Deferred charges and statutory expenditures
- c. Cash deficit of preceding year
- d. Reserve for uncollected taxes
- e. Other reserves and non-disbursement items
- f. Any inclusions of amounts required for school purposes.

2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).

3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.

4. That pursuant to the Local Budget Law:

- a. All estimates of revenue are reasonable, accurate and correctly stated,
- b. Items of appropriation are properly set forth
- c. In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.

5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.

6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

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

Resolution 18-25-Budget Adoption

**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.

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

***DEPARTMENT & COMMITTEE REPORTS**

Administrator/Clerk:

- The annual Right To Know survey has been completed and submitted
- Contacted Comcast to send Tax Exempt information for all Township accounts to have sales tax removed from monthly bills
- Insurance check was received on 3/5 for items stolen. We received total replacement costs for all items less the \$2,500 deductible
- Rowan Geo Lab Mapping project meeting is scheduled on March 20th at 4pm.
- Full payment & signed lease have been received for the Farmland Lease.

Bostwick Lake Commission (Facemyer):

- Next meeting is Scheduled for 3/19 @ 5:30 pm at Upper Deerfield Senior Center
- *Upper Deerfield tabled the discussion regarding the irrigation pumps at their last meeting until their meeting occurring tonight.*

Construction:

- February Permit Fees—28 new permits issued—total fees collected \$2,948.00

Dog Registrar:

- 235 licenses have been issued as of March 15, 2018
- Reminder Notices have been mailed.
- The 2018 Rabies Clinic is scheduled for March 24th from 1pm-3pm.

Economic Development Committee:

- Meeting scheduled with representatives from DaVita on 3/20 at 2pm

Emergency Management:

- Windshield replaced in the OEM vehicle due to damage from an accident that occurred on 3/2. Replacement of the passenger side mirror will be scheduled with the CCIA.

Environmental Commission:

- Next Meeting is scheduled for April 4th

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

- The next meeting is scheduled for March 21st.

Public Works/Road: (Shoemaker):

- Fabricated temporary roller plates for side arm. Permanent ones have been ordered.
- Side arm is in service.
- Quotes were requested from 3 contractors for repairs to the back wall of the building. Dan Gedral was the only quote received in the amount of \$4,800.00 *A motion was made by Mr. Ritter to authorize the repair of the back wall of the municipal building as quoted. The motion was seconded by Mrs. Freitag and approved 5-0.*
- A temporary patch was installed to patch a leak in the roof over the men's restroom. Dan Gedral had previously repaired this area of the roof and will return to fix this under warranty.
- Quotes were requested for the controller upgrade/replacement at the Pau Len Pump Station. 2 Quotes received-Willier \$7,000, Deltronics \$6,624.10. *A motion was made by Mr. Shoemaker to authorize the repairs to the Pau Len pump station and request an itemized quote from Deltronics for an amount not to exceed \$7,000. The motion was seconded by Mr. Facemyer and approved 5-0.*

Tax & Sewer Collector:

- February 2018 Cash Book Report (\$1,533,804.69 tax incl. interest and \$102,539.10 sewer incl. interest).

Senior Center: (Freitag):

- The Research Club has a meeting scheduled for March 27th at the Senior Center. Their regular meeting time extends passed the closing time of the Center. They have requested to have Linda Ward be able to close the Center since she is regular substitute. If Linda is permitted to close the Center, they may request to hold all of their meetings at the Senior Center. *Solicitor T. Ritter gave an explanation of what the Research Club is. Discussion was held regarding groups using the Senior Center after regular operating hours. A motion was made by Mr. Facemyer to allow the Research Club to use the Senior Center for their meeting during regular operating hours only. The motion was seconded by Mrs. Freitag and approved 5-0.*
- An Update from Jean is included in your packet

***Approval of bills:** A bill listed dated 3/11/2018 prepared by Treasurer Young was provided. Mr. Ritter made a motion to approve the bill list totaling **\$526,563.65** (including payroll & Hankins bill) seconded by Mr. Facemyer and approved 5-0 with Mayor Hankins abstaining for the Hankins bill.

***Treasurer's Report**

A motion was made by Mr. Ritter to accept the Treasurer's Report dated 3/11/2018 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)*

A motion was made by Mrs. Freitag, seconded by Mr. Shoemaker to open the meeting for public comment at 7:02pm.

Joe McMahon, 205 River Road, spoke about the Use variance application scheduled to come before the Land Use Board. He suggested more chairs be added due to the response he feels this application will receive. He stated that it is close to the time for him to begin using his motor home and requested that overhead trees on River Road be trimmed to avoid the top of his motor home being damaged. He submitted an OPRA request for violations written by the Code Enforcement Officer. He does not feel that 5 violations in a one month period of time are enough. He thinks the Code Enforcement officer should be doing more. He questioned the amount of cameras and alarm systems for the municipal building after the recent break in and theft of public works lawn equipment. His group Citizens for a Brighter Cleaner Hopewell Township have completed one road side clean up on River Road and will be completing a second one the following weekend. He would like to purchase tarps to distribute at the convenience center to encourage residents to cover their loads while transporting them. He also requested that a new sign be purchased to remind residents of the regulations for covering their load while transporting. Mayor Hankins thanked him for his comments at 7:12pm.

Glen Logan, Roadstown Road, stated his concerns with a rental property next to his. His neighbor's yard contains a broken swing set and other items that he considers junk. He stated that the properties in that kind of condition are driving the real estate values down in Hopewell. He asked that the Township lean on landlords to make them keep their properties in better condition. He also questioned whether or not the septic system would hold for the number of residents in the rental property.

There being no additional comments from the public, a motion was made by Mr. Shoemaker, seconded by Mr. Ritter to close the public portion of the meeting at 7:20pm.

OLD BUSINESS:

NEW BUSINESS:

Ordinances

Public Hearing, 2nd Reading & Adoption

18-07-Capital Ordinance for Engineering for Resurfacing of Homestead Place *A motion was made by Mr. Shoemaker to open the public hearing for Ordinance 18-07. The motion was seconded by Mr. Facemyer. Hearing no comment from the public, a motion was made by Mr. Shoemaker to close the public hearing. The motion was seconded by Mr. Ritter.*

**HOPEWELL TOWNSHIP
ORDINANCE 18-07
A CAPITAL ORDINANCE PROVIDING FOR IMPROVEMENTS TO
HOMESTEAD PLACE BETWEEN WEST PARK DRIVE AND SHADY BROOK
LANE AND APPROPRIATING THEREFOR THE AMOUNT OF \$31,800
FROM THE CAPITAL IMPROVEMENT FUND**

BE IT ORDAINED by the Township Committee of the Township of Hopewell, County of Cumberland, New Jersey (not less than two-thirds of all the members thereof affirmatively concurring) as follows:

Section 1. The improvements and acquisitions described in Section 2 of this Ordinance are hereby authorized to be made by the Township of Hopewell, County of Cumberland, New Jersey and there is hereby appropriated the sum of Thirty-One Thousand Eight Hundred (\$31,800.00) Dollars from the Capital Improvement Fund, said amount now being available therefor in the General Capital Account of the Township of Hopewell.

Section 2. The improvement hereby authorized is the resurfacing of Homestead Place between West Park Drive and Shady Brook Lane.

Section 3. The said purposes described in Section 2 of this Ordinance are not current expenses and are improvements which the Township may lawfully make, under the provisions of N.J.S.A. 40A:2-1, *et. seq.* (Local Bond Law).

Section 4. This Ordinance shall take effect following its advertisement, public hearing and adoption in accordance with the requirements of law.

Roll Call Vote Adoption:

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

Introduction

18-08-Capital Ordinance for the Purchase of 2 Vehicles (2nd Reading & Public Hearing Scheduled 4/19)

**Hopewell Township
Cumberland County
State of New Jersey
Ordinance 18-08**

A CAPITAL ORDINANCE PROVIDING FOR THE ACQUISITION OF A 4 WHEEL DRIVE PICK-UP TRUCK AND 4 WHEEL DRIVE FULL SIZE SPORT UTILITY VEHICLE AND APPROPRIATING THEREFOR THE AMOUNT OF \$72,000 FROM THE CAPITAL IMPROVEMENT FUND

BE IT ORDAINED by the Township Committee of the Township of Hopewell, County of Cumberland, New Jersey (not less than two-thirds of all the members therefor affirmatively concurring) as follows:

Section 1. The acquisitions described in Section 2 of this Ordinance are hereby authorized to be made by the Township of Hopewell, County of Cumberland, New Jersey and there is hereby appropriated the sum of Seventy-Two Thousand (\$72,000) Dollars from the Capital Improvement Fund, said amount now being available therefor in the General Capital Account of the Township of Hopewell.

Section 2. The acquisitions hereby authorized are:

- (a) Acquisition of one (1) 4 wheel drive pick-up truck, together with all equipment, work and materials necessary therefor or incidental thereto.
- (b) Acquisition of one (1) 4 wheel drive full size sport utility vehicle, together with all equipment, work and materials necessary therefor or incidental thereto.

Section 3. The said purposes described in Section 2 of this Ordinance are not current expenses and are improvements which the Township may lawfully make, under the provisions of N.J.S.A. 40A:2-1 *et. seq.* (Local Bond Law).

Section 4. The Ordinance shall take effect following its advertisement, public hearing and adoption in accordance with the requirements of law.

Roll Call Vote Introduction:

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

Robin Freitag		X	X			
Joseph Shoemaker	X		X			

Resolutions-

***Resolution 18-31-Disabled Vet Canceling 2018 Taxes-Lopez**

HOPEWELL TOWNSHIP

Resolution 18-31

RESOLUTION TO CANCEL TAXES DUE WHEN PROPERTY IS CLASSIFIED EXEMPT

WHEREAS, The Tax Collector and the Tax Assessor have certified to the Mayor and Township Committee, that the property owner, Lindinez Lopez-Miranda, 138 Dutch Neck Road, located in Hopewell Township, has been approved by the Veteran’s Administration as a 100% totally and permanently disabled veteran; and

WHEREAS, as of January 1, 2018, his property, Block 79 Lot 2, is classified as a 50% exempt property due to joint ownership with his daughter, however taxes due still exist in the tax records.

THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Hopewell, County of Cumberland, that the Tax Collector is hereby authorized to cancel these property tax balances for the 1st and 2nd Quarters of 2018 totaling \$1,137.76. These amounts will be listed individually and shown in the last column on the 2018 year end reports dated December 31, 2018 as per file.

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

Discussion Item #1-Emergency Management Vehicle-Gary VanMeter-Gary VanMeter was present to provide information regarding his request for a new vehicle for Emergency Management. The Administrator had obtained a quote for the vehicle with all the options requested by Mr. VanMeter and he had a very rough estimate for the amount he figured the lights and lettering for the vehicle would cost. His estimate including lights and lettering is \$43,000. This item will be added to the agenda for the next meeting on April 19th. Mr. VanMeter will provide more accurate quotes for the lights and lettering at that time.

Discussion Item #2-Clean Communities-West Cumberland Ruritan has requested to complete 2 road side clean ups in May (5th or 12th) and August 9th. A motion was made by Mrs. Freitag to approve the requested road side clean ups. The motion was seconded by Mr. Ritter and approved 5-0.

Discussion Item #3-Sewer Disconnect Request for 620 Shiloh Pike-Discussion was held on the procedure for a property to disconnect from the sewer service system. The Administrator will contact the Cumberland County Utilities Authority to request any disconnection procedures.

CDC: (Hankins)- No meeting.

Solicitor’s Report-Solicitor Ritter reviewed the information regarding the Use Variance application to come before the Land Use Board for a wedding venue on Pease Lane.

Bostwick Lake irrigation issues-Upper Deerfield was to discuss the issues at their meeting held on the same night. Solicitor Ritter will contact Mr. Tedesco.

Rental Registration and Inspection Ordinance-in light of a recent case in the City of Bridgeton, Solicitor Ritter has suggested that the current ordinance be amended.

Title work for the Hendrick’s House Property-has been completed. Settlement will be scheduled.

ADJOURN

There being no additional business, a motion was made by Mr. Shoemaker to adjourn at 8:07 pm. The motion was seconded by Mrs. Freitag and approved 5-0.

NEXT SCHEDULED MEETING: April 19, 2018 @ 6:30pm

Lois A. Yarrington, Township Clerk

cc: Committee,

Township Bulletin Bd.,

Sol. Matthew Ritter

Sol. T. H. Ritter