

**MINUTES**  
HOPEWELL TOWNSHIP COMMITTEE  
REGULAR MONTHLY MEETING  
May 16, 2019

Approved  
06/13/2019

Flag Salute

Sunshine Statement:

In compliance with the 'Open Public Meetings Act' this meeting was duly advertised by a notice to The Daily Journal and the South Jersey Times, sent on January 5, 2019. A notice was placed on the Municipal Office bulletin board as of the same date.

Roll Call: Township Committee: Facemyer, Freitag, Ritter, Shoemaker (absent at start), Hankins;

Others: John Hitchner (Acting Clerk), Leo Selb (Township Admin), Stephanie Kuntz (School Administrator), Michael Fralinger (School Project Engineer), Matt Pisarski (County Planner)

**\*Approval of Minutes**

*A motion was made by Mr. Facemyer to approve the minutes of 04/18/2019 Regular Committee Meeting. The motion was seconded by Mr. Ritter and approved 4-0.*

**Item #1** – Discussion about Hopewell Crest School Parking lot expansion.

*Michael Fralinger show the Committee a site plan of the proposed parking lot changes. There will be 75 new parking spots. There will be a new playground. The stairs will be reconstructed. There will be a new ball field on the corner of Sewall and Kinkle Rd. They will be upgrading the stormwater basin and placing a fence around it. There will be a 70 ft wooded barrier remaining in the back of the school property. The Township will give the extra land totaling approximately 2.75 acres. The Township will not be giving up access from Kinkle Rd on their lot. The lighting problems with the neighbors will be fixed. Deliveries will be able to go around to the back of the building and there will be a turn around area. This expansion should eliminate parking in the street for school events. It is suggested that there be a walking track around the baseball field in the future. The transfer of property to the school will cost them \$10. They must also pay for the cost of processing the transfer. The Township will retain the rights to the walking track for public use with conditions set by the Board of Education. Funding will be explored by the Township and cost will be shared with the Board of Education. An agreement of sale must be drawn up.*

**\*Resolution 19-39: RESOLUTION APPROVING THE SALE OF LAND TO HOPEWELL CREST SCHOOL**

*Mr. Ritter makes a motion to approve the resolution selling Hopewell Crest School the land they need for \$10 with rights to build a walking track. Motion is seconded by Mr. Facemyer and approved 4-0.*

**Ordinance 19-07: ORDINANCE AMENDING THE DEVELOPMENT ORDINANCE**

*Matt Pisarski addresses the Committee. He explains what changes he recommends to the Ordinance and what the State is expecting. There is discussion about removing the tree buffer for minor subdivisions and single lots. There is discussion about the set back not being in addition to the 100 ft buffer. The term "tillable ground" was removed.*

*Mr. Ritter makes a motion to open to the public. Mr. Facemyer seconds. Motion carries 4-0. Being no members of the public wish to speak, Mr. Ritter makes a motion to close. Motion is seconded by Mr. Facemyer and approved 4-0.*

*Mr. Ritter makes a motion to table the ordinance until next meeting giving Matt Ritter time to review and communicate with the SADC. Motion is seconded by Mr. Facemyer and approved 4-0.*

**\*Department and Committee Reports**

*Mr. Facemyer makes a motion to approve the Department and Committee reports as submitted. Motion is seconded by Mr. Ritter and approved 4-0.*

**\*Approval of bills:** Total Bills **\$618,312.92** (including payroll) on Treasurers May 2019 prepared list  
*A motion was made by Mr. Ritter to approve the bills as submitted. The motion was seconded by Mr. Facemyer and approved 4-0.*

**\*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 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)*

Mr. Ritter makes a motion to open for public comment. Mr. Facemyer seconds the motion and motion carries 4-0. Being as there are no members of the public present, a motion was made by Mr. Ritter to close the public comment portion. Motion was seconded by Mr. Facemyer and approved 4-0.

**Old Business:**

**Ordinance 19-04 PAYMENT OF BILLS BETWEEN COMMITTEE MEETINGS**

Mr. Ritter made a motion to open the ordinance for public comment. Motion was seconded by Mr. Facemyer and approved 4-0. Being no members of the public were present to speak, Mr. Ritter made a motion to close public comment. Motion was seconded by Mr. Facemyer and approved 4-0.

Adoption:

Roll Call:

	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				

Mr. Ritter makes a motion to approve the ordinance for final adoption. Motion is seconded by Mr. Facemyer and approve 4-0 with a unanimous roll call vote.

**Ordinance 19-05: CREATING THE POSITION OF PURCHASING AGENT**

Mr. Ritter made a motion to open the ordinance for public comment. Motion was seconded by Mr. Facemyer and approved 4-0. Being no members of the public were present to speak, Mr. Ritter made a motion to close public comment. Motion was seconded by Mr. Facemyer and approved 4-0.

Adoption:

Roll Call:

	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				

Mr. Ritter makes a motion to approve the ordinance for final adoption. Motion is seconded by Mr. Facemyer and approve 4-0 with a unanimous roll call vote.

**Ordinance 19-06: 2019 SALARY ORDINANCE**

Mr. Ritter made a motion to open the ordinance for public comment. Motion was seconded by Mr. Facemyer and approved 4-0. Being no members of the public were present to speak, Mr. Ritter made a motion to close public comment. Motion was seconded by Mr. Facemyer and approved 4-0.

Adoption:

Roll Call:

	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				

Mr. Ritter makes a motion to approve the ordinance for final adoption. Motion is seconded by Mr. Facemyer and approve 4-0 with a unanimous roll call vote.

**\*Resolution 19-33: RESOLUTION RAISING THE BID THRESHOLD**

	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				

Mr. Facemyer made a motion to approve the resolution. Motion was seconded by Mrs. Freitag and approved 4-0.

**\*Resolution 19-34: RESOLUTION APPOINTING A QUALIFIED PURCHASING AGENT**

	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				

Mr Facemyer made a motion to approve the resolution. Motion was seconded by Mrs. Freitag and approved 4-0.

**\*Resolution 19-35: ESTABLISHING POLICIES AND PROCEDURES FOR PAYMENT OF CLAIMS**

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

A motion was made by Mr. Ritter to approve the resolution. Motion was seconded by Mrs. Freitag and approved 4-0.

**\*Resolution 19-36: RESOLUTION DESIGNATING AUTHORIZED SIGNATORIES**

	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				

A motion was made by Mr. Ritter to approve the resolution. Motion was seconded by Mr. Facemyer and approved 4-0.

**\*Resolution 19-37: RESOLUTION APPROVING CONTRACT FOR FRALINGER ENGINEERING FOR CASSIDY COURT**

	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				

Mr. Facemyer makes a motion to approve the resolution. Motion is seconded by Mrs. Freitag and approved 4-0.

**(Mr. Shoemaker arrives.)**

**Discussions-**

**Item #2 – Review of tax paperwork for school districts**

There is a review of the tax payment schedules for the regional and Hopewell Crest school districts.

**Item #3 – Discussion about West Park Dr construction project**

It is discussed that curbing might restrict water flow and cause flooding in residents' yards. We need the County to stay on this while there are still here working. It is stated that the driveway aprons are curved and crooked. The Committee instructs Mr. Selb to send the County a letter to address the problems before the contractor leaves.

**Item #4** – Discussion of Verizon, Max, and Comcast Billing for phone, internet, and cable

*Mr. Selb explains the potential changes for our phone systems. He states that we will be saving money on our wireless phones under a national contract. Changes will be coming to the phone systems and the internet. They will be moving to Verizon. The cost should offset in 9 months. He states that social media is difficult to manage with concern towards OPRA. Mr. Selb recommends we make changes in this area.*

*A motion was made by Mrs. Freitag to approve the changes described by Mr. Selb. Motion is seconded by Mr. Facemyer and approved 5-0.*

**Item #5** – Discussion of fuel supply.

*Mr. Selb states that we have installed a gas tank in the pick-up truck. We are almost finalized with our setup at the County. It is agreed that we need controls on consumption of fuel in the Township.*

**Item #6** – Discussion about Hopewell Day 2019

*The Committee discusses the upcoming Wedding Barn project and how that might affect Hopewell Day 2019. Jonas wants to plant a pumpkin patch and corn maze. We will need a lease and certificate of insurance. Parking will likely be a bigger problem this year. It is suggested that we shuttle people down from the Cumberland Insurance parking lot.*

*A motion was made by Mr. Facemyer to declare John Hitchner and Leo Selb Co-Chairs of the Hopewell Day Committee. Motion was seconded by Mr. Ritter and approved 5-0.*

**Item #7** – Discussion of CCIA/NAPA parts agreement.

*Mr. Selb discusses how we will be entering into a county co-op for NAPA parts. They will keep our needed parts in stock and we should save money. They will act as purchasing agents for us.*

**Item #8** – Discussion about road selection for future grant applications

*Mr. Selb and the public works director Dave Haaf recently went around the Township to determine which local road needed the most repair so we can apply for a grant from the NJDOT. Paul-en Drive looked like the best selection for the grant application. The road was breaking up and the storm drains are sinking.*

**Item #9** – Discussion about liens the Township owns

*No action taken*

**Item #10** – Discussion of the Bernardi Tax Sale Certificate

*The discussion is concerning a property on the corner of Sewall Rd and Beebe Run Rd. The lots are odd shaped. Bernardi subdivided the farm and the house. The bank foreclosed. When the Township sold off the tax sale certificate on one of the lots, it included improvements from a neighboring lot. This inflated the amount of the tax sale certificate. Matt Ritter stated that this will need to be resolved in tax court. We can't just cancel the tax sale certificate because there is a third party which is due interest.*

**Solicitor's Report**

*Matt Ritter states that the Devereux School appears to be doing some type of construction project and paving. He states that we should have construction and zoning look into it because he does not believe any permits have been issued.*

**\*Resolution 19-38: RESOLUTION GOING INTO EXECUTIVE SESSION TO DISCUSS POTENTIAL LITIGATION AT BOSTWICK LAKE.**

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

*A motion was made by Mr. Ritter to approve the resolution going into executive session at 8:20 pm. Motion was seconded by Mrs. Freitag and approved 5-0.*

**(EXECUTIVE SESSION)**

*The Committee returned from executive session at 8:40 pm.*

*A motion was made by Mrs. Freitag for Rocco Tedesco (Upper Deerfield Solicitor) to forgo mediation with the litigation at Bostwick Lake. Motion was seconded by Mr. Facemyer and approved 5-0.*

*A motion was made by Mr. Facemyer for the Mayor to sign a fee agreement concerning the*

*potential litigation at Bostwick Lake. Motion is seconded by Mrs. Freitag and approved 5-0.*

*It is discussed that the Bridgeton Area Chamber of Commerce is looking for a new office location. It is suggested that the front room of the municipal building might be a good location. It is noted that we might have to go out to bid to lease the space.*

**ADJOURN**

*There being no additional business, the meeting was adjourned at 8:50 pm on a motion by Mr. Shoemaker, seconded by Mrs. Freitag. Motion passes 5-0.*

**NEXT SCHEDULED MEETING:** June 13, 2019 @ 6:30 pm

**John Hitchner, Acting Clerk**  
**cc: Committee,**  
**Township Bulletin Bd.,**  
**Sol. Matthew Ritter**  
**Sol. T. H. Ritter**  
**Admin Leo Selb**