

**MINUTES**  
HOPEWELL TOWNSHIP  
**TOWNSHIP COMMITTEE**  
June 15, 2023

**Start Time:** 6:35 p.m.

The **Sunshine Statement** was read into the record by Mayor Ritter.

The **Flag Salute** was led by Mayor Ritter.

- **Roll Call:** Robin Freitag, Kelsey Bayzick, Tom Tedesco and David Miller present.  
Also Present: Leo Selb, Admin/Clerk; Jeannette Pace, Deputy Clerk; Township Solicitor Matt Ritter, Esquire

- **Approval of Minutes**

Approval of the May 18, 2023 Regular Meeting Minutes

Discussion: None.

Motion by Bayzick; Seconded by Miller. Voice Vote: 4-1 (Tedesco No vote)

Approval of the May 18, 2023 Executive Meeting Minutes

Discussion: None.

Motion by Freitag; Seconded by Bayzick. Voice Vote: All in favor.

Approval of the Amended Minutes from the April 20, 2023 Meeting.

Discussion: None.

Motion by Bayzick; Seconded by Miller. Voice Vote: All in favor.

- **Department and Committee Reports**

- **Written Reports Submitted by Tax Collector, Senior Center, Environmental Commission Newsletter.**

- **Township Admin/Municipal Clerk's Report**

Leo Selb thanked the Committee as this was his last meeting prior to his retirement as Township Administrator/Clerk. Selb verbally presented his report as well as a list and the status of various outstanding items to be turned over to the new Administrator.

Included in Selb's report was mention of the Communication Grant being used to fund the update of the website. There are funds remaining and it was suggested that these funds be used to help create the maps of the parks and trails being requested by the Environmental Committee. A **Motion** was made by Tedesco and seconded by Freitag to use the remaining funds for this purpose with a Voice Vote all in favor.

Also included in Selb's report was mention of the lots at the Business Park. A **Motion** was made by Tedesco and seconded by Miller with a Voice Vote all in favor authorizing our Township Engineer to move forward with the subdivision of the lots at the Business Park.

- **Deputy Clerk's Report** (written report presented by Jeannette Pace with minimal commentary added).

### **Approval of Department Reports**

Discussion: Bayzick updated the Committee on the status of the Senior Center. Art Director Mayhew resigned and the current Director, Allen, will remain. Bayzick advised that at this time they were going to continue to run the Center with one Director. o further discussion

Motion by Bayzick; Seconded by Freitag; Voice Vote: All in favor.

- **Treasurer's Report and Approval of Bills**

Approval of Treasurer's Report for May, 2023 and Bills:

Discussion: None.

Motion by Freitag; Seconded by Miller; Voice Vote: All in favor.

### **PUBLIC COMMENT:**

Gary VanMeter addressed the Committee with his concerns regarding the severe need for paving on Barretts Run Road from Columbia to Greenwich. Tedesco confirmed that these were County roads. Mayor Ritter confirmed that he had seen the list and these roads were on it, however, was unsure where on the list. Tedesco advised that he would speak to the County representatives to see where on the list these roads were.

VanMeter also advised that the Municipal Emergency Plan is due this year.

Former Mayor Bruce Hankins addressed the Committee and thanked Administrator Selb for all he has done for the Township.

Isabel and Yiesica Lopez of 714 Shiloh Pike again appeared before the Committee and asked an update on whether or not they would be able to use the lot next to their residence for their event previously discussed. They have been unable to get confirmation from their homeowner's company that they can get coverage. Selb advised them that they could get coverage through

the JIF Tulip program and that he would provide them with that information. Solicitor Ritter also suggested having a Hold Harmless Agreement executed.

**ORDINANCES:** None.

**RESOLUTIONS:**

- **Resolution #23-45 Introduction/ Adoption the Hopewell Township 2023 Budget**

Motion to Open to the Public:

	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Kelsey Bayzick	X		X			
Robin Freitag			X			
David Miller			X			
Tom Tedesco		X	X			
Paul J. Ritter, III			X			

Seeing no one, Motion to Close Public Portion:

	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Kelsey Bayzick		X	X			
Robin Freitag	X		X			
David Miller			X			
Tom Tedesco			X			
Paul J. Ritter, III			X			

Motion to Adopt:

	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Kelsey Bayzick		X	X			
Robin Freitag			X			
David Miller	X		X			
Tom Tedesco				X		
Paul J. Ritter, III			X			

**#23-67: RESOLUTION TO AMEND ADOPTED BUDGET (Chapter 159) - Special Items of Revenue and Appropriation – Clean Communities**

Motion to Approve by Bayzick; Seconded by Miller; Voice Vote all in favor.

**#23-68: RESOLUTION APPROVING THE RENEWAL OF THE LIQUOR LICENSE FOR BNM MANAGEMENT, LLC**

Motion to Approve by Tedesco; Seconded by Bayzick; Voice Vote all in favor.

**#23-69: RESOLUTION AUTHORIZING MAYOR TO SIGN A STATEMENT OF WORK WITH CIVIC PLUS**

Motion to Approve by Tedesco; Seconded by Freitag; Voice Vote all in favor.

**#23-70: RESOLUTION APPOINTING ACTING MUNICIPAL CLERK**

Motion to Approve by Freitag; Seconded by Bayzick; Voice Vote all in favor.

**#23-71: RESOLUTION APPOINTING REGISTRAR OF VITAL STATISTICS FOR HOPEWELL TOWNSHIP AND GREENWICH TOWNSHIP**

Motion to Approve by Miller; Seconded by Bayzick; Voice Vote all in favor.

**#23-72: RESOLUTION APPOINTING CUSTODIAN OF PETTY CASH FUND**

Motion to Approve by Miller; Seconded by Bayzick; Voice Vote all in favor.

**#23-74: RESOLUTION AUTHORIZING MAYOR TO SIGN ASSIGNMENT OF TAX SALE CERTIFICATE**

Motion to Approve by Bayzick; Seconded by Tedesco; Voice Vote all in favor.

**#23-75: RESOLUTION AUTHORIZING THE SIGNING OF A DISCHARGE OF MORTGAGE – WOLBERT REHAB GRANT/LOAN**

Motion to Approve by Bayzick; Seconded by Freitag; Voice Vote all in favor.

**DISCUSSION ITEMS:**

- Master Plan Re-Examination Report to be presented to Land Use Board and with proper notice published.
- Convenience Center Renovations update given.
- Picnic Park status of signs given. Need to schedule Dedication/Ribbon Cutting ceremony.
- Municipal Aid Deadlines met.
- Business Park finalization of Major Subdivision. ESU update given by Selb.
- Committee consented to Edmunds access to Acting Clerk Pace
- Committee consented to Pace proceeding with landscaping around township building
- Update given to Committee of AC Electric's upcoming routine tree maintenance

**CORRESPONDENCE:** None.

**SOLICITOR'S REPORT:** Update given by Solicitor Ritter of the Cumberland Manor Tax Appeal.

**RESOLUTION #23-73 AUTHORIZING EXECUTIVE SESSION**

Motion to Enter into Executive Session by Bayzick; Seconded by Tedesco

Time: 8:05 p.m. Voice Vote: All in favor.

Motion to Enter into Public Session by Freitag; Seconded by Miller.

Time: 8:15 p.m. Voice Vote: All in favor.

**Action Taken:**

A **Motion** was made by Bayzick and seconded by Freitag with a Voice Vote all in favor to draft a Resolution appointing John H. Hitchner as Township Administrator, Deputy Clerk and Deputy Register as discussed in Executive Session.

A **Motion** was made by Miller and seconded by Freitag with a Voice Vote of all in favor to draft a Resolution appointing Edwin Johnson to the Public Works Department.

**Good of the Order:**

- Presentation of framed photograph of the cover of the NJLM magazine showcasing Mayor Ritter and former Vice Mayor Facemyer and the Broadband Expansion.
- Leo Selb presented his list of accomplishments during his tenure as Township Administrator/Clerk.

**MOTION TO ADJOURN:**

Motion by Bayzick; Seconded by Tedesco. Voice Vote: All in favor.

**End Time:** 8:25 p.m.

**Next Meeting Date:** July 20, 2023 at 6:30 p.m.

Minutes prepared by Jeannette Pace, Deputy Clerk  
Leo F. Selb, Jr., Township Administrator/Municipal Clerk  
cc: Township Committee and Counsel