

**MINUTES**  
**HOPEWELL TOWNSHIP**  
**TOWNSHIP COMMITTEE**  
July 20, 2023

**Start Time:** 6:30 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: John Hitchner, Admin; Jeannette Pace, Acting Clerk; Township Solicitor Matt Ritter, Esquire
- **Proclamation** presented to Nancy Sungenis by Mayor Ritter.
- **Approval of Minutes**

Approval of the June 15, 2023 Regular Meeting Minutes

Discussion: None.

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

Approval of the June 15, 2023 Executive Meeting Minutes

Discussion: None.

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

**Approval of Department Reports**

No further discussion. Motion by Freitag; Seconded by Miller; Voice Vote: All in favor.

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

Approval of Treasurer's Report for June, 2023 and Bills:  
Discussion: None.  
Motion by Miller; Seconded by Freitag; Voice Vote: All in favor.

**PUBLIC COMMENT:**

Gary VanMeter addressed the Committee and mentioned the generator on Roadstown Road. He contacted the State when the generator went down and was able to have one there within 24 hours. He will provide Township Administrator with the confirming paperwork for our records.

Former Mayor Bruce Hankins thanked Nancy Sungenis for her phenomenal service to the community and agreed that the Proclamation was well deserved.

**ORDINANCE on First Reading:**

#2023-07: 2023 Salary Ordinance. No additional discussion.

Roll Call Vote:

	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			

**RESOLUTIONS:**

**#2023-78: RESOLUTION CHANGING CUSTODIAN OF PETTY CASH FUND**

Motion to approve by Tedesco; Seconded by Freitag; Voice Vote: All in favor.

**#2023-79: RESOLUTION TO AMEND ADOPTED BUDGET (Chapter 159), Special Items of Revenue and Appropriation, June Drive and Jay Avenue Reconstruction Project**

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

**#2023-80: RESOLUTION REMOVING AND ADDING NAMES TO NEWFIELD NATIONAL BANK**

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

**#2023-81: RESOLUTION EXTENDING THE LETTER OF AGREEMENT WITH SALMON VENTURES**

Motion to approve by Freitag (with notation of typographical error to be corrected in date); Seconded by Bayzick; Voice Vote: All in favor.

**#2023-82: RESOLUTION APPROVING FRALINGER PROPOSAL FOR SEWALL ROAD**

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

**#2023-83: RESOLUTION APPROVING FRALINGER PROPOSAL FOR JUNE DRIVE AND JAY AVENUE**

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

**#2023-84: RESOLUTION APPOINTING DAVE ELWELL AS FAIR HOUSING OFFICER**

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

**#2023-85: RESOLUTION APPOINTING JOHN HITCHNER PUBLIC INFORMATION OFFICER**

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

**#2023-86: RESOLUTION APPOINTING JOHN HITCHNER AS THE PUBLIC AGENCY COMPLIANCE OFFICER**

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

**#2023-87: RESOLUTION APPOINTING JOHN HITCHNER AS THE PURCHASING AGENT**

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

**#2023-88: RESOLUTION APPOINTING NEIL YOUNG AS CHIEF FINANCIAL OFFICER**

Discussion: Administrator Hitchner noted that this Resolution should have been done in January.

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

**DISCUSSION ITEMS:**

- EV Charging Station (Greenspot)  
Hitchner advised the Committee that he had been contacted by Greenspot regarding charging stations. He explained the process as it was explained to him. He suggested looking into installing stations at the Senior Station and at the Township Offices. Bayzick agreed that if it can be done at no cost to the residents and it could be potential revenue to the Township, we should look into it further. Miller asked who would provide the electricity. Mayor Ritter suggested contacting them to come to a future meeting and make a presentation. Solicitor Ritter indicated it may be considered a public service on a state highway and we should look into what other municipalities are doing. The Committee authorized Hitchner to reach out to Greenspot to see if they were interested in making a future presentation.
- Convenience Center Renovations: Miller gave an update on the status of the renovations. They are looking into optimizing the space and minimizing the inconvenience to the residents. He indicated the CCIA is willing to fix the 6<sup>th</sup> dumpster which we own and will loan us 2 more. He also gave pricing on dumpsters with two other providers. Tedesco believed the renovations would take 10 weeks; Engineer Nardelli believes it could be done in 90 days. Bayzick suggested maps at the location as well as providing them in both English and Spanish.
- Hankins Park: Mayor Ritter indicated the signs were installed at the Park and suggested a weekday afternoon for the dedication. He also indicated we will include Joe Shoemaker for the dedication of his bench at the park.
- Hopewell Day: Acting Clerk Pace gave an update on the preparations for the 275<sup>th</sup> Anniversary Celebration.
- Fuel oil contract for HSCFD: Discussion was held regarding the fuel oil delivery. Hitchner will shop around for pricing.
- Street Opening Fees Increase: Hitchner indicated that the current fee is \$125 and believes it should be increased to \$250. There was discussion about increasing several other fees in the ordinances and Hitchner will look into that further.
- Building Landscaping/Flag Pole at Township Offices: Pace gave an update on the landscaping around the building. Discussion was held regarding the installation of a new flag pole at the corner of the building. Pace advised that the CDC is willing to contribute \$1,000 to the new pole. Tony from the CDC brought up the suggestion to Pace of having a dedication to Veteran's. Discussion was also held regarding having a local boy scout

troop do some of the work around the pole as a project for them. It was suggested that we use Memorial Day as the target date for completion and the dedication. Pace obtained one quote for the cost of the pole and will look into getting another one for future discussion at a later meeting.

- Calendars: Hitchner brought up the 2024 calendars. The Committee agreed that we should again allow the children at the school draw pictures in a contest with prizes and presentation at a future meeting.
- Rabies Clinic: Hitchner brought up the 2024 rabies clinic and the Committee agreed that Hopewell would again provide this service to residents in 2024.
- Veteran of the Year: Hitchner brought up having a presentation for Veteran of the Year and the Committee liked the idea.
- Youth Week: Hitchner mentioned again having a youth week possibly in May and having the children at the school participate as was done in the past. A former student was present at the meeting that had been at youth week in the past and found it to be a great experience. The Committee liked the idea of once again adding this.
- Yard Sale Permits: Discussion was had regarding the residents' lack of obtaining permits for yard sales. Current policy and procedure were discussed and the Committee agreed that enforcement of this obligation will commence in January.

**CORRESPONDENCE:** A letter and a Resolution from JIF was presented honoring former Administrator Leo Selb for his service as the JIF Fund Commission for the Township.

### **RESOLUTION #23-89 AUTHORIZING EXECUTIVE SESSION**

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

Time: 7:35 p.m. Voice Vote: All in favor.

Motion to Enter into Public Session by Bayzick; Seconded by Freitag

Time: 8:35 p.m. Voice Vote: All in favor.

**Action Taken:** None at this time.

### **MOTION TO ADJOURN:**

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

**End Time:** 8:40 p.m.

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

Jeannette Pace, Acting Clerk

cc: Township Administrator, Committee and Counsel