

**MINUTES**  
**HOPEWELL TOWNSHIP**  
**TOWNSHIP COMMITTEE**  
October 19, 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:** Mayor Paul Ritter, Vice Mayor Robin Freitag, Tom Tedesco, David Miller and Kelsey Bayzick present.  
Also Present: John Hitchner, Admin; Jeannette Pace, Acting Clerk; Township Solicitor Matt Ritter, Esquire

**PRESENTATIONS:**

New Jersey State Police:

Sgt. Steve Swift of the New Jersey State Police attended the meeting. Sgt. Swift provided the Committee with his background and provided updates on various issues happening throughout the township.

Blauer Associates:

Mark Blauer of Blauer Associates appeared for a Performance Hearing. The Performance Hearing was duly advertised in the South Jersey Times and Proof of Publication is on file with the Clerk.

Blauer discussed the Home Rehabilitation Program and the Convenience Center Project. A Motion to Open to the Public was made by Bayzick and seconded by Freitag with a voice vote all in favor.

Bruce Hankins asked if the Convenience Center project was fully funded and what the age restrictions were going to be. The Committee discussed the age for "senior citizen" and came up with several reasons why it should be one age or another but the end result was that we would consider the age of 55 for this purpose since that is the age used at our Senior Center.

Gary Van Meter questioned the different lanes. Hitchner indicated that residents would receive different colored placards for the specific lanes and the benefit of using the ADA compliant lane would be staff assistance to the residents.

Jeff Shimp asked about any grants for recreation, e.g. for the little league. Blauer advised that grants are specific for ADA deficiencies and that privately owned facilities have extreme difficulty getting grants. He suggested checking into local recreation improvement grants.

A Motion to Close the Public Portion was made by Freitag and seconded by Bayzick with a voice vote all in favor.

- **Approval of Minutes**

Approval of the September 21, 2023, Regular Meeting Minutes

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

- **Approval of Department Reports**

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

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

Discussion: There is a discrepancy in one of the bills to H.H. Hankins which will be reviewed.

With that, a Motion to approve was made by Freitag; Seconded Miller. Voice Vote: All in favor.

**PUBLIC COMMENT:**

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

Doug Zirkle talked about the procedures needed to support the drone usage at the fire department. He spoke of separate incidences where the drone has assisted.

David Wilson attended the meeting to discuss the purchase of the paper street on Osborn Lane adjoining his property. The committee discussed the purchase and Solicitor Ritter advised that he would have to do further research into the issue due to the additional adjoining neighbors.

**PRESENTATION #2:**

Mark Blauer was also in attendance to discuss the 2024 Funding Round. This was also published in the South Jersey Times with Proof of Publication on file with the Clerk. Blauer advised that the Township was out of funds for any additional rehabs this year and discussed the procedure to apply for additional funds for 2024. He also discussed applying for additional grants for other ADA compliant projects. Hitchner asked if the ADA grants could be used for several smaller projects instead of one big one? Blauer answered in the affirmative.

A Motion to Open the Public Portion was made by Bayzick and seconded by Freitag with a voice vote all in favor.

Seeing no one, a Motion to Close was made by Tedesco and seconded by Miller with a voice vote all in favor.

Moved upon the agenda, Sewer Budget Discussion:

Ed Johnson, Director of Public Works, appeared and addressed the Committee. Johnson gave an update on the status of the condition of the Public Works' vehicles. He discussed the sewer stations as well as the pump station issues. He updated the Committee on the compressor issues at Holly Terrace and updated them on the current procedures being followed at the Convenience Center.

**ORDINANCES FOR ADOPTION ON SECOND READING:**

Hitchner read each Ordinance by title into the record and advised that Proof of Publication from 1<sup>st</sup> reading had been made.

A Motion to Open to the Public on all Ordinances for Adoption was made by Bayzick and seconded by Freitag with a voice vote all in favor.

Seeing no one, a Motion to Close the Public Portion was made by Bayzick and seconded by Freitag with a voice vote all in favor.

Roll Call Voting was done on each Ordinance up for Adoption separately as follows:

**#2023-10: 2023 Stormwater Control Ordinance**

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

**#2023-11: Ordinance Establishing a Containerized Yard Waste Collection Program**

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

**#2023-12: Ordinance Establishing a Litter Control Program**

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

**#2023-13: Ordinance Establishing a Pet Waste Disposal Program**

Discussion: Bayzick questioned the definition of "disability assistance animal." Solicitor Ritter advised he would look at the regulations and add the definition to the Ordinance. With that amendment:

	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			

**#2023-14: Ordinance Establishing Retrofitting of Existing Storm Drain Inlets**

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

**#2023-15: Ordinance Prohibiting the Feeding of Unconfined Wildlife**

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

**#2023-16: Ordinance Illiciting Connections to Municipal Separate Storm Sewer System**

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

**#2023-17: Ordinance Prohibiting the Improper Disposal of Waste**

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

**#2023-18: Ordinance Prohibiting the Privately Owned Storage of Salt and Other Solid De-Icing Materials from Being Exposed to Stormwater**

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

**#2023-19: Ordinance Establishing Requirements of Tree Removal and Replacement**

Discussion: This Ordinance contained various items that had not been completed. Therefore, a **Motion to Table** was made by Freitag; Seconded by Bayzick. 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			

**ORDINANCES for Introduction:**

**#2023-20: Ordinance of the Township of Hopewell, Cumberland County, Amending and Supplementing Chapter 334, Titled Vehicles, Off-Road, in Order to Establish Comprehensive Regulations Designed to Curb the Illegal Use of ATVs and Other Off-Road Vehicles on Public Streets and Roads**

	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			

**RESOLUTIONS:**

Resolutions #2023-97 and 2023-98 were read into the record by title only. A Motion to Approve was made by Freitag and seconded by Bayzick with a Voice Vote all in favor.

**#2023-97: Resolution Appointing Justin Cassidy as a Volunteer Fire Fighter with the Hopewell/Stow Creek Fire Department**

**#2023-98: Resolution Appointing Elias Straub as a Volunteer Fire Fighter with the Hopewell/Stow Creek Fire Department**

**#2023-99: Resolution Approving the 2023 update to the Personnel Policy and Procedures Manual**

Discussion: Hitchner advised this Resolution was a JIF requirement. The Committee discussed additional changes to vacation time for part time employees, usage of personal cell phones and probationary periods for employees. With these revisions, a Motion to Approve was made by Bayzick and seconded by Freitag with a Voice Vote all in favor.

**#2023-100: Resolution Approving Updated Contacts for EPL Hotline for JIF**

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

**#2023-101: Resolution Authorizing the Mayor to Sign a Contract with Joyce Media Web Designs**

Discussion: Hitchner advised the previously executed contract with CivicPlus is not valid under State Statute, therefore, we will need to contract with another company to upgrade the website.

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

**#2023-102: Resolution Authorizing the Township of Hopewell to Enter into a National Cooperative Purchasing Agreement with Sourcewell Cooperative Purchasing Program**

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

**#2023-103: Resolution Authorizing the Township of Hopewell to enter into a contract with South Jersey Deer Drone Recovery Services LLC**

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

**MAYORAL APPOINTMENT** of Jeff Shimp to the Agricultural Committee.

**CORRESPONDENCE:**

- Proclamation presented to Hopewell Township by Upper Deerfield Township congratulating it on its 275<sup>th</sup> Anniversary
- Proclamation presented to Hopewell Township by The Cumberland County Board of County Commissioners commemorating and celebrating Hopewell's 275<sup>th</sup> Anniversary.

**DISCUSSION ITEMS:**

- Generator: Hitchner discussed the concerns with bonding for the damaged generator. Further discussions were had regarding the different options available to pay for the generator.
- Hopewell Day: Pace gave an update on the festivities at Hopewell Day and will present a final report of receipts and expenses at the next meeting.
- Approval was made to the final draft of Lead Paint Notice to Landlords.
- Seeking out a QPA to hang license in 2024: This discussion was held previously and the Committee sees no reason to change this at this time. A special meeting can be scheduled should an emergency arise.
- Discussion was held regarding RFPs and professionals for 2024.
- Hitchner gave an update on the budget and the meetings held with Department Heads.
- Pace mentioned to the Committee that the BACC is holding their raffle in November in case anyone wanted tickets.
- Hitchner gave an update on the status of the Convenience Center construction.
- Hitchner gave an update on the status of the 68 Lakeside property.

**SOLICITOR'S REPORT:** Solicitor Ritter gave an update on the Dutchway Structures project and happenings at Dragon Village.

**MOTION TO ADJOURN:**

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

**End Time:** 9:10 p.m.      **Next Meeting Date:** November 9, 2023

Jeannette Pace, Acting Clerk  
cc: Township Administrator, Committee and Counsel