

**MINUTES**  
**HOPEWELL TOWNSHIP**  
**TOWNSHIP COMMITTEE**  
November 9, 2023

**Start Time:** 6:32 p.m.

The **Sunshine Statement** was read into the record by Vice Mayor Robin Freitag  
The **Flag Salute** was led by Vice Mayor Robin Freitag

**Roll Call:** Vice Mayor Robin Freitag, Tom Tedesco, David Miller and Kelsey Bayzick present.  
Absent: Mayor Paul Ritter  
Also Present: John Hitchner, Admin; Jeannette Pace, Acting Clerk; Township Solicitor Matt Ritter, Esquire

**PRESENTATIONS:**

Burt Doremus was honored as Hopewell Township's first Veteran of the Year.

- **Approval of Minutes**

Approval of the October 19, 2023 Regular Meeting Minutes  
Motion to approve by Bayzick; Seconded by Miller. 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**

Approval of November, 2023 bills as well as additional separate bills itemized on agenda.  
Hitchner updated the separate bill list to include a change order correction for Ricky Slade.  
Motion to approve by Miller; Seconded by Bayzick. Voice Vote all in favor.

**PUBLIC COMMENT:**

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

Jeff Shimp asked for a moment of silence for the passing of Betty Shoemaker.

Todd Bowen of the City of Bridgeton Fire Department appeared and announced his retirement at the end of December. Bowen thanked Hopewell Township for the many years of working together under the shared service agreement. Bowen introduced the current Deputy Chief, Jack Justice, who would be the new chief effective January 1, 2024. Justice has resided in the Borough of Elmer for the past 25 years and is familiar with the area of Hopewell Township.

Bob Pessalano of Dragon Village addressed the Committee. He indicated that he intended to provide drawings to the Township in time for the December 20<sup>th</sup> Land Use Board Meeting. He

advised the Committee of the upcoming Renaissance Fair at Dragon Village and asked that the Township provide approval to him as to his request to shut down a portion of Trench Road for the event. He advised that he has leased the property across the street from the Village for parking and has buses that will be available to transport people from the parking lot to the Village. He has also been in touch with the Fire Department and obtained the required insurance policy. He indicated that the Fire Department may or may not need him to shut down the road depending on how many tickets are sold. Pessalano also provided VIP passes to the Committee if they wanted to attend. He also reached out to Channel 10 hoping they will do a feature on the Village and Hopewell Township.

Seeing no one else, a Motion to close the public portion was made by Bayzick; Seconded by Miller. Voice Vote: All in favor.

**ORDINANCES for Introduction:**

**#2023-21: Ordinance of the Township of Hopewell amending section 289-8 of the Township Code, “User Charges”, for 2024**

Discussion: Hitchner advised that the increase will be reflected on the next budget. There will also be a capital line item for the generator project.

|                     | 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      |

**#2023-22: Ordinance of the Township of Hopewell amending section 220-48 of the Township Code: Fences and Walls**

Discussion: Bayzick questioned the requirement for locks on swimming pool fencing.

|                     | 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      |

**ORDINANCES for Adoption on Second Reading:**

**#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**

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

Jerry Lewis questioned how the ordinance would be enforced. Hitchner informed the public of the comments made at the previous meeting by the State Police in attendance. Solicitor Ritter indicated that the gas station attendants would need to advise the person seeking fuel that it is illegal for them to provide fuel in violation of the ordinance.

Motion to Close to the Public by Bayzick; Seconded by Miller. Voice Vote: All in favor.

|                     | 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:**

The following Resolutions were read into the record by Hitchner by title only.

**#2023-104: Resolution Authorizing the Submission for 2023 ARP-FFG Funding for HSCFD**

**#2023-105: Resolution Adopting State Model Citizen Participation Plan for DCA Small Cities Program**

**#2023-106: Resolution Approving Housing Rehabilitation Grant Management Plan**

**#2023-107: Resolution Identifying Small Cities Fair Housing Officer**

**#2023-108: Resolution Authorizing the Application of a Grant from the New Jersey Department of Community Affairs for Housing Rehabilitation Fund Application**

**#2023-109: Resolution Approving the Housing Rehabilitation Policies and Procedures Manual**

**#2023-110: Resolution Approving Change Order #1 for Paulen Drive, Tipton Drive, Center Lane and Sheppard Drive NJ DOT Resurfacing Project**

A Motion to Approve all of the above Resolutions was made by Tedesco; Seconded by Miller. Voice Vote all in favor.

**CORRESPONDENCE:** None

**DISCUSSION ITEMS:**

- Convenience Center Update. Tedesco gave an update on the current status of the renovations to the Center. He explained the process to the public present including the

grant process and ADA compliancy and gave an approximate 3-week deadline for completion.

- Pace gave an update on the election process.
- Pace provided a final breakdown of expenses for the Hopewell Day event.
- Dragon Village Road Closure. In follow-up to the public portion earlier in the meeting by Bob Pessalano of Dragon Village, Tedesco advised the Committee that Dragon Village has yet to file an application with the Land Use Board. Tedesco explained the site plan procedure to the Committee. As to the road closure request, Hitchner advised that Trench Road is a County Road and that the County will not approve the road closure for their event without first getting approval from the Township Committee. Tedesco suggested having the traffic flow approved by OEM. Freitag asked Hitchner to reach out to Gary Van Meter at OEM for recommendation. Bayzick was hesitant on the closure out of concern for EMS or the Fire Department and supports deferring to OEM for an opinion so long as it doesn't affect EMS or Fire personnel. The consensus of the Committee is that any approval be contingent on OEM approving it and providing its support.
- Dog License Renewals/Rabies Clinic. The Committee would like Pace to look into having a Rabies Clinic in the spring and instructed her to check with the Department of Health for dates.
- Hitchner gave an update on Best Practices Inventory and asked the Committee to review and acknowledge.
- Discussion by Hitchner regarding a Playground Grant Application
- Hitchner provided an update on the Lakeside Dr situation
- Hitchner outlined the Lead Grant Assistance Program – Pursuing for costs of Private Inspections. The consensus of the Committee was that Hitchner look into this further and provide additional information.
- Discussion was had regarding the various issues surrounding the property at 183 Beebe Run Rd – Winery/Solar/Construction. Hitchner advised that the property is zoned for agricultural purposes only and any other use would require Land Use Board approval. He advised that our Construction Official indicated that the property owners had applied for a solar permit back in 2021 and the plans submitted and what they built does not match the plans and they have already installed the panels. The permits remain open. Solicitor Ritter discussed the separate driveway to the barn is on a county road and that the barn is larger than the house. Discussion turned to the way the property is assessed, e.g farmland. Also, the original plan showed no bathrooms but a site inspection showed bathrooms on premise. The consensus by the Committee is to let our Construction Official handle the current situation and the Committee will become further involved when, or if, necessary.

**SOLICITOR'S REPORT:** Solicitor Ritter gave an update on the Stormwater Management Ordinance deadline.

### **RESOLUTION #2023-111 AUTHORIZING EXECUTIVE SESSION**

The general nature of the subject matter to be discussed involved Potential Litigation.

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

Time: 7:42 p.m. Voice Vote: All in favor.

Motion to Return to Public Session by Bayzick; Seconded by Tedesco  
Time: 8:12 p.m. Voice Vote: All in favor.  
Action Taken: None

**MOTION TO ADJOURN:**

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

**End Time:** 8:20 p.m.      **Next Meeting Date:** December 21, 2023 @ 6:30 p.m.

**Kids' Calendar**

After the adjournment of the Meeting, the Committee, along with Hitchner and Pace, went through the submissions for the calendar by the students at Hopewell Crest. The pictures were placed separately on the table with the student names on the back and out of sight and we all picked the winners for the contest. Those winners will be featured in our 2024 kids' calendar and will also be recognized at an upcoming meeting, tentatively set in January.

Respectfully submitted,

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