

**TOWNSHIP OF HARDWICK
TOWNSHIP COMMITTEE WORKSHOP MEETING MINTUES
WEDNESDAY, JANUARY 19, 2022**

This meeting was called to order by Mayor Jacksic at 7:00 pm. Those present were Committeeman Duffy, Deputy Mayor Lovell, and Mayor Jacksic.

Mayor Jacksic read the following sunshine statement:

SUNSHINE STATEMENT

“Adequate notice of this meeting has been provided in accordance with the Open Public Meeting Act, P.L. 1975, Ch. 231 setting forth the time, date, place, and purpose of this Public Meeting through a legal notice published in New Jersey Herald and The Express Times following the Township’s Annual Reorganization Meeting at which the 2022 meeting schedule was adopted.

PUBLIC COMMENT

No Public Comment

RESOLUITON

2022-09 Authorizing Award of Professional Service Contract- Municipal Auditor

WHEREAS, the Township of Hardwick has a need to acquire a municipal Auditor as a non-fair and open contract pursuant to provisions of *N.J.S.A. 19:44A-20.5*; and,

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the acquisition will exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, ARDITO & CO., LLP has submitted a proposal, indicating they will provide the auditor services for the anticipated fee of \$22,928.00(including Court); and,

WHEREAS, ARDITO & CO., LLP has completed and submitted a Business Entity Disclosure Certification which certified that ARDITO & CO., LLP has not made any reportable contributions to a political or candidate committee in the Township of Hardwick in the previous one year, and that the contract will prohibit ARDITO & Co., LLP from making any reportable contributions through the term of the contract; and,

WHEREAS, the required certificate for the availability of funds has been filed by the Chief Financial Officer providing that legally appropriated balances are available to cover the amount of the contract as required by N.J.A.C. 5:30-14.5 and that fees for the aforementioned auditing and non-auditing services shall be made available by appropriate inclusion in either an annual municipal budget which includes current, revenue sharing and utility provisions, by budget amendments for Federal program spending or by inclusion in an appropriate bond ordinance.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Hardwick, authorizes the Mayor and Clerk of the Township of Hardwick to enter into a contract with ARDITO & CO., LLP as described here in as auditors on and in behalf of the Township of Hardwick for the year 2022; and

Wednesday, January 19, 2022, Township Workshop Meeting Minutes

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and Determination of value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that a notice of this action shall be printed once in a legally designated publication.

Political Contribution Disclosure. This contract has been awarded to Ardito & Co., LLP based on the merits and abilities of Ardito & Co., LLP to provide the goods and services as described herein. This contract was not awarded through a “fair and open” process pursuant to N.J.S.A. 19:44A-20.4 et seq. As such, the undersigned does hereby attest that Ardito & Co., LLP, its subsidiaries, assigns or principals controlling in excess of 10% of the company has either made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16 in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c. 19. affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to any political party committee in the municipality if a member of that political party is serving in an elective public office of that municipality when the contract is awarded, or to any candidate committee of any person serving in an elective public office of the municipality when the contract is awarded.

Exhibit “A” (Mandatory Affirmative Action Language), Exhibit “B” (Employee Information Report), Exhibit “C” (Business Registration Certificate), Exhibit “D” (Business Entity Disclosure Certification), Exhibit “E” (Political Contribution Disclosure Certification), and Exhibit “F” (Insurance) are attached to and made part of his contract.

Motion made by Lovell, second by Duffy and approved by roll call vote: Duffy—yes, Lovell Yes, Jacksic—yes.

UNFINISHED BUSINESS

Abcode Security Contact Award

Motion made by Lovell, second by Duffy and approved by roll call vote: Duffy—yes, Lovell—yes, Jacksic—yes, for the \$4,400 proposal for Abcode Security Contract. The Security System is a motion activated recording system and will have an electronic door lock with a buzzer system that employees can use to allow entrance.

Discussion took place about having a security system at the Vass House

Approving Interior Work to the Municipal Building

Deputy Mayor Lovell spoke about some upcoming projects and would like to speak to CFO Rolef regarding where the funding would come from. Some of the projects include closet space in the hallway including a locked closet space for the township server. Painting in the hallway and meeting room, improvements to the administration office to function easily, as well as installing a banker’s window. A bigger project is roofing the entire building which he would like to see in the budget if not this year at least by 2023.

Altice Update

Meeting was held on January 7, 2022. Decision was made to do an underground cable and have the two buildings tied into each other.

Wednesday, January 19, 2022, Township Workshop Meeting Minutes

Mayor Jacksic mentioned that Altice would like to install underground cable in the right of way of Tara Court. Township Engineer Dennis Keenan stated that it is not an issue.

Discussion took place regarding a 5-year protection on newly paved roads. Attorney Lavery agreed to see if the township has an ordinance and if not will draft one for the committee's review.

Township Attorney Lavery mentioned that the Property Access Agreement with Altice is finalized and would like the committee to authorize the mayor to sign the agreement. Motion made by Duffy, second by Lovell and carried to approve.

Township Committee Liaisons for 2022

Mayor Jacksic prepared a document with suggested committee liaisons. Discussion took place regarding the Open Space liaison which Deputy Mayor Lovell will take on.

Open Appointments-tabled at this time

Draft Sublease with Hardwick and Hardwick Historic Society (Vass House)

Changes need to be made regarding insurance which Attorney Lavery will review for the next meeting.

NEW BUSINESS

Nichole Meuse was appointed to the Alternate #1 position of the Land Use Board (Mayor's Appointment)

Open Space Advising Proposal 2022

Motion made by Lovell, second by Duffy and carried to approve. This proposal appoints Bob Canace as the Open Space Advisor.

ARAE Annual Maintenance Support Proposal ARAE Network Solutions

Motion made by Lovell, second by Duffy and approved by roll call vote: Duffy—yes, Lovell—yes, Jacksic—yes to approve the ARAE Annual Maintenance Support Proposal.

Proposal to Obtain National Park Status for the Delaware Water Gap National Recreational Area.

Committeeman Duffy said that there is a draft resolution proposing to make the Delaware Water Gap Recreation Area a national park. The County Commissioners are looking for comments from the surrounding towns. Mayor Jacksic agree to give any comments to County Commissioner Kern. Deputy Mayor Lovell said that he would like to know where the gate would be to check for passes or to collect the fee.

DPW Supervisor- Tom Campbell Cleaning Company

Mr. Campbell said that the cleaning company will start on Monday the 24th and will be cleaning every two weeks.

Keys for the Municipal Building

Lock and Key World will be coming out to change all the locks in the building. Discussion took place on how many keys will be needed.

Emergency Snowplow Driver

Mr. Campbell would like to increase the pay for the Emergency Snowplow Driver from \$21.80 - \$25.00 per hour.

Incident on Sunset Lake Road

Mr. Campbell stated that at the last storm he hooked a phone line and snapped the pole. Electrical wire lines landed on the dump truck which caused Mr. Campbell to be stuck in the truck until the lines were no longer live. Mr. Campbell continued that wires are too low and would like to have them placed higher. Mayor Jacksic agreed to reach out to the CenturyLink representative.

COMMITTEE REPORTS

Mayor Jacksic spoke with ACO Alan DeCarolis regarding a dog on Millbrook Rd whose owner was hospitalized and asked if the dog could be placed at the Blairstown Animal Hospital until a home could be found. Mr. DeCarolis provided an update to the mayor right before the meeting and the owner was able to go home and has a caregiver that agreed to help take care of the dog which has returned home as well.

Committeeman Duffy

Committeeman Duffy talked about back-and-forth conversation with the current owner of the Hardwick House. There is a potential purchaser for the property. Committeeman Duffy said that the current owners and the potential buyers will be at the next Land Use Board meeting.

Committeeman Duffy also spoke about a grant that the township had applied for to cover cost for IT projects which has been pushed through and is now awaiting approval from the house of representatives.

Deputy Mayor Lovell

Deputy Mayor Lovell said that he would like to prepare a list of links to put on the website ex: Warren County, Sanico, JCP&L, and Internet providers.

Deputy Mayor Lovell also requested if the Historical Society could use the meeting room from time to time.

Discussion took place if the Warren County Commissioners were the lead agency on COAH rehabs for Hardwick Township. Committeeman Duffy did not recall, Township Attorney Lavery cannot remember the details but does believe that there was some county agency that had a small part. Attorney Lavery will investigate.

Deputy Mayor Lovell thanked the DPW for their hard work during the recent storms.

Mayor Jacksic

Mayor Jacksic participated in the weekly county COVID update call. Numbers have declined and cases are much milder. Most of the testing has been Omicron. All Warren County Schools are back to in-person.

Mayor Jacksic spoke to CenturyLink over the weekend and fixed an issue on Riverview. The conversation led to a tip that CenturyLink will have a sub company called Bright net which will also have fiberoptic. Mayor Jacksic spoke with Planet Network CEO on service in the area. Mayor Jacksic said that he will be meeting with the new Warren County DPW Director and go over the county roads in Hardwick.

Deputy Mayor Lovell provided the committee with a gentleman that he had been in touch with about growing cannabis and that he had put him in touch with Godlewsky Farm.

Adjournment

Motion made by Jacksic, second by Lovell to adjourn tonight's meeting at 8:13 pm