

**TOWNSHIP OF HARDWICK
TOWNSHIP COMMITTEE WORKSHOP MEETING MINUTES
WEDNESDAY, APRIL 20, 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. Also present were Clerk Shippis, DPW Supervisor Campbell and CFO Rolef

FLAG SALUTE

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

RESOLUTION WITH POSSIBLE DISCUSSION

2022-23-Late Budget Introduction

WHEREAS, under provisions of N.J.S.A.40A:4-5, a municipality shall introduce the Local Municipal Budget no later than March 31 of the fiscal year; and,

WHEREAS, the Township of Hardwick has delayed the introduction of the 2022 Municipal Budget past the statutory deadline; and,

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Hardwick, Warren County, New Jersey, that the Township of Hardwick hereby petitions the Director of the Division of Local Government Services to allow a delayed introduction of the 2022 Hardwick Township Municipal Budget; and,

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded to the Director of the Division of Local Government Services, 101 South Broad Street, P.O. Box 803, Trenton, New Jersey 08625-0803.

2022-24 Budget Special Items Revenue

WHEREAS, the 2022 Local Municipal Budget was introduced on the 20th day of April, 2022; and,

WHEREAS, during the fiscal year 2022 the Township of Hardwick will receive revenue for various other special items in the amount of \$50,000.00

NOW, THEREFORE BE IT RESOLVED, that petition be made herewith to the Director of the Division of Local Government Services that the 2022 Local Municipal Budget include a special item of revenue under the heading of "**Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services-Other Special Items:**

Cell Tower Revenue	\$ <u>50,000.00</u>
	\$ <u>50,000.00</u>

2022-25 Budget Special Items of General Revenue

WHEREAS, the 2022 Local Municipal Budget was introduced on the 20th day of April, 2022; and,

WHEREAS, during the fiscal year 2022 the Township of Hardwick has been allocated a state grant for various programs in the amount of \$188,000.

NOW, THEREFORE BE IT RESOLVED, that petition be made herewith to the Director of the Division of Local Government Services that the 2022 Local Municipal Budget include a special item of revenue under the heading of "**Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services-Public and Private Revenues Offset with Appropriations:**"

Clean Communities Program-PY Unappropriated	\$ 8,794.00
Municipal Alliance-PY Unappropriated	1,764.00
American Rescue Plan (ARP)-PY Unappropriated	<u>84,729.00</u>
	<u>\$ 95,287.00</u>

2022-26 2022 Budget Introduction

WHEREAS, the Township of Hardwick is holding a meeting on April 20, 2022, for the purpose of introducing the 2022 Municipal Budget and conducting other matters; and,

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Hardwick, Warren County, New Jersey, that the Township of Hardwick hereby petitions the Director of the Division of Local Government Services that the 2022 Local Municipal Budget be introduced and approved on April 20, 2022.

2022 HARDWICK TOWNSHIP MUNICIPAL BUDGET

Surplus anticipated general revenues	\$ 235,000.00
Total Miscellaneous revenue	318,110.00
Receipts from Delinquent Taxes	72,500.00
Local Property Taxes	<u>835,171.00</u>
Total General Revenues	<u>\$1,460,781.00</u>
 Total Operations	
Salaries and Wages	\$ 285,751.00
Other Expenses	649,603.00

Capital Improvements	165,000.00
Debt Service	936.00
Statutory Expenditures	133,432.00
Reserve for Delinquent Taxes	<u>226,059.00</u>
Total 2022 Municipal Budget	<u>\$1,460,781.00</u>

2022 Municipal Tax Rate (Estimated) \$0.5334

Motion made by Lovell, second by Duffy and approved by roll call vote: Duffy—yes, Lovell—yes Jacksic—yes. Resolution 2022-23, 2022-24, 2022-25 & 2022-26.

UNFINISHED BUSINESS

Cell tower lease bid-update

Clerk Shippis told the committee that the ordinance will be on the May agenda for introduction.

Voice Over IP Service

Deputy Mayor Lovell said that the township is awaiting clearance on the \$17,000 infrastructure money.

Shoulder Build-Out on Spring Valley Rd.

Motion made by Lovell, second by Duffy and carried for DPW Supervisor Campbell to make minor modifications to the Spring Valley shoulder to allow parking along the road.

French & Parrello vouchers

Deputy Mayor Lovell reviewed the vouchers. There was a few questions that will be sent along with the check for payment.

Hardwick Street Map

Some changes need to be made to the map. Once completed a 11 x7 print out will be available.

Operation of Motorized Vehicles on Township Property (Riverview Drive)

Discussion took place about building a switchback trail on township property at Riverview Drive. Deputy Mayor Lovell will have a letter sent to residents on Riverview Drive about dirt bikes prohibited on township property.

Job Description for Zoning/ Code Enforcement Officer

An ordinance will be place on the May agenda for introduction.

L.J. Brill Survey Proposal

Deputy Mayor Lovell requested a professional service resolution be placed on the May agenda for L.J. Brill to prepare the tax maps for Hardwick Township.

Open Space Master Plan

Deputy Mayor Lovell reviewed the master plan and had a few changes to make which he will bring up at the next open space meeting.

NEW BUSINESS

Appointment of Bob Hann to Open Space Committee

Motion made by Lovell, second by Duffy and carried to appoint Bob Hann onto the Open Space Committee.

Deputy Mayor Lovell suggested the Open Space Committee be provided a printout of the responsibilities that are in the townships code so that all members are familiar with it.

Old Hardwick Township website.

Clerk Shipps has been in contact with the township IT, Jean Paul Reece, and he has taken the necessary action to take down the old website.

CFO Rolef requested authority from the committee to look into purchasing reusable bags with the Clean Communities Grant with the ban of plastic bags taking effect soon. The committee agreed it is a great idea. CFO Rolef will get samples to present at a later meeting.

CFO Rolef requested authority to reach out to Citi net to provide residents the choice to pay taxes online with ACH only. There is a first payment with an annual maintenance fee every year. Committee agreed to go ahead.

Deputy Mayor Lovell spoke about the upcoming taxes and said that it cost \$24,000 per child to send to North Warren Regional High School.

PUBLIC COMMENT

Resident Judith Fisher suggested moving the Ecode book to a more visible spot on the website. Mrs. Fisher had filed an OPRA request for past bills list and questioned if the carpentry work that was done for the hallway closets had other quotes. CFO Rolef said that other quotes were received. Mrs. Fisher asked when the budget will be adopted and requested an explanation for the special items revenue which Deputy Mayor Lovell said was for Clean Communities program, Municipal Alliance, and unappropriated American Rescue Plan. Mrs. Fisher asked if the American Rescue Plan will be staying in the budget. CFO Rolef explained that it will be in the Federal and State Grant Fund, and Cell Tower revenue was the other Special Appropriation. Mrs. Fisher asked what the municipal tax percentage will be. CFO Rolef said that it is .533 and the overall budget is 1,460,781.00. Mr. Fisher asked what the taxes will be for the county and schools. Mayor Jacksic stated that the county is going down but does not know by how much, it was already stated that the regional tax is going down but there has been no word yet from the Blairstown Elementary School.

Mrs. Fisher also requested if the bills list could be available to the public. CFO Rolef explained that Hardwick Township is the only township that she works for that makes the bills list available but if the committee would like to approve that to happen moving forward it can be accommodated. Committee agreed to have the bills list available for the public.

Resident Terry Crisman said that she feels the new website is not user friendly for her and would like to see newer ordinance that are being adopted on the website.

ADJOURNMENT

Motion made by Duffy, second by Lovell and carried to adjourn the meeting at 7:31 pm