

**TOWNSHIP OF HARDWICK
TOWNSHIP COMMITTEE MEETING MINUTES
WEDNESDAY JULY 6, 2022
7:00 P.M.**

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 Shippo and DPW Supervisor Campbell.

PUBLIC COMMENT

No Public Comment

DEPARTMENT REPORTS

DPW Supervisor Campbell-purchased a trailer for \$6,000. DPW Supervisor Campbell stated that he will be going to see the status of the new truck that was approved over a year ago. Pull up area in front of the church has been completed and Tara Court has been prepped and ready for paving. Primrose is also prepped ready for paving which may not be until the end of July beginning of August.

ORDINANCES

Public Hearing/ Adoption:

2022-05 An Ordinance of the Township of Hardwick, County of Warren, State of New Jersey Amending and Supplementing Section 13-6 Entitled “Definitions,” Section 13-12.2 Entitled “Area and Bulk Regulation “and Section 13-32 Entitled “Accessory Buildings, Structures, and Uses” of the Code of the Township of Hardwick.

WHEREAS, the Township of Hardwick wishes to amend and supplement Section 13-6 entitled “Definitions,” Section 13-12.2 entitled “Area and Bulk Regulations,” Section 13-32, entitled “Accessory Buildings, Structures, and Uses”; and

WHEREAS, the Township believes that the current information found in the Township Code is incomplete and supplemental information is necessary; and

WHEREAS, the Township Committee believes such amendments to be in the Township’s best interest;

NOW THEREFORE, BE IT ORDAINED, by the Township Committee of the Township of Hardwick, in the County of Warren, State of New Jersey, that Section 13-6 entitled “Definitions,” Section 13-12.2 entitled “Area and Bulk Regulations,” and Section 13-32 entitled “Accessory Buildings, Structures, and Uses” be amended as follows:

Section 1:

The following definitions are to be added into Section 13-6:

§ 13-6. Definitions.

Building Bulk Outline:

The smallest rectangular perimeter that fully encloses a building. For purposes of defining the building bulk outline, projecting features, such as porches, are considered part of the building when these areas rest on permanent foundations, regardless of type, that extend to a depth below the frostline.

Building Long Side Dimension:

The length of the longest side of a building bulk outline.

Section 2:

Section 13-12.2 is deleted in its entirety and is replaced with the following:

§ 13-12.2. Area and Bulk Regulations.

- a. Maximum gross density: one-tenth (0.1) unit per acre.^[1]
Minimum lot size: three (3) acres.
- b. Minimum setback for principal or accessory building or structure from side lot line: fifty (50) feet. See also item k. below.
- c. Minimum setback for principal or accessory building or structure from a front lot line: one hundred (100) feet.
- d. Minimum building setback for principal building or structure from rear lot line: one hundred (100) feet. For accessory building or structure, the minimum setback from rear lot line is fifty (50) feet. See also item k. below.
- e. Maximum building height: thirty-five (35) feet or two and one-half (2 ½) stories, whichever is less, except that agricultural storage structures may have a height determined by their function.

There is an exemption from the height limitations contained in this Chapter when a structure is required to be raised to meet the state or federal flood elevation standards. This exemption also applies to construction of a staircase or other attendant structures necessitated by such raising. This exemption from the height limitation shall only apply to the minimum extent necessary to allow the structure to meet the new elevation requirements with adequate means of ingress and egress.

- f. Lots fronting on public streets shall have at least fifty (50) feet of road frontage.
- g. Wooded lots shall maintain an undisturbed buffer of at least fifty (50) feet between the building line and the street line.
- h. Maximum disturbance during construction and prior to the issuance of certificates of occupancy, shall not exceed thirty thousand (30,000) square feet for each lot. Disturbance shall be defined as removal of trees in excess of four (4) inch diameter or regarding in excess of one (1) foot depth. The disturbance regulation shall not apply to agricultural uses or to driveways.
- i. The minimum bulk and area standards for large lot developments shall be as follows:
 1. Minimum lot size: fifteen (15) acres.
 2. Maximum number of lots serviced by a common driveway: four (4) lots.
 3. Maximum lot disturbance during construction and prior to the issuance of certificate of occupancy shall not exceed thirty (30,000) square feet for each lot. Disturbance shall be defined as removal of trees in excess of four (4) inch-diameter or regrading in excess of one (1) foot in depth. The disturbance regulation shall not apply to agricultural uses or driveways.
 4. Setbacks shall be as those for the LD zone.
 1. In situations where setback distances for side or rear lot lines are under consideration, and where the adjacent area of the neighboring property is a flag lot stem, or equivalent, where principal structures may not be erected, the width of the stem or equivalent may be added to the setback distance for a proposed

¹ Editor's Note: Rounding shall not apply. For example, 14.7 acres x 0.1 unit per acre = 1.47 units, which equals 1 unit, not 2.

accessory structure provided also that:

The setback for the proposed structure is in no case less than ten (10) feet from the line of the lot on which it is to be located, and,

2. The proposed structure is not a swimming pool or to be used to shelter animals, poultry, or the line, and,
3. The distance to any lot of the far side of the stem is at least fifty (50) feet.

Section 3:

Section 13-32 is deleted in its entirety and is replaced with the following:

§ 13-32. Accessory Buildings, Structures, and Uses.

- a. Accessory buildings, structures, and uses shall be permitted only on the same lot as the principal building to which they are accessory. However, if a lot is subdivided and a pre-existing accessory structure or structures exist on a lot newly created by the subdivision, which lot does not have a principal building or structure at the time of the subdivision, the pre-existing accessory structure or structures are permitted to remain with the following condition: The owner of the lot shall file an application for a building permit for a new principal structure and commence substantial construction within twenty-four (24) months of the date of the resolution granting subdivision approval.

Accessory buildings, structures, and uses shall not alter the character of the premises on which they are located and, except for driveways to accessory parking from an adjoining street, shall not encroach upon any front, side, or rear yard unless otherwise permitted in this Chapter. All accessory buildings shall be located behind the front building line. All accessory buildings, structures, or uses shall be governed by the bulk and area regulations of the zone in which they are located, except as provided in § 13-32c.

In recognition of relatively frequent variance applications that are routinely granted, certain size-limited residential accessory structures may encroach into side and rear yards, i.e., be constructed within side and rear setback regions, provided all of the following conditions are met:

- Long side dimensions and heights as defined in § 13-6 are limited in accordance with Table 1.

Distance from Property Line (ft)	Maximum Building Long Side Dimension (ft)	Maximum Building Height (ft)
10	13	12
15	17	14
20	21	16
25	25	17
30	29	19

35	34	21
40	38	22
45	42	24
49.9	46	25

Table 1

Note: Fir setbacks falling between values given, the lower limits apply.

- The structure is not a swimming pool, or a building used to shelter animals, poultry, or the like.
 - Where multiple structures are located within side and rear setback regions as permitted by this Section of the Code, the minimum distance between the closest points of these structures shall be fifty (50) feet.
- b. See Subsection 13-10.1b for regulations pertaining to accessory structures used for agriculture.

Section 4:

Any article, section, paragraph, subsection, clause, or other provision of the Code of the Township of Hardwick inconsistent with the provisions of this Ordinance is hereby repealed to the extent of such inconsistency.

Section 5:

If any section, paragraph, subsection, clause, or provision of this Ordinance shall be adjudged by a court of competent jurisdiction to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause, or provision so adjudged, and the remainder of this Ordinance shall be deemed valid and effective.

Section 6:

This Ordinance shall take effect upon its passage and publication as provided by law.

Motion made by Duffy, second by Lovell and carried to open public hearing.

No public Comment

Motion made by Lovell, second by Jacksic and carried to close public hearing.

Motion made by Duffy, second by Lovell approved by roll call vote: Duffy—yes, Lovell—yes, Jacksic—yes, the adoption of Ordinance no. 2022-05

2022-06 An Ordinance “Fixing the Salaries and Wages Range of the Officials, Appointees and Employees of Hardwick Township in the County of Warren and State of New Jersey
 BE IT ORDAINED by the Mayor and Township Committee of Hardwick Township, in the County of Warren and State of New Jersey:

SECTION 1: That the Salary Range of the elected officials, appointees and employees of the Hardwick Township, in the County of Warren and State of New Jersey, shall be as follows:

ADMINISTRATION	AMOUNT	PER	PAYABLE
Township Committee Members	3,300.00-5,000.00	Year	Quarterly
Township Clerk/Registrar	45,000.00-60,000.00	Interlocal Agreement	
Office Assistant (P/T)	13.00-22.00	Hour	Bi-Weekly
Recreation	1,000-4,000.00	Year	End of Year
Grants Coordinator	750.00-2,500.00	Year	Monthly
FINANCE			
Chief Financial Officer	17,000.00-25,000.00	Year	Monthly
Tax Assessor	20,000.00-25,000.00	Year	Monthly
Tax Collector	14,000.00-22,000.00	Interlocal Agreement	
LAND USE			
Board Secretary	10,000.00-17,000.00	Year	Quarterly
Extra Meeting Above 12	85.00-125.00	Year	Quarterly
Code Enforcement Official	13,000.00-23,000.00	Year	Monthly
Vacant Properties	2,500.00-5,000.00	Year	End of Year
DEPARTMENT OF PUBLIC WORKS			
Director of Public Workds	85,000.00-100,000.00	Year	Bi-Weekly
Equipment Operator/Laborer	20.00-35.00	Hour	Bi-Weekly
Emergency Truck Driver	21.00-30.00	Hour	Bi-Weekly
Summer Help	15.50-25.00	Hour	Bi-Weekly
CLEAN COMMUNITIES			
Recycling Coordinator	250.00-500.00	Year	Quarterly
ANIMAL CONTROL			
Animal Control Officer (\$15.00 per hour for court)	7,500.00-13,000.00	Year	Quarterly
EMERGENCY MANAGEMENT			
Coordinator	2,500.00-5,000.00	Year	Quarterly
911 Coordinator	\$1,000-\$3,500.00	Year	Quarterly

SECTION II: Other employees' benefits and compensation are set forth in a Personnel Policy as amended and said guidelines are further amended consistent with this ordinance.

This ordinance shall take effect 20 days after publication and final adoption, pursuant to law.

Motion made by Lovell, second by Duffy and carried to open public hearing.

No public Comment

Motion made by Duffy, second by Jacksic and carried to close public hearing.

Motion made by Lovell, second by Duffy approved by roll call vote: Duffy—yes, Lovell—yes, Jacksic—yes, the adoption of Ordinance no. 2022-06.

2022-07 Capital Ordinance: Improvement of Roads

BE IT ORDAINED the Township Committee of the Township of Hardwick, County of Warren and State of New Jersey, that the following be properly authorized:

Improvements to Various Roads - \$150,000.00

BE IT FURTHER ORDAINED that the financing for the above is as follows:

CAPITAL IMPROVEMENT FUND \$150,000.00

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BE IT FURTHER ORDAINED that the period of usefulness of the improvements is in excess of the five (5) year statutory requirement, and that no debt shall be incurred by the Township for this improvement authorization.

The capital budget conforms with the provisions of this ordinance to the extent of any inconsistency therewith and the resolution promulgated by the Local Finance Board showing full details of the Capital Budget and Capital Program as approved by the Director, Division of Local Government Services as on file with the Municipal Clerk is available for public inspection.

This ordinance shall take effect immediately upon passage and publication in accordance with the law.

Motion made by Duffy, second by Lovell and carried to open public hearing.

No public comment

Motion made by Duffy, second by Jacksic and carried to close public hearing.

Motion made by Lovell, second by Duffy approved by roll call vote: Duffy—yes, Lovell—yes, Jacksic—yes, the adoption of Ordinance no. 2022-07

2022-08 Capital Ordinance: Additional funding for Fuel Depot/ Shed

BE IT ORDAINED the Township Committee of the Township of Hardwick, County of Warren and State of New Jersey, that the following be properly authorized:

Additional Funding to Fuel Depot/Shed - \$15,000.00

BE IT FURTHER ORDAINED that the financing for the above is as follows:

CAPITAL IMPROVEMENT FUND \$15,000.00

BE IT FURTHER ORDAINED that the period of usefulness of the improvements is in excess of the five (5) year statutory requirement, and that no debt shall be incurred by the Township for this improvement authorization.

The capital budget conforms with the provisions of this ordinance to the extent of any inconsistency therewith and the resolution promulgated by the Local Finance Board showing full details of the Capital Budget and Capital Program as approved by the Director, Division of Local Government Services as on file with the Municipal Clerk is available for public inspection.

This ordinance shall take effect immediately upon passage and publication in accordance with the law.

Motion made by Duffy, second by Lovell and carried to open public hearing.

No public Comment

Motion made by Duffy, second by Lovell and carried to close public hearing.

Motion made by Lovell, second by Duffy approved by roll call vote: Duffy—yes, Lovell—yes, Jacksic—yes, the adoption of Ordinance no. 2022-08

CONSENT AGENDA

1. 2022-44 Redemption of Certification of Sale No. 2019-003

WHEREAS, the Tax Collector of Hardwick Township has been paid the amount necessary to redeem with interest calculated in accordance with the New Jersey Statutes and said payment has been deposited in the current account of Hardwick Township on lands known on the Tax Maps and in the Tax Duplicate as the following:

Block 502, Lot 9

Certificate Number 2019-003

Assessed to: Bednarz, Stephen C & Rose Marie

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25 Millbrook-Stillwater Road
Hardwick, NJ 07825

NOW, THEREFORE BE IT RESOLVED by the Mayor and Committee of Hardwick Township that the Municipal Finance Officer is hereby authorized to issue a check for \$35,565.92 (lien) payable to lien holder:

US BANK CUST/PRO CAP 8/PRO CAPITAL MGT II
50 South 16th Street, Suite 2050
Philadelphia, PA 19102

and that the Tax Collector is hereby authorized to cancel said lien from records and forward cancelled Tax Sale Certificate to redeeming party.

Information for Finance Officer

Tax Cert. Amount		4715.65
Subsequent Payment		21000.90
*Redemption Fee		94.31
*interest on certificate	2183.35	
*interest on subsequent		6010.27
Other fees		1561.44
Premium		0.00
Total to lien holder		35565.92
*to be reported on 1099	8287.93	

Motion made by Lovell, second by Duffy approved by roll call vote: Duffy—yes, Lovell—yes, Jacksic—yes Resolution 2022-44.

2. **2022-45 Resolution of the Township Committee of the of Township of Hardwick Authorizing A Grant Application to the New Jersey Department of Transportation for the Primrose Road Project.**

WHEREAS, Hardwick Township is submitting a grant application to the New Jersey Department of Transportation for a project to pave a portion of Primrose, Section 2; and

WHEREAS, the Township Committee of the Township of Hardwick formally approves the grant application for the above stated project; and

BE IT RESOLVED that the Township Engineer is hereby authorized to submit an electronic grant application identified as MA-2023-Primrose Road Section 2-00400 to the New Jersey Department of Transportation on behalf of the Township of Hardwick.

BE IT FURTHER RESOLVED that Mayor and Clerk hereby authorized to sign the grant agreement on behalf of the Township of Hardwick and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Deputy Mayor Lovell read an email from Township Engineer Denis Keenan about the scope of work and the amount being requested for the State Aid Project. Mr. Keenan's email explained that the scope of work will have to be adjusted accordingly to the amount the state approves.

Motion made by Lovell, second Duffy and approved by roll call vote: Duffy—yes, Lovell—yes, Jacksic—yes, Resolution 2022-45.

3. 2022-46 Payment of Vouchers tabled

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UNFINISHED BUSINESS

Voice Over IP Service

Mayor Jacksic spoke to USDA as well at Gottheimers office about a grant that the Township was approved to use for technology. Mayor Jacksic was told that a letter will not be issued. There is an application process that will need to be put in place to use the funds.

Storm Emergency Overtime Rate

Deputy Mayor Lovell sent a rough draft to the committee for this proposal which will have the DPW workers to continue getting paid time and half until a rest period of more than 4 hours.

Mayor Jacksic presented a similar proposal.

Discussion took place about holiday pay which is time and half and changing that to double time.

Request was made for CFO Rolef to do an impact financial study and this will be discussed at a later date.

OEM Plan-Draft -tabled

NEW BUSINESS

Camp Mason request for Tax Exempt Residential Property

This has been an ongoing request. Last communication that paperwork was given to the Tax Assessor but that is as far as it went. Deputy Mayor Lovell will request and update from the township tax assessor and report back at the next meeting.

Zoning Requirements for Cell Tower at 40 Spring Valley Rd.

Deputy Mayor Lovell received an email from the Township Engineer who requested to do a review on the cell tower at 40 Spring Valley Rd. Mayor Jacksic said they are updating equipment. Committee agreed for the engineer to do the review.

Northern New Jersey Council (No Be Bosco) Shooting Range Renewal, Fee Paid, Zoning Rpt.

Motion made by Lovell, second by Jacksic and carried to approve Camp No Be Bosco shooting range renewal.

New Copier Quote

Motion made by Lovell, second by Duffy and approved by roll call vote: Duffy—yes, Lovell---yes, Jacksic—yes to buy a new copier from Freedom Business Machines for the cost of \$7,363.00.

CORRESPONDENCE

No Correspondence.

TOWNSHIP ATTONREY

No Report

TOWNSHIP CLERK

No Report

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TOWNSHIP COMMITTEE REPORTS

Committeeman Duffy received a letter from Bill Rollick who is from the Open Space Institute. Committeeman Duffy will meet with him to see about doing a trail extension on Riverview near the cell tower. Committeeman agreed for Committeeman Duffy to move forward and report back at a later meeting.

Deputy Mayor Lovell thanked DPW Supervisor Campbell. Deputy Mayor Lovell locked the office keys in the office and DPW Supervisor Campbell came to the office to retrieve the keys the night before the meeting.

Deputy Mayor Lovell reported that clean up has begun on East Crisman Rd.

Mayor Jacksic reported that SBA which is a company that owns the cell tower on Spring Valley Rd as well as Riverview Rd. are looking into putting another cell tower up near Camp No Be Bosco in hopes to get more cell phone coverage. Mayor Jacksic will be working with the company on that potential project.

Mayor Jacksic stated that SBA will be upgrading the equipment at the cell-tower on Spring Valley to 5G.

Deputy Mayor Lovell reported that Laura Brill will be doing survey work on the Paulinskill cul-de-sac. Once complete appraisal work will be done by our Township Attorney.

Deputy Mayor Lovell asked that the township get an update from the Warren County Commissioners about the one lane bridge on Spring Valley Rd. Mayor Jacksic has been in constant communication with the commissioner and they are awaiting on permits. Committee discussed speed radar on certain roads in the township which will be discussed with the commissioners.

Mayor Jacksic thanked the Blairstown Rotary for the amazing firework show as well as the Duck Race which was held at the end of the 4th of July celebration at Footbridge Park.

Mayor Jacksic has received many complaints about bear sightings. NJDEP supplied information about bear sightings which Clerk Shipps had posted on the website.

Mayor Jacksic asked the committee if there is a joint maintenance agreement on Mallard Pond Rd. DPW Supervisor Campbell stated that the road was maintained over 30 years ago until it was discovered that it was a private road.

Mayor Jacksic read the calls from Blairstown Ambulance Corp as well as the Blairstown Hose Company.

PUBLIC COMMENT

Paul Hawkins – Stillwater Fire Department reported bears are an issue. Stillwater responded to two calls in Hardwick Township. There has been issue with dispatch. July 23rd there will be a joint training with Blairstown Township. Stillwater Fire Department has 5 new certified fire fighters. 6 new EMRs. August 13th will be an Open House at the Stillwater Fire House with some demonstration and free food.

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There was a discussion about when Hardwick Day's will be. Mayor Jacksic said that there has been no official date, but it is going to be held at the Voss House this year.

July workshop session has been cancelled. August meeting will be held on August 17th.

EXECUTIVE SESSION

Motion made by Duffy, second by Lovell and carried to go into Executive Session at 2022-47- Authorizing Executive Session for the Purpose of Personnel.

WHEREAS, Section 8 of the Open Public Meeting Act, Chapter 231, P. L 1975 permits the exclusion of the public from a meeting under certain circumstances; and

WHEREAS this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Hardwick, in the County of Warren and State of New Jersey as follows:

1. The public shall be excluded from that portion of this meeting.
2. The general nature of the subject matter to be discussed is as follows:
 - A. Personnel

As nearly as can be ascertained, the matter or matters to be discussed at this time will be disclosed to the public when such matters are resolved.

Motion made by Lovell, second by Duffy and carried to close Executive Session at

ADJOURNMENT

Motion made by Duffy, second by Lovell and carried to adjourn tonight's meeting.