

**TOWNSHIP OF HARDWICK  
TOWNSHIP COMMITTEE MEETING MINUTES  
WEDNESDAY MARCH 20, 2024**

**OPENING ROLL CALL:**

The meeting was called to order by Mayor Jacksic at 5:30 pm. Present were Deputy Mayor Meuse and Committeeman Lovell. Also, present were DPW Supervisor Campbell, Township Attorney Igor Bykov, and Municipal Clerk Shipps.

**FLAG SALUTE:**

**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 time the 2024 meeting schedule was adopted.”

**Budget Discussion:**

Township Auditor Kucinski and Chief Financial Officer Rolef were present for budget purposes. Auditor Kucinski handed out a document with a breakdown of the 2024 Budget. Hardwick residents will see a 2.8 cent tax increase in the municipal tax as well as a .01 cent increase in open space tax. Committeeman Lovell commented that he would like to make sure that the Stillwater and Blairstown Hose company receive the money from capital that they requested. CFO Rolef advised the committee of possible upcoming costs which would include an updated tax map and revaluation of the township. CFO Rolef stated the Tax Assessor placed the cost of a revaluation at \$110,000 and the tax maps at approximately \$10,000 per page. Hardwick’s tax maps are about 6 pages, and this would include digitizing. It was decided to proceed with the tax map project but not the revaluation.

Discussion took place regarding the recreation trust and the need to start to spend the trust utilizing the funds for Hardwick Day.

CFO Rolef spoke to the committee regarding the American Rescue Plan and the \$40,000 allocation for repairs to the roof. DPW Supervisor Campbell will get updated quotes for the municipal roof.

Committeeman Lovell explained that the Open Space tax is being utilized for a part time DPW employee and for an Open Space consultant.

Budget will be introduced at the April Meeting with the public hearing and adoption at the May meeting.

**Stormwater Update-Stefanie Williams French & Parello:**

Township Engineer Williams provided the committee with a MS4 Tier A Engineering Compliance. Township Engineer Williams gave an update to the committee and the task that needs to be done for the township to be in compliance.

The committee agreed to have Task 1 completed and will discuss the next steps at a later date. Task 1 consists of base mapping with inlets and outfalls, partial update of storm piping, updating stormwater management structures and GIS data file suitable for submission to NJDEP. Some of these items have been completed or need to be updated.

**PUBLIC COMMENT:**

Tara Mezzanotte provided an update for the Lower Delaware Paulinskill project and making the lower Delaware its own Wild and scenic designation. This designation could take up to 3 years. Mrs. Mezzanotte also provided an update on the NJDOT retaining wall which the Pennsylvania Historic preservation office and the New Jersey Historic Preservation office have put out a visual impact on historic properties. The stonewall is considered historic. No response from NJDOT as yet but Mrs. Mezzanotte will keep the committee updated.

**DEPARTMENT REPORT:**

DPW Supervisor no report.

CFO Rolef no report.

**MINUTES:**

January 17, 2024, Executive Session Meeting Minutes.

January 17, 2024, Public Session Meeting Minutes.

**Motion made by Lovell, second by Meuse and carried to approve the above listed minutes.**

**CONSENT AGENDA:**

1. 2024-27– Resolution of the Township of Hardwick County of Warren, State of New Jersey Authorizing the Execution of a Shared Service Agreement by and between the Town of Newton and Township of Hardwick for the Provisions of Animal Control Services, as Permitted by N.J.S.A. 40A:65-1 ET SEQ.

**WHEREAS**, the Town of Newton provides Animal Control Services located within Warren County, more specifically within the Town; and

**WHEREAS**, a vacancy exists in the office of Animal Control in the Township of Hardwick; and

**WHEREAS**, the Township of Hardwick has a need for the provision of such services; and

**WHEREAS**, the parties have agreed to the terms regarding an Agreement to the provision of Animal Control services.

**NOW THEREFORE BE IT RESOLVED**, that the Township of Hardwick, County of Warren, State of New Jersey, that the Shared Service Agreement for the provision of Animal Control Services by and between the Town of Newton and the Township of Hardwick is hereby approved; and

**BE IT FURTHER RESOLVED**, that the Mayor is authorized to execute and the Clerk is authorized to attest to the execution of said the Agreement, a true and correct copy of which is attached hereto.

2. 2024-28 Transfer of 2022 Budget Appropriations.

**WHEREAS**, NJSA 40A:4-59 permits appropriation transfers during the first 3 months of the succeeding year; and;

**WHEREAS**, there are certain appropriations requiring transfers of 2022 appropriation reserves:

**NOW, THEREFORE, BE IT RESOLVED**, confirmation 2/3 of the full majority effective December 31, 2023

**Transfer From:**

Legal	\$ 1,734.12
Engineering	<u>\$ 13,000.00</u>
	\$ 14,734.12

**Transfer To:**

Tax Collector O/E	\$ 35.00
Administration O/E	\$ 13,664.13
Celebration of Public Events O/E	\$ 1,000.00
Gas – Natural Propane	<u>\$ 34.99</u>
	\$ 14,734.12

3. 2024-29 Authorizing the Transfer of Funds.

**WHEREAS**, NJSA 40A:4-58 permits transfers between current year budget appropriations during the last two months of the municipal fiscal year; and;

**WHEREAS**, there are certain Budget Year 2023 appropriations that require transfers to meet the charges and obligations that will be incurred by the end of this fiscal year.

**NOW, THEREFORE, BE IT RESOLVED**, that the transfer below is hereby authorized effective December 31, 2023 by a 2/3 vote of the full Governing Body

**Transfer From:**

Computer Service	\$ 10,000.00
Administration – O/E	\$ 5,000.00
Emergency Management O/E	\$ 3,000.00
Streets and Roads O/E	<u>\$ 671.46</u>
	\$ 18,671.46

**Transfer To:**

Mayor & Council S/W	\$ 1,752.30
Finance S/W	\$ 7,750.01
Finance O/E	\$ 1,412.17
Tax Collector O/E	\$ 1,751.22
Tax Assessment O/E	\$ 374.72
Legal	\$ 2,785.01
Zoning S/W	\$ 1,685.03
Recreation O/E	<u>\$ 1,161.00</u>
	\$ 18,671.46

4. 2024-30 Resolution to Move American Rescue Plan Monies to the Council on Affordable Housing Trust Fund (COAH).

**WHEREAS**, the Township has received \$169,458.39 from the American Rescue Plan; and

**WHEREAS**, it has been determined that the Township wishes to utilize \$30,000.00 of said monies for Council on Affordable Housing Expenses (COAH),

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Committee of the Township of Hardwick, County of Warren, and State of New Jersey that thirty thousand (\$30,000.00) of the American Rescue Monies be transferred to the Council on Affordable Housing Trust Fund (COAH).

5. 2024-31 Resolution for Cast Plaque at Spring Valley Christian Church.  
Whereas Warren County is celebrating its Bi-Centennial year in 2025 and  
Whereas to celebrate its Bi-Centennial, the Warren County Board of Commissioners is offering \$500 grants to municipalities to place permanent markers on historically significant sites in Warren County and  
Whereas the Hardwick Township Committee wishes to utilize this program to place a permanent 20" x 11" cast plaque on the millstone fronting the Spring Valley Christian Church located along Spring Valley Road in Hardwick Township and  
Whereas the Spring Valley Christian Church is listed on both the New Jersey and National Registers of Historic Places in Warren County and  
Whereas the site is a stop off point for travelers visiting the Millbrook Village and Delaware Water Gap National Recreation Area and  
Whereas Hardwick Township will pay all costs for acquiring and mounting the plaque and seek reimbursement from the county  
Now Therefore Be It Resolved by the Hardwick Township Committee at a meeting held on March 22, 2024 that a grant application package shall be submitted to the Warren County Division of Cultural & Heritage Affairs and upon receiving approval to proceed, a plaque shall be acquired for placement on the Spring Valley Christian Church millstone

6. 2024-32 Appointing Deputy Emergency Management Coordinator.

**BE IT RESOLVED** that Tyrone Coronato is appointed as the Deputy Emergency Management Coordinator for the Township of Hardwick, County of Warren, State of New Jersey.

**BE IT FURTHER RESOLVED** that the Mayor and Hardwick Township Committee endorses this appointment for 1 year.

7. 2024-33 Authorizing Execution of an Agreement with the Region VIII Education Service Center for TIPS National Cooperative Purchasing.

**WHEREAS**, New Jersey P.L. 2011, Chapter 139, allows local contracting units to utilize national cooperative contracts as a method of procurement for goods and services as long as the contracts have been competitively procured; and

**WHEREAS**, the Interlocal Purchasing System (TIPS) is one such national cooperative located at 4845 US Highway 271 North, Pittsburg, Texas, and is available for use by government entities; and

**WHEREAS**, the purpose of the TIPS is to provide substantial savings and best value for participating education entities or public agencies through cooperative purchasing; and

**WHEREAS**, Township of Hardwick desires to enter into an Agreement with the TIPS, which is administered by Region VIII Education Service Center; and

**WHEREAS**, this cooperative offers a discount on office equipment that may be needed in Township of Hardwick; and

**WHEREAS**, there is no cost to the Township of Hardwick to join this cooperative.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee authorizes the mayor and clerk to sign and execute the interlocal agreement between the Region VIII Education Service Center (TIPS) and the Township of Hardwick.

8. 2024-34 Approving Payment of Vouchers.

**WHEREAS** all claims as reviewed and listed on the attached bill list are approved as reasonable and proper claims against the Township of Hardwick to be paid from its current fund; and

**WHEREAS**, the CFO has certified that funds are available to pay such claims.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Hardwick, County of Warren, State of New Jersey that the bills on the attached bill listed are authorized to be paid.

**UNFINISHED BUSINESS:**

**Cannabis Licensing Ordinance Request.**

Request has been dropped since the property known as the Veda Farms was purchased by another party.

**Zone Change Request Policy.**

Attorney Bykov prepared a draft ordinance for zone change policy. This draft ordinance will be presented to the Land Use Board for review and will be introduced at the next township meeting.

**Spring Valley Rd update.**

No update.

**RAVE text update.**

Deputy Mayor Meuse reported that the county will not pay for the texting portion of the Rave program.

**Cell Tower Lease.**

A letter had been sent and no response has been heard from Senator OScanlon's office on this matter.

### **Tree Removal Sample Ordinance.**

Township Engineer Williams and Township Attorney Bykov will work together to get an ordinance that fits Hardwick and present it to the township committee at a later meeting.

### **Zoning ordinance amendment to define and govern the placement of box containers for storage and/or residential uses in Hardwick Township.**

Attorney Bykov requested clarification from the committee if they wanted to prohibit box containers or if they wanted to have control over what the containers looked like. It was the committee's desire to have more control over the containers. Attorney Bykov will have a sample ordinance at a later meeting.

### **Calendar Events**

- Hardwick Clean Up Week (bulk items) is scheduled for May 6<sup>th</sup> – May 11<sup>th</sup>
- Hardwick Day-October is scheduled for May 13<sup>th</sup>.

Committee agreed to prepare post cards to send to residents for upcoming events.

### **NEW BUSINESS:**

Special Meeting Dates no need to have a special meeting.

### **CORRESPONDENCE:**

February 20, 2024, letter from NJDEP.

RE: Approval of Stormwater Assistance Grant Deliverable.

February 21, 2024, Letter from JCP&L.

RE: I/M/O the Verified Petition of Jersey Central Power & Light for Approval of JCP&L's Energy Efficiency and Conservation Plan Including Energy Efficiency and Peak Demand Reduction Programs.

March 1, 2024, letter from JCP&L.

RE: IN the matter of the Petition of Jersey Central Power & Light Company for Approval of Zero Emission Certificate Recovery Charge.

### **TOWNSHIP ATTORNEY:**

Attorney Bykov stated that there has been no response from the court regarding the Anderson matter.

### **TOWNSHIP CLERK:**

Clerk Shipp stated that she has found furniture for the office but needs the DPW's help in measuring.

### **TOWNSHIP COMMITTEE REPORTS:**

#### **Committeeman Lovell-**

Attended the Stillwater installation dinner which was a nice event.

Deputy Mayor Meuse- nothing to report.

Mayor Jacksic-noting to report.

### **PUBLIC COMMENT:**

There was no comment from the public.

**EXECUTIVE SESSION:**

There were no matters to be discussed in executive session.

**ADJOURNMENT:**

Motion made by Jacksic second by Meuse and carried to adjourn the meeting at 8:52 pm.

Respectfully submitted by:

Kristin Shipps, RMC