

**TOWNSHIP OF HARDWICK
COMMITTEE MEETING MINUTES
WEDNESDAY, APRIL 16, 2025**

OPENING ROLL CALL:

Mayor Jacksic called the meeting to order at 6:00 p.m. Deputy Mayor Meuse (via phone conference, hung up at 7:30 pm) and Committeeman Lovell were present. CFO Christine Rolef, DPW Supervisor Campbell, Township Attorney Igor Bykov, and Municipal Clerk Shipps were also present.

FLAG SALUTE: Mayor Jacksic led the 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 2025 meeting schedule was adopted.”

Stefanie Williams – Township Engineer Stormwater Update.

Township Engineer Williams reported to the committee on stormwater compliance status. It was noted that \$40,000 of a \$50,000 grant has been spent on mapping, completed by French and Perello. The total estimated cost for compliance is approximately \$83,000. The township is currently not in compliance due to a lack of documentation for inlet and catch basin cleanings. The report highlighted challenges in MS4 permitting for Tier A municipalities, which requires extensive maintenance and documentation. Discussion followed regarding the definition of catch basins, with the DEP considering any point of water entry as an inlet regardless of type.

The Committee discussed the mitigation status of the Riverview development lot where the owner cleared and graded beyond approved limits. The mitigation has not been completed. Engineer is to advise the Construction Official that the site is not compliant as of this date and a Certificate of Occupancy should be withheld.

PUBLIC COMMENT:

No public comment.

DEPARTMENT REPORT:

DPW Supervisor Campbell reported that the township received over 100 tons of rock from the Spring Valley Road improvement job. He also stated that the Spring Clean-up Week will be May 5th – May 10th.

MINUTES:

March 19, 2025, Executive Session Meeting Minutes.

March 19, 2025, Public Session Meeting Minutes.

Motion made by Lovell, seconded by Jacksic, and carried to approve the above minutes.

ORDINANCE:

Public Hearing/ Adoption:

2025-03 Ordinance of the Township of Hardwick, County of Warren, State of New Jersey
Creating Chapter 50 Entitled “Lead-Based Paint Inspections” to Require Lead-Based Paint
Inspections in Certain Residential Dwellings, as Mandated by P.L. 2021, C. 182.

WHEREAS, the State of New Jersey enacted P.L. 2021, c. 182, codified under N.J.S.A.
52:27D-437.1, et seq., establishing lead-based paint testing programs for certain residential rental
properties; and

WHEREAS, pursuant to P.L. 2021, c.182, all municipalities are required to inspect every
single-family, and two-family, and multiple rental dwelling located within the municipality on a
recurring basis and at tenant turnover for lead-based paint hazards; and,

WHEREAS, the Township Committee of the Township of Hardwick determined it is in
the best interests of Township residents to amend the Township Code at this time to require
inspections for lead-based pain in certain residential rental dwellings to conform with State law.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township
of Hardwick, County of Warren, State of New Jersey, that Chapter 50 entitled “Lead-Based Paint
Inspections” be created as follows:

SECTION I

Chapter 50 – Lead-Based Paint Inspections.

§ 50-1. Definitions.

Commissioner – the Commissioner of the Department of Community Affairs (DCA).

Dwelling – building containing a room or rooms, or suite, apartment, unit, or space, that is rented
and occupied or intended to be rented and occupied for sleeping and dwelling purposes by one or
more persons.

Dwelling Unit – means a unit within a building that is rented and occupied or intended to be rented
and occupied for sleeping and dwelling purposes by one or more persons.

Dust Wipe Sampling – A sample collected by wiping a representative surface and tested in
accordance with a method approved by the United States Department of Housing and Urban
Development.

Lead Abatement – Measures designed to permanently eliminate lead-based paint hazards in
accordance with standards established by the Commissioner of Community Affairs in compliance
with standards promulgated by the appropriate federal agencies.

Lead-Based Paint Hazard – Any condition that causes exposure to lead from lead-contaminated
dust or soil or lead-contaminated paint that is deteriorated or present in surfaces that would result
in adverse human health effects.

Lead Evaluation Contractor – A person certified by the New Jersey Department of Community Affairs to perform lead inspection and risk assessment work pursuant to N.J.A.C. 5:171.1 et seq.

Tenant Turnover – The time at which all existing occupants vacate a dwelling unit(s) and all new tenants move into the dwelling unit.

Visual Assessment – A visual examination for deteriorated paint or visible surface dust, debris, or residue.

§ 50-2. Required Initial Inspection

The owner, landlord, and/or agent of every single-family, two-family, and/or multiple dwelling unit(s) offered for rental shall be required to obtain an inspection of the unit for lead-based paint hazards within two (2) years of the effective date of the law, July 2, 2022, or upon tenant turnover, whichever is earlier.

§ 50-3. Required Recurring Inspection.

After the initial inspection required by Section 50-2, the owner, landlord, and/or agent of such dwelling unit(s) offered for rental shall be required to obtain an inspection of the unit for lead-based paint hazards every three (3) years, or at tenant turnover, whichever is earlier, except that an inspection upon tenant turnover shall not be required if the owner, landlord, and/or agent has a valid lead-safe certification.

§ 50-4. Option to Hire Lead Evaluation Contractor.

The owner, landlord, and/or agent may directly hire a lead evaluation contractor who is certified to provide lead paint inspection services by the New Jersey Department of Community Affairs to satisfy the requirements of Section 50-2 instead of the municipal inspection contemplated by Section 50-2. In the event that a dwelling owner or landlord directly hires such a lead evaluation contractor, the term “Township Code Enforcement Officer” shall also mean and include such lead evaluation contractor for purposes of this Chapter.

§ 50-5. Consultation with the Local Board of Health.

The Township Code Enforcement Officer or such lead evaluation contractor with the duty to inspect single-family, two-family, and multiple rental dwellings pursuant to this Chapter, may consult with the local health board, the State of New Jersey Department of Health, or the State of New Jersey Department of Community Affairs concerning the criteria for the inspection and identification of areas and conditions involving a high risk of lead poisoning in dwellings, methods of detection of lead in dwellings, and standards for the repair of dwellings containing lead paint.

§ 50-6. Standards.

Inspection for lead-based paint in rental dwelling units shall be governed by the standards set forth in N.J.S.A. 52:27D-437.1 et seq., and N.J.S.A. 55:13A-1 et seq., as may be amended from time to time.

§ 50-7. Exceptions.

A dwelling unit in a single family, two family, or multiple rental dwelling shall not be subject to inspection and evaluation for the presence of lead-based paint hazards, or for any fee(s) for such inspection or evaluation, if the unit:

- a. has been certified to be free of lead-based paint;
- b. was constructed during or after 1978;
- c. is in a multiple dwelling that has been registered with the Department of Community Affairs as a multiple dwelling for at least ten (10) years, either under the current or a previous owner, and has no outstanding lead violations from the most recent cyclical inspection performed on the multiple dwelling under the "Hotel and Multiple Dwelling Law", N.J.S.A. 55:13A-1, et seq.;
- d. is a single-family or two-family seasonal rental dwelling which is rented for less than six (6) months-duration each year by tenants that do not have consecutive lease renewals; or
- e. has a valid lead-safe certification issued in accordance with N.J.S.A. 52:27D-437.16(d)(2).

§ 50-8. Remediation.

If lead-based paint hazards are identified, then the owner, landlord, and/or agent of the dwelling shall remediate the hazards through abatement or lead-based paint hazard control mechanisms in accordance with N.J.S.A. 52:27D-437.16(d). Upon the remediation of the lead-based paint hazard, the Township Code Enforcement Officer or his/her designee, as may be applicable, or the owner's private lead inspector, shall conduct an additional inspection of the unit(s) to certify that the hazard no longer exists.

§ 50-9. Lead-Safe Certification.

If no lead-based paint hazards are identified, then the Township Code Enforcement Officer or his/her designee, or the owner's private lead inspector shall certify the dwelling as lead safe on a form prescribed by the Department of Community Affairs (DCA), which shall be valid for two (2) years and shall be filed with the Township's Code Enforcement Officer. The Township Code Enforcement Officer shall maintain up-to-date information on inspection schedules, inspection results, tenant turnover, and a record of all lead-free certifications issued pursuant to N.J.A.C. 5:17.

§ 50-10. Owner, Landlord, and/or Agent Responsibility.

In accordance with N.J.S.A. 52:27D-437.16(e), the owner, landlord, and/or agent shall:

- a. provide evidence of a valid lead-safe certification and the most recent tenant turnover to the Township of Hardwick at the time of the cyclical inspection carried out under the "Hotel

and Multiple Dwelling Law,” N.J.S.A. 55:13A-1, et seq., unless not required to have had an inspection by a lead evaluation contractor or permanent local agency pursuant to § 50-7 hereof;

- b. provide evidence of a valid lead-safe certification to new tenants of the property at the time of tenant turnover, unless not required to have had an inspection by a lead evaluation contractor or permanent local agency pursuant to § 50-7 hereof, and shall affix a copy of such certification as an exhibit to the tenant’s or tenants’ lease; and
- c. maintain a record of the lead-safe certification which shall include the name or names of the unit’s tenant or tenants if the inspection was conducted during a period of tenancy, unless not required to have had an inspection by a lead evaluation contractor or permanent local agency pursuant to § 50-7 hereof.

§ 50-11. Notification to the Commissioner of Community Affairs.

If the Township Code Enforcement Officer finds that a lead-based paint hazard exists in a dwelling unit upon conducting an inspection pursuant to this Chapter, then the Code Enforcement Officer shall notify the Commissioner of Community Affairs, who shall review the findings in accordance with the “Lead Hazard Control Assistance Act,” N.J.S.A. 52:276D-437.8.

§ 50-12. Inspections as a Result of Testing of Children of Six Years of Age or Younger.

- a. If less than three percent (3%) of children tested in the Township, six (6) years of age or younger, have a blood lead level greater than or equal to five (5) ug/dL, according to the central lead screening database maintained by the State of New Jersey Department of Health pursuant to N.J.S.A. 26:2-137.6, or according to other data deemed appropriate by the commissioner (as such term is used in and for the purposes of N.J.S.A. 52:27D-437.16), then the Township Code Enforcement Officer may inspect a dwelling located therein for lead-based paint hazards through visual assessment.
- b. If at least three percent (3%) of children tested, six (6) years of age or younger, have a blood lead level greater than or equal to five (5) ug/dL, according to the central lead screening database maintained by the State of new Jersey Department of Health pursuant to section 5 of P.L.1995, c.328 (N.J.S.A. 26:2-137.6), or according to other data deemed appropriate by the commissioner, then the Township Code Enforcement Officer shall inspect a dwelling located therein through dust wipe sampling.
- c. If a lead hazard is identified in an inspection of one of the dwelling units in a building consisting of two- or three- dwelling units, then the Township Code Enforcement Officer shall inspect the remainder of the building’s dwelling units for lead hazards, with the exception of dwelling units that have been certified to be free of lead-based paint.

§ 50-13. Fees.

The Municipality shall assess a fee of twenty dollars (\$20.00) per unit inspected by a certified lead evaluation contractor or permanent local agency for the purposes of the “Lead Hazard Control Assistance Act,” P.L.2003, c.311 (N.J.S.A. 52:27D-437.1 et al.) concerning lead hazard control work, unless the unit owner demonstrates that the Department of Community Affairs has already assessed an additional inspection fee of twenty dollars (\$20.00) pursuant to the provisions of section 10 of P.L.2003, c.311 (N.J.S.A. 52:27D-437.10).

§ 50-14. Violations and Penalties.

In accordance with N.J.S.A. 52:27D-437.19, the penalties for a violation of this Chapter shall be as follows:

- a. If a property owner has failed to conduct the required inspection or initiate any remediation efforts, the owner shall be given thirty (30) days to cure the violation.
- b. If the property owner has not cured the violation after thirty (30) days, the property owner shall be subject to a penalty not to exceed one thousand dollars (\$1,000.00) per week until the required inspection has been conducted or remediation efforts have been initiated.

SECTION II: Repealer.

All Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistencies.

SECTION III: Severability.

If any article, section, subsection, paragraphs, phrase or sentence is, for any reason, inconsistent with the Code of the Township of Hardwick, or is held to be unconstitutional or invalid, said article, section, subsection, paragraph, phrase or sentence shall be deemed severable.

SECTION IV: Effective Date.

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

Motion made by Lovell, seconded by Meuse, and carried to open the public hearing.

No public comment.

Motion made by Lovell, seconded by Meuse, and carried to close the public hearing.

Motion made by Lovell, seconded by Meuse, and approved by roll call vote: Lovell—yes, Meuse—yes, Jacksic—yes to adopt ordinance 2025-03.

2025-04 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A: 4-45.14).

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to

2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Township Committee of the Township of Hardwick in the County of Warren finds it advisable and necessary to increase its CY 2025 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Township Committee hereby determines that a 1.0% increase in the budget for said year, amounting to \$9,854.94 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Township Committee of the Township of Hardwick, in the County of Warren, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2025 budget year, the final appropriations of the Township of Hardwick shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 1.0%, amounting to \$9,854.94 and that the CY 2025 municipal budget for the Township of Hardwick be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Motion made by Lovell, seconded by Meuse, and carried to open the public hearing.

No public comment.

Motion made by Meuse, seconded by Lovell, and carried to close the public hearing.

Motion made by Lovell, seconded by Meuse, and approved by roll call vote: Lovell—yes, Meuse—yes, Jacksic—yes to adopt ordinance 2025-04.

Introduction:

2025-05 Ordinance of the Township of Hardwick, County of Warren, State of New Jersey, Repealing and Replacing Section 2-13 Entitled “Road Department” of Chapter 2-Administration to Amend the Position Comprising the Township Road Department.

WHEREAS, the Township Committee of the Township of Hardwick, County of Warren, State of New Jersey wishes to repeal and replace Section 2-13 entitled “Road Department” concerning the creation of positions within the department of public works to amend the positions listed therein that comprise the Township’s Road Department; and

WHEREAS, presently, the Township’s Road Department consists of four positions, without accounting for summer and/or seasonal help, nor does the present Section address the chain of command in the Department; and

WHEREAS, the Township Committee believes that the reconfiguration of Section 2-13 of the Hardwick Township Code is in the best interest of the Township, its employees, and its residents.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Hardwick, County of Warren, State of New Jersey that Section 2-13 entitled “Road Department” of Chapter 2 – Administration – of the Hardwick Township Code is hereby deleted in its entirety and is replaced as follows:

SECTION I:

Section 2-13 entitled “Road Department” of Chapter 2 – Administration – of the Hardwick Township Code is hereby deleted in its entirety and is replaced as follows:

§ 2-13. ROAD DEPARTMENT.

- a. The Township Road Department, subject to the control of the Township Committee or its duly authorized designee, shall take charge of and be responsible for the preservation, operation and maintenance of all public streets, roads, public buildings, vehicles, equipment and such other public facilities, as well as the cutting and clearing of brush, mowing of grass, removal of snow, and any other duties that may be assigned.
- b. The Township Committee may, by resolution, make rules and regulations necessary for the proper regulation of the Road Department and these shall be known as the “Rules and Regulations Governing the Road Department” and shall be binding on each employee of the Department.
- c. Creation of Positions. There are hereby created the following positions within the Department of Public Works:
 1. Certified Public Works Manager (CPWM) – Under the direction of the Township Committee, performs administrative and supervisory duties in planning and organizing the installation, maintenance, and repair of various public works

facilities; does other related duties as required. A Certified Public Works Manager certificate, issued by the State of New Jersey, is required to be eligible for this position. Such certification, if not previously obtained, shall be obtained within two (2) years from the date of accepting the position with the Township.

The Certified Public Works Manager shall be responsible for supervising the staff and/or volunteers assigned to the Road Department and shall be responsible for assigning duties and training, as well as evaluating and recommending both promotions and discipline.

The Certified Public Works Manager shall coordinate with other department heads and have direct access to legal counsel, the municipal engineer, and insurance broker. The Certified Public Works Manager shall further coordinate with State and County authorities as needed and meet and participate with his/her counterparts in other municipalities. CPWM shall be authorized to communicate and meet with the general public as representative of Hardwick and shall, at all times, conduct themselves in the highest professional manner.

The Certified Public Works Manager shall also assist in the preparation of budgets and monitor departmental expenditures so as to remain within the confines of the Municipal budget. The Certified Public Works Manager shall also assist the Township Engineer in preparation of grants including the New Jersey Department of Transportation's annual discretionary grants for road reconstruction and overlays.

The Certified Public Works Manager shall assist in developing specifications, negotiating with contractors and/or vendors, prepare purchase orders with the assistance of the Chief Financial Officer and shall direct vendor/contractor activities in Hardwick.

2. Senior Equipment Operator/Laborer – Under direction of Certified Public Works Manager, operates one or more types of gasoline or diesel powered equipment to perform the more complex and demanding assignments to fine grade slopes, inclines, ramps, curves, and excavations by scrapping, scooping, rolling, lifting, or leveling on all types of terrain; works to fine specifications from grade stakes set by survey party; inspects machinery daily and reports unsafe conditions, services, and makes minor emergency repairs to equipment in garage or field; may occasionally perform a variety of manual or unskilled tasks; does other related duties, as required. Senior Equipment Operator/Laborer shall be in charge of the Township's Road Department in the absence of the Certified Public Works Manager.

Senior Equipment Operator/Laborer must hold and maintain an active Commercial Driver's License (CDL). Senior Equipment Operator/Laborer shall be proficient in the operation of mowers, tractors, front end loaders, backhoes, dump trucks, chainsaws, chippers, weed cutters, and similar equipment owned or leased by the Road Department in support of municipal operations.

3. Equipment Operator/Laborer – Under the direction of the Certified Public Works manager operates one or more types of gasoline or diesel powered equipment to perform the more complex and demanding assignments to fine grade slopes, inclines, ramps, curves, and excavations by scrapping, scooping, rolling, lifting, or leveling on all types of terrain; works to fine specifications from grade stakes set by survey party; inspects machinery daily and reports unsafe conditions; services and makes minor repairs to equipment in the garage or field; may occasionally perform a variety of manual or unskilled tasks; does other related duties as required.

In the absence of the Certified Public Works Manager, the Equipment Operator/Laborer shall take direction from the Senior Equipment Operator/Laborer.

Equipment Operator/Laborer must hold and maintain an active Commercial Driver's License (CDL). Equipment Operator/Laborer shall be proficient in the operation of mowers, tractors, front end loaders, backhoes, dump trucks, chainsaws, chippers, weed cutters, and similar equipment owned or leased by the Road Department in support of municipal operations.

4. Emergency Truck Driver – under the direction Certified Public Works Manager, shall perform duties assigned by the Public Works Manager on an emergent basis.
5. Seasonal Laborer – shall perform the duties assigned by Certified Public Works Manager during a seasonal/temporary assignment.

- d. General powers and responsibilities. Additional duties of the Certified Public Works Manager, Senior Equipment Operator/Laborer, Equipment Operator/Laborer, Emergency Truck Driver, and Seasonal Laborer shall be set by the Township Committee.

SECTION II: Repealer.

All Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistencies.

SECTION III: Severability.

If any article, section, subsection, paragraphs, phrase or sentence is, for any reason, inconsistent with the Code of the Township of Hardwick, or is held to be unconstitutional or invalid, said article, section, subsection, paragraph, phrase or sentence shall be deemed severable.

SECTION IV: Effective Date.

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

Motion made by Meuse, seconded by Lovell, and carried to introduce Ordinance 2025-05 with amendments.

2025-06 Ordinance of the Township of Hardwick, County of Warren, State of New Jersey Amending and Supplementing the Township's Salary Ordinance to Supplement the Road Department Personnel.

WHEREAS, the Township Committee of the Township of Hardwick, County of Warren, State of New Jersey adopted Ordinance No. 2023-12, fixing the salaries and wage ranges of the officials, appointees and employees of Hardwick Township; and

WHEREAS, presently, the above-cited Ordinance accounts for four positions in the Road Department; and

WHEREAS, the Township Committee wishes to amend Section 2-13 – Road Department – of the Township Code by amending the provisions related to the Department of Public Works to incorporate the position of Senior Equipment Operator/Laborer and Seasonal Laborer, as well as to amend the title of Director of Public Works to Certified Public Works Manager; and

WHEREAS, the Township Committee further wishes to amend certain salary ranges of the Department of Public Works employees, and the Qualified Purchasing Agent; and

WHEREAS, the Township Committee believes that such amendment is in the best interest of the Township, its personnel, and the Township residents.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Hardwick, County of Warren, State of New Jersey that the Township's Salary Ordinance be amended and supplemented as follows:

SECTION I:

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	1,000.00-4,000.00	Year	End of Year
Grants Coordinator	750.00-2,500.00	Year	Monthly
FINANCE			
Chief Financial Officer	17,000.00-28,000.00	Year	Monthly
Tax Assessor	20,000.00-28,000.00	Interlocal Agreement	

Tax Collector	14,000.00-23,000.00	Interlocal Agreement	
Qualified Purchasing Agent	2,500.00-3,500.00	Year	Monthly

LAND USE

Board Secretary	10,000.00-20,000.00	Year	Quarterly
Extra Meeting Above 12	85.00-125.00	Year	Quarterly
Code Enforcement Official	13,000.00-23,000.00	Year	Monthly

DEPARTMENT OF PUBLIC WORKS

Certified Public Works Manager	95,000.00-115,000.00	Year	Bi-Weekly
Senior Equipment Operator/Laborer	21.00-40.00	Hour	Bi-Weekly
Equipment Operator/Laborer	21.00-35.00	Hour	Bi-Weekly
Emergency Truck Driver	21.00-30.00	Hour	Bi-Weekly
Seasonal Laborer	15.50-25.00	Hour	Bi-Weekly

CLEAN COMMUNITIES

Recycling Coordinator	250.00-500.00	Year	Quarterly
-----------------------	---------------	------	-----------

EMERGENCY MANAGEMENT

Coordinator	2,500.00-5,000.00	Year	Quarterly
911 Coordinator	1,000.00-3,500.00	Year	Quarterly

SECTION II: Repealer.

All Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistencies.

SECTION III: Severability.

If any article, section, subsection, paragraphs, phrase or sentence is, for any reason, inconsistent with the Code of the Township of Hardwick, or is held to be unconstitutional or invalid, said article, section, subsection, paragraph, phrase or sentence shall be deemed severable.

SECTION IV: Effective Date.

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

Motion made by Meuse, seconded by Lovell, and carried to introduce Ordinance 2025-06 with amendment.

Public Hearing/ Adoption

2025 Budget

Motion made by Lovell, seconded by Meuse, and carried to open the public hearing.

No open public comment.

Motion made by Meuse, seconded by Lovell, and carried to close the public hearing

Committeeman Lovell stated that the budget includes a two-cent tax increase, resulting from a \$12,679 loss in state aid. The increase is expected to add approximately \$50 per year to the average homeowner's tax bill.

Motion made by Lovell, seconded by Meuse, and approved by roll call vote: Lovell—yes, Meuse—yes, Jacksic—yes for adoption of the 2025 budget.

Consent Agenda:

1. 2025-32- Professional Service Agreement

WHEREAS, the Township of Hardwick has a need to acquire a real estate advisor for Block 1003, Lots 15, 13.12, as a non-fair and open contract pursuant to provisions on 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 not exceed \$2,240.00; and

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

WHEREAS PARK WAY CONSULTING has agreed to provide real estate advisor services for the rates broken out in 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, of the County of Warren, that the Mayor and Clerk are authorized to enter into a contract with PARK WAY CONSULTING as described herein as real estate advisors on and in behalf of the Township of Blirstown for the year 2025; and

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.

2. 2025-33- Approving Vouchers and Claims

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.

Motion was made by Meuse, seconded by Lovell, and approved by roll call vote: Lovell—yes, Meuse—yes, Jacksic—yes to approve the consent agenda.

UNFINISHED BUSINESS:

Website Update - Deputy Mayor Meuse stated that there are pictures that need to be updated.

Township Fee Schedule -tabled

State Development and Redevelopment Plan Cross-Acceptance Process 2024 Cross-Acceptance Manual - PowerPoint was distributed to the committee for review and will be discussed at the next meeting.

Emergency Operation Plan - Deputy Mayor Meuse reported that the plan has been updated.

Vass Farmstead Lease Update - The sublease lease agreement for Vass House was discussed, and it was felt to be unnecessary. The Committee agreed to appoint an oversight committee. A resolution will be prepared for the next meeting.

NEW BUSINESS:

Municipal Phone Lines - Clerk Shipps advised that she has a spreadsheet of phone numbers for the municipal building and will contact Brightspeed to cancel any unnecessary numbers.

Alina Lodge Meeting - Mayor Jacksic stated that he is awaiting a response for a meeting date.

Dedication Ceremony for the Reopening of Spring Valley Road - There is no date yet regarding the reopening of the road.

North Warren Veterinary Service –

Animal Control contract discussion for both the local vet and hospital - treatment bills shall not exceed \$500 without first obtaining authorization from either the pet owner if pet is claimed, or the assigned Hardwick Committee member if pet is not claimed.

CORRESPONDENCE:

March 31, 2025, Lisa Hibbs, Commercial Utility Consultants.

Subject: SWAEC GEA Program - Price Adjustment Contract Addendum.

April 2, 2025, Cathy Haschak, Warren County Division of Aging & Disability Services.

Subject: 2025 Warren County Outstanding Senior Nominations.

April 10, 2025, Gina Roseland, Warren County Division of Cultural & Heritage Affairs.

Subject: Warren County Bicentennial Celebration 2025.

April 10, 2025, Cathy Haschak, Warren County Division of Aging & Disability Services.

Subject: Home Delivered Meal Drives Needed.

TOWNSHIP ATTORNEY:

Township Attorney Bykov emailed a response to the committee regarding the most recent garbage container ordinance forwarded to the zoning officer.

TOWNSHIP CLERK:

Clerk Shipp acknowledged that postcards with the dates for the Spring clean-up and Hardwick Township shredding event were sent out.

TOWNSHIP COMMITTEE REPORTS:

Committeeman Lovell stated that he completed all employee evaluations.

Deputy Mayor Meuse read the callouts for Blairstown Hose Company.

Bob Wolf provided the callouts for Stillwater Hose Company.

Mayor Jacksic reported Hardwick Township working with the NJDEP, to participate in the Bear Proof Pilot program. Clerk Shipp prepared an online form for residents to sign and pick up either a 96-gallon or 64-gallon garbage can. To date, 81 residents have signed up.

PUBLIC COMMENT:

No Public Comment.

EXECUTIVE SESSION:

2025-34 Resolution Authorizing Executive Session

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. Contract Discussion
 - B. 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.

Meuse made the motion, seconded by Jacksic, and carried to go into the executive session at 8:15 p.m.

Meuse made the motion, seconded by Lovell and carried to return to the public session at 8:36 p.m.

Attorney Bykov stated that two matters were discussed in executive session. One regarding contractual matters related to the lease of the Riverview Drive cellular tower site. The action to be taken is to allow the township attorney to prepare and distribute a letter related to the cell tower lease, as discussed in executive session.

Motion made by Lovell, seconded by Meuse, and carried to authorize the attorney to prepare and distribute the letter.

The second matter was regarding employee increases. No action will be taken on this matter at this time.

Copies of these minutes will be available when the committee determines there is no harm to public interest.

ADJOURNMENT:

Meuse made a motion, seconded by Lovell and carried to adjourn the meeting at 8:45 pm.

Respectfully submitted by:

Kristin Shipps, RMC