

**HARDWICK TOWNSHIP
LAND USE BOARD MINUTES**

June 18, 2025
Special Meeting

Chairman McKim called the meeting to order at 6:00 p.m., and the flag salute was conducted.

Chairman McKim read the following statement:

“Adequate notice of this meeting has been provided in accordance with the Open Public Meeting Act, P.L. 1975, Notice of this meeting was posted on the township website and on the bulletin board of the municipal building at 40 Spring Valley Road.

ROLL CALL:

The following Board Members were present: Fred Butcher, Cynthia Caffrey, Lori Gold, Jon Liegner, Christina Suyker, Alternate Ty Coronato, Cindy Keimel, Mayor Jacksic, and Chairman Jim McKim. Absent: William Hughes, Nichole Meuse, Alternate Jim Purpura.

Board Secretary Kristin Shipps and Board Attorney Glenn Gavan were also present.

NEW BUSINESS:

Public Hearing – Fourth Round Housing Element and Fair Share Plan.

McKinley Mertz- Planner from Hyer and Gruel provided the board members with a comprehensive summary of the Affordable Housing Trust Fund Spending Plan.

The presentation covered the following key points:

Background Information:

- Ms. Mertz explained that Hardwick Township is currently in compliance due to a durational adjustment.
- The township lacks adequate infrastructure, particularly sewer or water systems, to support new housing development.

Fund Status and Financial Overview:

Current Fund Status:

- Current balance as of January 1, 2025: \$50,388.
- Historical collections since 2002: Over \$100,000 in development fees, payments in lieu, and interest.
- Historical expenditures: Nearly \$80,000 on administrative costs, housing activity, and affordability assistance.

Revenue Projections (June 2025 - June 2035):

- Projected development fees: \$90,000.
- Projected interest: \$405.
- Total projected revenue plus current balance: \$140,793.

Planned Expenditures (2025-2035)

The spending plan allocates funds across three categories:

1. New Construction: \$67,972 (48%)

- Reserved for future viable construction projects.
- No current projects planned due to infrastructure limitations.

2. Affordability Assistance: \$36,284 (26%)

- Required minimum 30% of all fees collected.
- Includes \$12,095 specifically for very low-income households (one-third requirement).
- Assists low- and moderate-income households with housing costs.

3. Administrative Expenses: \$36,537 (26%)

- Maximum 20% of revenues allowed for administration.
- Covers program implementation, monitoring, affirmative marketing, and income qualification.

Compliance Requirements

Ms. Mertz outlined the following key compliance requirements:

- Spending must comply with N.J.A.C. 5:93 regulations.
- All funds require Township Committee resolution approval for release.
- Administrative expenses capped at 20% of total revenues.
- Affordability assistance must be at least 30% of fees, with one-third designated for very low-income households.

Fund Balance Projection

The plan projects spending the entire \$140,793 balance by June 30, 2035, with a remaining balance of \$0.

There was no public present for the hearing.

R:25-04- Resolution of the Land Use Board of the Township of Hardwick Adopting a Fourth Round Housing Element and Fair Share Plan.

Motion made by Jacksic, seconded by Coronato and approved by roll call vote: Butcher—yes, Caffrey—yes, Gold—yes, Liegner—yes, Hughes—absent, Mesuse—absent, Suyker—yes, Coronato—yes, Keimel—yes, Purpura—absent, Mayro Jacksic—yes, and Chairman McKim—yes.

The approved plan supersedes all previous spending plans

PUBLIC SESSION:

No public

ADJOURNMENT:

Motion made by Jacksic, seconded by Butcher, and carried to adjourn tonight's meeting at **6:15 pm.**

Respectfully submitted

Kristin Shipps

Land Use Board Secretary