

**TOWNSHIP OF HARDWICK  
ANNUAL REORGANIZATION MEETING MINUTES  
JANUARY 7, 2026**

**OPENING CALL TO ORDER:**

The Annual Reorganization Meeting of the Hardwick Township Committee was called to order at 9:00 a.m.

Roll Call: Present: Committeeman Jacksic and Committeeman Lovell. Absent: Committeewoman Meuse.

Also present: Clerk Shipp and DPW Supervisor Campbell.

**FLAG SALUTE:**

The Pledge of Allegiance to the United States flag was recited.

**SUNSHINE STATEMENT:**

Clerk Shipp read the following: Notices of this meeting have been sent to and published in the New Jersey Herald and Express Times providing the date, time, place, and general agenda set forth in accordance with the Open Public Meetings Act, P.L. of 1975, Chapter 231. Additionally, a notice was posted on the Township Bulletin Board and on the Township Website.

**OATH OF OFFICE:**

Committeewoman Meuse's swearing-in was postponed to the next meeting due to her absence.

**NOMINATION FOR MAYOR FOR THE YEAR 2026.**

**Motion was made by Committeeman Lovell to re-elect Chris Jacksic as Mayor for 2026.**

**The motion was seconded by Mr. Jacksic and carried.**

**Roll Call Vote: All in favor. Motion carried.**

Chris Jacksic was sworn in as Mayor.

**NOMINATION FOR DEPUTY MAYOR FOR THE YEAR 2026.**

**Motion made by Mayor Jacksic to elect Committeeman Lovell as Deputy Mayor for 2026.**

**The motion was seconded by Committeeman Lovell and carried.**

John Lovell was sworn in as Deputy Mayor.

**CONSENT AGENDA:**

1. 2026-01 Various Appointments; Non-Compensated  
WHEREAS it is necessary to appoint various people to fill various positions on various boards, committees, and commissions of the Township of Hardwick, as required by the various ordinances adopted in connection therewith:

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Hardwick that the following persons be appointed to the *Land-Use Board* for terms as set forth:

Nichole Meuse                      1-year term, expiring on 12/31/2026, Class III

**BE IT RESOLVED** by the Mayor and Township Committee of the Township of Hardwick that the following people should be appointed to the *Open Space Advisory Committee* for terms as set forth:

Chris Jacksic 1-year term, expiring on 12/31/2026  
Jim McKim 3-Year term, expiring on 12/31/2028  
Fred Butcher 3-year term, expiring on 12/31/2028

**BE IT FURTHER RESOLVED** that Kristin Shipps shall serve as Public Agency Compliance Officer (PACO) and Affirmative Action Officer for a term of one year expiring December 31, 2026.

2. 2026-02 Designation of Official Newspapers

**BE IT RESOLVED** by the Township Committee of the Township of Hardwick, County of Warren, State of New Jersey, that the following newspapers of general circulation in the Township of Hardwick be designated as the official newspapers for the purpose of legal advertising and notices for the Township of Hardwick in the year 2026:

New Jersey Herald, Newton, NJ

Express Times, Iselin, NJ

3. 2026-03 Adopting Annual Meeting Schedule in Compliance with the Open Public Meeting Act (OPMA)

**BE IT RESOLVED** by the Township Committee of the Township of Hardwick as follows:

1. The following schedule of meetings of the governing body of the Township of Blairstown is hereby adopted:
  - A. The public portion of the meeting will be held on the third Wednesday of each month (unless otherwise noted with a \*) in the Municipal Building at 40 Spring Valley Rd. from 7:00 PM until business has been concluded. Any meeting is subject to cancellation with proper public notification if there are no significant pending items for discussion. Closed sessions will be at the end of the Committee meetings and may be called whenever necessary during the meeting. The Township Committee will adjourn to closed sessions after adopting a proper resolution setting forth the purpose.

January 21, 2026  
March 18, 2026  
May 20, 2026  
July 15, 2026  
September 16, 2026  
\*November 10, 2026

February 18, 2026  
April 15, 2026  
June 17, 2026  
August 19, 2026  
October 21, 2026  
December 16, 2026

**\*\*Formal action may be taken at all public meetings of the Township Committee\*\***

- B. That each and every meeting shall be public for the purpose of transacting any business, either by the governing body alone, or in any joint meeting with other municipal groups, which may become necessary.
  - C. A Special Meeting of the Township Committee may be called. Special Meetings are meetings not on the regular schedule. These Meetings must provide notice to the official newspapers at least forty-eight hours before the meeting.
  - D. All meetings will be held in compliance with the rules set forth by the Township Committee.
2. The agenda for each of the foregoing meetings shall be as follows:
- a. Call to order; roll call
  - b. Flag Salute
  - c. Open Public Meetings Act Statement
  - d. Closed Session, if any \*early start time
  - e. Presentation
  - f. Public Comment five (5) minutes
  - g. Department Reports
  - h. Approval of Minutes
  - i. Ordinances
  - j. Consent Agenda for resolutions
  - k. Resolutions for discussion
  - l. Unfinished Business
  - m. New Business
  - n. Correspondence
  - o. From the Municipal Attorney
  - p. From the Municipal Clerk
  - q. From the Township Committee
  - r. Closed Session, if any
  - s. Adjournment
3. The Municipal Clerk shall prominently post a copy of the Annual Meeting Schedule on the bulletin board in the Municipal Building at 40 Spring Valley Rd. and on the township website.

4. The Municipal Clerk, upon adoption of this resolution, will forward a copy of the Annual Meeting Schedule to the official newspapers for the Township of Hardwick, for publication of legal notices, pursuant to Section 3(d) of the Open Public Meetings Act, Chapter 231, P.L. 1975.
5. A copy of this resolution, or any revision thereof, or any advance written notice of any regular, special or rescheduled meeting during 2025 will be mailed by regular mail to any person making written application for same, pursuant to Section 14 of the Open Public Meetings Act, Chapter 21, P.L. 1975, upon payment of \$10.00 to the Municipal Clerk. Notices of meetings requested by news media in writing shall be mailed by certified mail, return receipt requested, to said news media at the sender's expense. All requests for notices made shall terminate on December 31<sup>st</sup> of each year but shall be subject to renewal upon a new written request.
6. At the commencement of all regularly scheduled meetings, the mayor will announce publicly and shall cause to be entered upon the minutes of the meeting an accurate statement, substantially as follows:

“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 Express Times following the Township’s Annual Reorganization Meeting at which the 2025 meeting schedule was adopted.

7. Robert’s Rules of Order is hereby adopted as parliamentary authority for procedure in meetings.
8. The minutes of each meeting shall become public as soon as the Township Committee approves them.

4. 2026-04 Contracting for Professional Services in Accordance with the Local Public Contract Law (N.J.S.A. 40A-11.1, ET. SEQ.); Municipal Attorney

WHEREAS, the Township of Hardwick needs to acquire a municipal attorney 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 exceed \$17,500; and

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

WHEREAS, Law Firm of Lavery, Selvaggi, & Cohen has agreed to provide attorney services; and

WHEREAS, Law Firm of Lavery, Selvaggi, & Cohen will provide an itemized bill for litigation-related services in the New Jersey Superior Court, Tax Court, Federal courts, or any other court or administrative body; and

WHEREAS, Law Firm of Lavery, Selvaggi, & Cohen has completed and submitted a Business Entity Disclosure Certificate which certified that the firm has not made any reportable contributions to a political or candidate committee in the Township of Hardwick in the previous year, and that the contract will prohibit Law Firm of Lavery, Selvaggi, & Cohen). from making any reportable contributions through the term of 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 legal 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 Law Firm of Lavery, Selvaggi, & Cohen as described herein as Municipal Attorney on behalf of the Township of Hardwick for the year 2026; 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.

5. 2026-05 Contracting for Professional Services in Accordance with the Local Public Contract Law (N.J.S.A. 40A-11.1, ET. SEQ.); Municipal Engineer

WHEREAS, the Township of Hardwick has a need to acquire a municipal engineer 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 exceed \$17,500; and

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

WHEREAS, French & Parrello Associates has agreed to provide engineering services for the rates broken out in the contract; and

WHEREAS, French & Parrello Associates has completed and submitted a Business Entity Disclosure Certificate, which certified that they have not made any reportable contributions to a political or candidate committee in the Township of Hardwick in the previous year, and that the contract will prohibit French & Parrello Associates from making any reportable contributions through the term of 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 engineering

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 French & Parrello, as described herein, as Municipal Engineer on behalf of the Township of Blairstown for the year 2026; 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.

6. 2026-06 Contracting for Professional Services in Accordance with the Local Public Contract Law (N.J.S.A. 40A-11.1, ET. SEQ.); COAH Consultant  
WHEREAS, the Township of Hardwick needs to acquire a COAH Consultant 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 exceed \$17,500; and

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

WHEREAS, Heyer & Gruel has agreed to provide COAH Consultant services for the rates broken out in the contract; and

WHEREAS, Heyer & Gruel have completed and submitted a Business Entity Disclosure Certificate, which certified that the firm has not made any reportable contributions to a political or candidate committee in the Township of Blairstown in the previous year, and that the contract will prohibit Gibbons, PC from making any reportable contributions through the term of 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 coah consultant 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 Heyer & Gruel as described herein as Counsel on behalf of the Township of Hardwick for the year 2026; 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.

7. 2026-07 Contracting for Professional Services in Accordance with the Local Public Contract Law (N.J.S.A. 40A-11.1, ET. SEQ.); Municipal Auditor

WHEREAS, the Township of Hardwick needs to acquire a municipal auditor 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 exceed \$17,500; and

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

WHEREAS, NISIVOCCIA LLP has agreed to provide Municipal Auditor services for the rates broken out in the contract; and

WHEREAS, NISIVOCCIA, LLP has completed and submitted a Business Entity Disclosure Certificate, which certified that NISIVOCCIA, LLP has not made any reportable contributions to a political or candidate committee in the Township of Hardwick in the previous year, and that the contract will prohibit NISIVOCCIA, LLP from making any reportable contributions through the term of 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 NISIVOCCIA, LLP as described herein as auditors on behalf of the Township of Blirstown for the year 2026; 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.

8. 2026-08 Authorizing Investment of Idle Funds and Fund Transfers

WHEREAS, idle funds of the Township of Hardwick should be invested in legal investment vehicles at all times; and

WHEREAS, it is occasionally necessary to transfer funds for the purpose of meeting current township expenses or for the purpose of affecting an investment:

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Hardwick, that it does hereby authorize the Treasurer to request bids and to place orders for the investment of idle funds solely in legally authorized investment vehicles, such investments to be investing institutions; and

BE IT FURTHER RESOLVED that the Treasurer is hereby authorized to transfer funds by wire solely for the following purposes and subject to all pertinent regulations:

1. To or from Township checking or savings accounts to other Township accounts; and
2. To or from Township checking or savings accounts to or from accounts specified by banks of the State of New Jersey Cash Management Funds solely for the purpose of investing for the account of the Township of Hardwick.

9. 2026-09 Cancellation of Certain Real Estate Property Tax Balances

10. WHEREAS, pursuant to N.J.S.A. 40:5-17.1 promulgated by the New Jersey State Legislature, all real estate property taxes of less than \$10.00 (ten dollars) are to be cancelled of record:

11.

12. NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hardwick, County of Warren, State of New Jersey, the Tax Collector is hereby authorized and empowered, pursuant to N.J.S.A. 40:5-17.1, to cancel and remove from the tax duplicate records all refunds and/or delinquent real estate property taxes of less than \$10.00 (ten dollars).

13.

10. 2026-10 Collection of a Fee for Duplicate Tax Sale Certificates

WHEREAS, P.L. 1900 C.90 was amended and signed into law, allowing municipalities to issue duplicate tax sale certificates at a fee not to exceed \$100.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hardwick, County of Warren, State of New Jersey, that a fee of \$100.00 shall be collected for the issuance of a duplicate tax sale certificate.

11. 2026-11 Cash Management Plan (NJSA 40A:5)

BE IT RESOLVED by the Township Committee of the Township of Hardwick, County of Warren, that the Chief Financial Officer shall administer the cash management plan adopted on January 1, 2024 through compliance with N.J.S.A. 40A:5-1 et seq., prudent application of these cash management policies, which shall not conflict with the plan in any way.

**I.** Objectives: The priority of investing practices shall be, in order of descending importance, security, liquidity, and yield.

**A.** Security: The safety of principal is the foremost objective of the cash management plan. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective is to mitigate credit risk and interest rate risk.

1. Credit Risk: Credit risk is the risk of loss due to failure of the security issuer or backer. Credit risk may be mitigated by:

a. Limiting investments to the safest types of securities (indicate rating and agencies to be used).

b. Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisors within which an entity will do business.

c. Diversifying the investment portfolio.

2. Interest Rate Risk: Interest rate risk is the risk that the market value of the securities in the portfolio will fall due to changes in general interest rates. Interest rate risk may be mitigated by:

a. Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity, and

b. By investing operating funds primarily in shorter-term securities for one year.

**B.** Liquidity – The portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. Investments of various funds should be structured so that they match the potential need. Thus, investments of operating funds should be kept in investments with a maturity of not more than one year. Investments of a capital, or long-term trust fund nature should match the expected use of the funds, but not to exceed five years. Investments should consist of securities with active secondary markets or in mutual funds that permit liquidation at net asset value. Securities shall not be sold prior to maturity with the following exceptions:

1. a declining credit security could be sold early to minimize the loss of principal.

2. a security swap would improve the quality, yield, or target duration in the portfolio.

3. liquidity needs of the local unit require that the security be sold.

- C. Yield – The investment portfolio must be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of least importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. The chief financial officer shall carefully evaluate the legality, security, and yield attributes of any investment offering above market yields.

## II. Standards of Care

### A. Prudence

The standard of prudence to be used by investment officials shall be the “prudent person” standard and shall be applied in the context of managing an overall portfolio in accordance with State law and this policy. Chief financial officers acting in accordance with the cash management plan and policy shall be relieved of any liability for loss of such moneys due to their solvency or closing of any depository designated by, or the decrease in value of any investment authorized by, the cash management plan.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

### B. Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall not have personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material investment in financial institutions with which they conduct business. They shall disclose any personal financial/investment transactions with the same individual with whom business is conducted on behalf of their entity. Personnel involved in investment activities shall comply with the Local Government Ethics Law.

### C. Delegation of Responsibility and Authority

Responsibility and authority to manage the cash management plan and policy is granted to the chief financial officers pursuant to N.J.S.A. 40A:5-14. No person may engage in an investment transaction except as provided under the terms of the policy and the written procedures established by the chief financial officer. The chief financial officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

### III. Safekeeping and Custody

- A. Authorized Banks for Deposit of Governmental Funds: The cash management plan shall list all authorized banks for depository of governmental funds. Only banks approved by the Department of Banking and Insurance under the Government Unit Depository Protection Act (GUDPA) can be approved depositories. See “Attachment B.”
- B. Approved Security Broker/Dealers: The cash management plan shall list any approved security broker/dealers. See “Attachment B.”
- C. Internal Controls
  - 1. The governing body shall act to provide that the agency has an internal control structure that is established, defined and maintained to ensure that the assets of the entity are protected from loss, theft or misuse. The chief financial officer shall develop written internal controls and submit them to the governing body for approval. The internal control structure shall be designed to provide reasonable assurance that the assets of the entity are protected from loss, theft or misuse. The concept of reasonable assurance recognizes that:
    - a. the cost of control should not exceed the benefits likely to be derived.
    - b. the valuation of costs and benefits of internal controls requires estimates and judgments by management.
  - 2. Internal control practices shall address the following points:
    - a. Control of collusion: Collusion is a situation where two or more employees are working in conjunction to defraud their employer.
    - b. Separation of transaction authority from accounting and record keeping: By separating the person who authorizes or performs the transaction from the people who record or otherwise account for the transaction, a separation of duties is achieved.
    - c. Custodial safekeeping: Securities purchased from any bank or dealer including appropriate collateral (as defined by N.J.S.A. 2A:9-105) shall be placed with an independent third party for custodial safekeeping.
    - d. Avoidance of physical delivery securities. Book entry securities are much easier to transfer and account for since actual delivery of a document never takes place. Delivered securities must be properly safeguarded against loss or destruction. The potential for fraud and loss increases with physically delivered securities.
    - e. Clear delegation of authority to subordinate staff members. Subordinate staff members must have a clear understanding of their

authority and responsibilities to avoid improper actions. Clear delegation of authority also preserves the internal control structure that is contingent on the various staff positions and their respective responsibilities.

- f. Written confirmation of telephone transactions for investments and wire transfer. Due to the potential for error and improprieties arising from telephone transactions, all telephone transactions should be supported by written communications and approved by the appropriate person. Written communication may be via fax if on letterhead and the safekeeping institution has a list of authorized signatures.
- g. Development of a wire transfer agreement with the lead bank or third-party custodian. This agreement should outline the various controls, security provisions, and delineate responsibilities of each party making and receiving wire transfers.

D. **Delivery vs. Payment:** All trades where applicable will be executed by delivery vs. payment (DVP). This ensures that securities are deposited in the eligible financial institution prior to the release of funds. Securities will be held by a third party custodian as evidenced by safekeeping receipts.

#### IV. Reporting

- A. **Methods:** The chief financial officers shall prepare an investment report to the governing body each month, including a succinct management summary that provides a clear picture of the status of the current investment portfolio and transactions made over the last month. This management summary will be prepared in a manner which will allow the governing body to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report should be provided to the chief executive officer and the governing body. The report will include those items outlined in the cash management plan.
- B. **Performance Standards:** The investment portfolio will be managed in accordance with the parameters specified within the cash management plan and policy. The portfolio should obtain a market average rate of return during a market/economic environment of stable interest rates. Portfolio performance should be compared to appropriate benchmarks on a regular basis.

#### V. Policy

- A. **Exemption:** Any investment currently held that does not meet these guidelines shall be exempted from the requirements of the cash management plan. At maturity or liquidation, such monies shall be reinvested only as provided by the cash management plan and policy.

- B. Amendment: The cash management plan must be approved by the governing body, by resolution, on an annual basis, and may be amended at any time during the year to reflect changes due to changes in laws, funds or investments.

ATTACHMENT B

BE IT RESOLVED by the Township Committee of the Township of Hardwick, County of Warren, that for the year 2025, the following shall serve as the cash management plan of the Township of Hardwick.

The Chief Financial Officer is directed to use this cash management plan as the guide in depositing and investing the Township of Hardwick funds.

The following are suitable and authorized investments:

- Interest-bearing accounts and certificates of deposit in authorized banks, listed below for deposit of local unit funds.
- Government money market mutual funds as comply with N.J.S.A. 40A:5-15.1(e)
- Local government investment pools which comply with N.J.S.A. 40A:5-15.1(e) and conditions set by the Division of Local Government Services.
- New Jersey State Cash Management Fund.
- Repurchase agreements (repos) of fully collateralized securities, which comply with N.J.S.A. 40:A5-15.1(a).

Each month, the Chief Financial Officer shall prepare a schedule of investments purchased and redeemed, investment earnings, fees incurred, and market value of all investments if applicable.

The following Government Unit Depository Protection Act-approved banks are authorized depositories for the deposit of funds:

FIRST NATIONAL BANK OF HOPE, HOPE, NEW JERSEY  
PROVIDENT BANK, FREDON BRANCH  
NJ CASH MANAGEMENT FUND, TRENTON, NEW JERSEY

The following are approved security broker/dealers:

None

The CFO shall report to the governing body any account that does not earn interest.

12. 2026-12 Designating Authorized Signatures on Documents

BE IT RESOLVED by the Township Committee of the Township of Hardwick that the Mayor and the Municipal Clerk be and are hereby authorized to execute and deliver agreements between the Township of Hardwick and any individual or corporation, either public or private; and

BE IT FURTHER RESOLVED that the Mayor, the Municipal Clerk and the Treasurer are authorized to sign checks and other drafts of the Township; and

BE IT FURTHER RESOLVED in the absence of the Mayor, the Deputy Mayor is authorized to sign documents or drafts of the Township.

BE IT FURTHER RESOLVED that vouchers and/or purchase orders will require the signatures of three Committee members, one of whom must be the Mayor or Deputy Mayor.

13. 2026-13 Authorization for Tax Assessor to File Corrective Appeals and Stipulations and Authorization for Township Attorney to Work with Tax Assessor in Defense on Tax Appeals with the Warren County Board of Taxation

WHEREAS, the Township Committee of the Township of Hardwick has been informed by the Tax Assessor of Hardwick Township that from time to time, errors are made in computing the tax assessments governing certain property locations within Hardwick Township; and

WHEREAS, the Tax Assessor of Hardwick Township has requested the Township Committee to authorize the Tax Assessor to file corrections of such errors with the Warren County Board of Taxation.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hardwick, County of Warren, State of New Jersey, that the Tax Assessor is hereby authorized to file corrective appeals and stipulations with the Warren County Board of Taxation concerning those properties wherein errors were made; and

BE IT FURTHER RESOLVED that the Tax Assessor send copies of such corrected assessments to the individuals involved; and

BE IT FURTHER RESOLVED that a certified copy of this resolution be supplied to the Warren County Tax Board, Belvidere, NJ and to the Municipal Assessor for the Township of Hardwick.

BE IT ALSO RESOLVED that the Township Attorney shall work with the Tax Assessor in defending tax appeals before the Warren County Board of Taxation.

14. 2026-14 Temporary Budget for 2026

WHEREAS, NJSA 40a:4-19 provides that where any contract, commitment, or payments are to be made prior to final adoption of the 2026 Municipal Operating Budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, 26.25% of the total appropriation in the 2025 Municipal Operating Budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund, and public assistance is said 2026 Temporary Municipal Operating is the sum of \$338,169.37

NOW, THEREFORE BE IT RESOLVED that the following appropriations be made, and that a certified copy of this resolution be transmitted to the Chief Financial Officer for the record.

15. 2026-15 Fixing the Rate of Interest to be Charged on Delinquent Taxes and Authorizing the Tax Collector to Hold Annual Tax Sale

WHEREAS, N.J.S.A 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for non-payment of taxes or assessments subject to any abatement or

discount for the late payment of taxes or assessments for the late payment of taxes as provided by law; and

WHEREAS, N.J.S.A. 54:4-67 has been amended to permit the fixing of said rate of 8% per annum on the first \$1,500.00 of the delinquency, and 18% per annum on any amount in excess of \$1,500.00, and allows an additional penalty of 6% be collected against a delinquency in excess of \$10,000.00 on properties that fail to pay the delinquency prior to the end of the calendar year:

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

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes becoming delinquent after due date and 18% per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after due date and if a delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31<sup>st</sup>, an additional penalty of 6% shall be charged against the total delinquency.
2. Effective January 1, 2025, there will be a ten (10) day grace period of quarterly tax payments made by cash, check or money order.
3. Any payments not made in accordance with paragraph two of this resolution shall be charged interest from the due date as set forth in paragraph one of this resolution.
4. The Township Clerk shall provide a certified copy of this resolution to the Tax Collector, Township Attorney, and Township Auditor for the Township of Hardwick.

BE IT FURTHER RESOLVED by the Township Committee that the Tax Collector is hereby authorized to hold a tax sale in accordance with law.

#### 16. 2026-16 Cancellation of Certain Real Estate Property Tax Balances

WHEREAS, pursuant to N.J.S.A. 40:5-17.1 promulgated by the New Jersey State Legislature, all real estate property taxes of less than \$10.00 (ten dollars) are to be cancelled of record:

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hardwick, County of Warren, State of New Jersey, the Tax Collector is hereby authorized and empowered, pursuant to N.J.S.A. 40:5-17.1, to cancel and remove from the tax duplicate records all refunds and/or delinquent real estate property taxes of less than \$10.00 (ten dollars).

#### 17. 2026-17 Appointment of Qualified Purchasing Agent

WHEREAS, the Township of Hardwick has a need to appoint a Qualified Purchasing Agent; and

WHEREAS Christine Rolef meets the statutory qualifications to hold the position.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Hardwick, County of Warren State of New Jersey that Christine Rolef is hereby appointed as Qualified Purchasing Agent.

BE IT FURTHER RESOLVED that this appointment provides the Township of Hardwick with a bid threshold of \$44,000.

18. 2026-18 Resolution Authorizing Pre-Payment of Certain Bills for 2026

WHEREAS, the Township of Hardwick has budgeted funds for payment of obligations including, utilities, payroll, debt service, governmental fees and other statutory payments, insurance, and for the advertising, printing and mailing costs of the Township; and,

WHEREAS, the payment of these items occasionally arrives out of time for placement on the next available list of bills and claims, thereby inadvertently placing these bills and mailings in arrears because of the schedule of meetings; and

WHEREAS, the Township's Chief Financial Officer and Township Attorney have advised that the governing body may provide for the pre-payment of these items, so that they may be paid in a timely manner without penalty.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Committee of the Township of Hardwick, Warren County, State of New Jersey that the Chief Financial Officer be and is hereby authorized and directed to make pre-payment of the following items prior to the same appearing on the next meeting's list of bills and claims:

1. Utilities (electric, gas, water, sewer and telephone, cellular telephone, gasoline, diesel fuel, internet providers, etc.).
2. Township payroll and payroll agencies.
3. Debt service as evidenced by pre-authorized bonds and/or notes.
4. Health, dental and other insurance premiums and/or claims.
5. Governmental fees and other statutory payments (school, county, sewage authority, state and county fees).
6. Bills pertaining to the advertising, printing, and mailing costs of the Township.
7. Third party fees collected through pre-authorized credit/debit card processing.
8. Bills where vendor discounts are granted for timely payment. (Example 2% discount for payments made within 10 days.) Maximum dollar amount allowed is \$20,000.
9. Inter-fund Obligations
10. Purchase of Investments

19. 2026-19 Resolution Authorizing the Mayor and Clerk to Execute the Interlocal Services Agreement Between the Pollution Control Financing Authority of Warren County and the Township of Hardwick

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Committee of the Township of Hardwick, County of Warren, State of New Jersey, do hereby authorize the Mayor and Municipal Clerk to enter into the Interlocal Services Agreement Between the Pollution Control Financing Authority of Warren County and the Township of Hardwick,

BE IT FURTHER RESOLVED that they are authorized to sign and attest on behalf of the township.

**Motion made by Deputy Mayor Lovell, seconded by Mayor Jacksic and approved by roll call vote: Lovell; yes, Meuse; absent, Jacksic; yes, to approve the January 7, 2026, Consent Agenda.**

**MAYOR APPOINTMENTS:**

Land Use Board:

Mayor Jacksic read Mayor Appointments for the Land Use Board:

Chris Jacksic; 1-year term, expiring on 12/31/2026, Class I

Robert Hahn; 1-year term, expiring on 12/31/2026, Class II

Cindy Keimel; 2-year term, expiring on 12/31/27, Alternate #2

Jim Purpura; 2-year term, expiring on 12/31/27, Alternate #3

Cynthia Caffrey; 1-year term (unexpired term), expiring on 12/31/26, Alternate #4

**COMMITTEE LIAISON ASSIGNMENTS:**

Committee liaison assignments were reviewed. The printed assignments will be sent to the committee members.

**FROM THE COMMITTEE:**

**Deputy Mayor Lovell** outlined priorities for the year and expressed appreciation for township staff.

Priorities for 2026:

Deputy Mayor Lovell identified the following goals:

- Resolve the Vass Farmstead lease within the next couple of weeks, with Attorney Bykov to actively follow up with the parties involved.

- Prepare a revised fee ordinance consolidating all fees into one central location, targeting a concise ordinance of approximately six to seven pages.

Deputy Mayor Lovell thanked township employees for their dedication and professionalism.

**Mayor Jacksic** thanked Kirk Perez, the new mayor from Frelinghuysen and a good friend, for attending the reorganization meeting. The mayor noted attending Mayor Perez's reorganization as well. Mayor Jacksic expressed appreciation for the community's support and emphasized the importance of working together with adjacent communities to accomplish shared goals.

**FROM THE PUBLIC:**

The new mayor from Frelinghuysen, Kirk Perez, attended and praised the township's efficiency, expressing support for the new mayor.

**ADJOURNMENT:**

**Motion made by Mayor Jacksic, seconded by Deputy Mayor Lovell, and carried to adjourn today's meeting at 9:15 a.m.**

Respectfully submitted,

Kristin Shipps  
Municipal Clerk, RMC