

**TOWNSHIP OF HARDWICK
TOWNSHIP COMMITTEE MEETING MINUTES
WEDNESDAY AUGUST 17, 2022
7:00 P.M.**

Meeting was called to order by Mayor Jacksic at 7:00 pm. Those present were Committeeman Duffy, Deputy Mayor Lovell, and Mayor Jacksic.
Also present were Clerk Shippis, CFO Rolef and DPW Supervisor Campbell.

OPENING ROLL CALL

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 the 2022 meeting schedule was adopted.

EXECUTIVE SESSION

Motion made by Duffy, second by Lovell and carried to go into Executive Session at 7:03 pm.

2022-48- Authorizing Executive Session for the Purpose of

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

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

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

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

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

Motion made by Jacksic, second by Duffy and carried to close Executive Session at 7:29pm.

Attorney Bykov noted that that the committee discussed two matters. No official action will be taken on one of those matters at this time. Committee will act on the reimbursement of George Boesze court hours later in the meeting. Copies of the minutes will be made available at such time as the Committee determines that there is no harm to the public interest.

PUBLIC COMMENT

Resident Anita Raisch asked what work is being done on Butler Rd. DPW Supervisor Campbell explained that a cul-de-sac will be going in for safety concerns.

Resident Jodi Butler commented that the cul-de-sac was discussed many years ago and it was voted on not to do a cul-de-sac and that it was not needed for emergency vehicles. Ms. Butler stated that she testified at these meetings and has it written down. Ms. Butler stated the agreement was that a cul-de -sac would be installed if there was a sub-division. Deputy Mayor Lovell suggested that Ms. Butler supply the records that she has to the township clerk, the township clerk go through the old records and the DPW Supervisor go through his record. This project will be put on hold until all the documentation is presented.

DEPARTMENT REPORTS

DPW Supervisor Campbell

The new truck was received but had some mechanical issues which hve now been fixed.

There was damage done at Hardwick Park, the cable was broken and there were donut marks at the back end. DPW Supervisor Campbell replaced the cable with a chain. He spoke to neighbors of the park, and they had not seen anything.

Oil & stone projects have been completed. Paving should be completed by the end of September.

Fire Tower

Bob Wolf reported on July 4th in celebration of the 100th Anniversary hot dogs and water were handed out. Mr. Wolf reported that he has met people from 30 states and 17 countries on the trail.

Mayor Jacksic told Mr. Wolf that Hardwick Day will be on October 23rd at the Vass Farmstead and asked if he would like to have a table regarding the fire tower.

Chief Financial Officer Rolef

CFO Rolef provided the committee with a sample of an insulated recycling bag. Committee agreed to the sample that was provided in the color green with Hardwick Township. Committee agreed to order 2000 the upcoming events.

CFO Rolef prepared a pie chart and will have it posted on the website.

CFO Rolef spoke about the COAH account balance. Ms. Rolef will need to speak to the COAH planner. Deputy Mayor Lovell spoke about COAH monies that are not being collected for new homes being built. CFO Rolef said that she will look into that.

MEETING MINUTES

April 20, 2022, Workshop Meeting Minutes

May 4, 2022, Executive Session Meeting Minutes

May 4, 2022, Township Committee Meeting Minutes

May 18, 2022, Workshop Meeting Minutes.

Motion made by Duffy, second by Lovell and approved by roll call vote; Duffy—yes, Lovell yes, Jacksic –yes, the above minutes with corrections that were already provided to the clerk.

CONSENT AGENDA

1. 2022-49-Cancellation and Refund of Taxes Due to Totally Disabled Veteran Status

WHEREAS, the Department of Veterans Affairs has determined Jason Fruge, owner of property at Block 401, Lot 5.02, 2 Meadow Lake Drive, is totally disabled, and the Tax Assessor granted this exemption effective March 15, 2022, and that Mr. Fruge is to be exempt from that day forward in accordance with N.J.S.A. 54:4-30:30 et seq.

2022 tax on this property	\$12,784.11
292 days = taxes to be cancelled	-\$10,227.29
Taxes Paid	<u>-\$6,239.70</u>

Refund	\$3,682.88
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NOW, THEREFORE BE IT RESOLVED by the Mayor and Committee of Hardwick Township that the Tax Collector is hereby authorized to cancel property taxes in the amount of \$10,227.29.

BE IT FURTHER RESOLVED by the Mayor and Committee of Hardwick Township that the Municipal Financial Officer is hereby authorized to a refund in the amount of \$3,682.88 for taxes previously paid in the 1st & 2nd quarter of 2022 to:

Corelogic Centralized Refunds
PO Box 9202
Coppell, TX 75019-9760
Amount: \$1,078.84

2. 2022-50-Refund of 2022 Tax Overpayment

WHEREAS the assessment of the following property was reduced in 2022 thereby creating an overpayment of taxes paid for 2022,

	2022 Taxes Due	Total Paid
Block 601 Lot 15 48 Sunset Lake Road Newport, Nicholas & Alison	\$0.00	\$1,509.88

NOW, THEREFORE BE IT RESOLVED by the Mayor and Committee of Hardwick Township that the Municipal Finance Officer is hereby authorized to issue a refund check to:

Block	601 Lot 15
Name	Newport, Nicholas & Alison
Address	44ASunset Lake Road
Address	Hardwick, NJ 07825
Amount	\$1,509.88

3 2022-51-Award Contract- Overlay of Primrose Rd.

WHEREAS, the Township of Hardwick is a member of the Morris County Cooperative Pricing System and wishes to utilize various contracts for Overlay of Primrose Road; and WHEREAS, South State, Inc. of Bridgeton, New Jersey has been awarded Contract #6. This has been awarded through the Morris County Cooperative Pricing Council of which the Township of Hardwick is an active participant; and

WHEREAS, Denville Line Painting, Inc, Rockaway, New Jersey has been awarded Contract #36 for Line Painting. This has been awarded through the Morris County Cooperative Pricing Council of which the Township of Hardwick is an active participant; an

WHEREAS, the Chief Financial Officer has certified that funds are available .

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Hardwick County of Warren, and State of New Jersey that road resurfacing services for Primrose Rd, is awarded to South State, Inc. in the amount not to exceed \$164,013.00, and Denville Line Painting for \$4,722.00.

3. 2022-52-Resolution to Relieve the Tax Collector from Collecting Certain Taxes

WHEREAS, the Assessor has discovered an error in the Tax Book of the Township of Hardwick, County of Warren, State of New Jersey.

WHEREAS, the Assessor of the Township of Hardwick during the course of work has discovered that the following error that occurred in 2022

Block 1103, Lot 12.14

The said line items were assessed incorrectly in the Tax Book for \$458,400.

This assessment should be a total of \$62,600 which is for only land assessment. This lot has an open building permit to build a house on it which not started at this Point.

NOW, THEREFORE BE IT RESOLVED that the township of Hardwick Committee relieve the Tax Collector from collecting taxes other than the corrected assessment on this Block and lot as stated above.

4. 2022-53 Fixing the Salaries and Wages of Officials, Appointees and Employees of the Township of Hardwick in the County of Warren, State of New Jersey for 2022.

BE IT RESOLVED by the Mayor and Township Committee of the Township of HARDWICK, in the County of Warren and State of New Jersey that the salaries of the elected officials, appointees and employees of the Township of HARDWICK, in the County of Warren and State of New Jersey, shall be as follows for the year 2022:

ADMINISTRATION	AMOUNT	PER
Township Committee Person	3,500.00	Year
Township Clerk – Interlocal Blairstown Township	50,000.00	Year
Recreation Director	1,045.00	Year

Grants Coordinator	863.00	Year
FINANCE		
Chief Financial Officer	18,851.00	Year
Tax Assessor	23,126.00	Year
Tax Collector – Interlocal – Blairstown Township	15,000.00	Year
LAND USE		
Board Secretary	12,209.00	Year
DEPARTMENT OF PUBLIC WORKS		
Director	45.95	Hour
Operator/Laborer	30.31	Hour
Emergency Driver	22.56	Hour
Summer Help	20.00	Hour
CONSTRUCTION AND ZONING		
Zoning Officer	14,087.00	Year
HEALTH DEPARTMENT		
Animal Control Officer	9,205.00	Year
EMERGENCY MANAGEMENT		
Coordinator	2,590.00	Year
911 Coordinator	1,148.00	Year

BE IT FURTHER RESOLVED that other employees’ benefits and compensation are set forth in a Personnel Policy, as amended.

BE IT FURTHER RESOLVED that this resolution shall be retroactive to January 1, 2022, except as otherwise noted.

6 2022-54 Governing Body Certification of the Annual Audit

WHEREAS N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS the Annual Report of Audit for the year 2021 has been filed by a Registered Municipal Accountant with the *Municipal Clerk* pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance

Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled “Comments and Recommendations, and,

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled “Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

WHEREAS such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

WHEREAS all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the *Township Committee* of the *Township of Hardwick*, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

7 8 2022-55-Renewal of Inactive License for Hardwick Tavern Corp.

WHEREAS application for Plenary Retail Consumption License has been received from the following:

HARDWICK TAVERN CORP.

WHEREAS all conditions set forth by the New Jersey State Division of Alcoholic Beverage has been complied with to the best personal knowledge of this Committee, and

WHEREAS, the Hardwick Tavern has renewed their Alcoholic Beverage Retail Licensee Tax Clearance Certification and the Municipality has received a copy of the said renewal from the Division of Taxation, and

WHEREAS, the Township has received the Special Ruling to permit renewal of inactive license pursuant to N.J.S.A. 33:1-12.39 dated August 5, 2022, from the Director of Law & Public Safety, Division of Alcoholic Beverage Control authorizing the renewal of License No. 2109-33-004-003 for the 2022-2023 license term. According to this SPECIAL RULING, the Director has reviewed the petition filed in this matter and having considered all the facts and circumstances related to the inactive status of this license finds that the petitioner or licensee has established good cause in accordance with the statutory requirements to warrant an application for renewal of the license for the 2022-2023 license period. Should the owner wish to activate said license at the premises during the license terms referenced above, they must file an amendment to their license application pursuant to N.J.A.C. 13:2-2.14 transferring the license from "INACTIVE" status to the intended premises.

NOW, THEREFORE, BE IT RESOLVED, that the Plenary Retail Consumption License be issued for the period of July 1, 2022, to June 30, 2023, as follows:

License No. 2109-33-004-003
Fee Paid Township \$622.00
Fee Paid State \$200.00

Hardwick Tavern Corp.
t/a The Hardwick House
47 Spring Valley Road
Hardwick, New Jersey 07825

8 2022-56 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

Motion made by Duffy, second by Lovell and approved by roll call vote: Duffy—yes, Lovell—yes, Jacksic—yes, the August 17^{, 2022}, consent Agenda. #5 was pulled and will be tabled to the next meeting.

UNFINISHED BUSINESS

Voice Over IP Service

There is an application that needs to be filled out to receive the funds. Clerk Shipps will forward the application to the townships grant writer.

OEM Plan-Draft

No update

Affordable Housing

Deputy Mayor Lovell commented that a letter was received by the county but have not heard from them since and would like to follow up with the county on an update.

American Rescue Plan Funds

Deputy Mayor Lovell stated that the funds from the American Rescue Plan need to be encumbered by December 31, 2024. There is a list of projects that can be started and contracted out on the municipal building. Deputy Mayor Lovell would like to have a work session on what the funds can be used for and would like the department heads to come up with a list of suggestions.

Spring Valley Rd.

Mayor Jacksic reported that the NJDEP permit has been submitted, but no date when the project will begin.

Delaware Water Gap National Recreation Area

Committee discussed if Hardwick Township should take a position on the Delaware Water Gap becoming a National Park. Committee agreed to invite both parties, one who is for the National Park and the other who is against it and hear what they have to say. Committeeman Duffy agreed to reach out to both parties and have them come to separate meetings.

Mallard Pond Rd.

Township owns the road and should maintain the potholes.

DPW Supervisor Campbell stated that the township has not taken care of that road in years and does not believe it is the townships responsibility. Deputy Mayor Lovell suggested to research to see if the road was vacated.

NEW BUSINESS

Hardwick Day

Hardwick Day will be held at the Vass Farmstead this year on October 23, 2022, which is a Sunday. Details are still to be worked out.

Rabies Clinic

Deputy Mayor Lovell suggested that Hardwick & Blairstown's rabies clinic be combined Clerk Shipp stated that Blairstown is waiting on approval from the county but is planning on having it December 10, 2022, on Lambert Rd in Blairstown.

Town Hall Meeting Room Ventilation

Email was received by a Land Use Board committee member about the ventilation in the meeting room. Mayor Jacksic asked resident Nicole Meuse to comment on this subject since she has experience on getting systems for urgent cares. Ms. Meuse provided information to Mayor Jacksic. Discussion took place regarding a standalone unit or a unit installed directly into the municipality's unit. Funds from the American Rescue Plan can be used.

CORRESPONDENCE

Mayor Jacksic reported that JCP&L representative Jackie Espinoza has been promoted and the township's new representative is Richard Rebisz.

TOWNSHIP ATTORNEY

Township Attorney Igor Bykov reported that bids have been received for the cell tower. They are in attorney review and hope to have results at the next township meeting.

TOWNSHIP CLERK

No report at this time.

TOWNSHIP COMMITTEE REPORTS

Committeeman Duffy

Committeeman Duffy received a request from a resident seeking permission to hunt on the Worley Property which is behind town hall. It was suggested to send a Request for Proposal to gun clubs. That it would be restricted to only the members of the gun club. Committeeman Duffy asked the committee to think about if it were something that they would like to consider.

Committeeman Duffy attended the Stillwater Fire Department Open House and was very impressed with the equipment they have and he also had a chance to meet members that he had not met before.

Deputy Mayor Lovell

Deputy Mayor Lovell went through former Township Engineer Ted Rodman's file regarding 27 Sunset Lake Rd. drainage issue. There were several draft ordinances done where the township would not take responsibility of the drainage issue. Deputy Mayor Lovell requested the Land Use Board secretary review files from the 1980's subdivision to see if there is a resolution. Deputy Mayor Lovell would like to have a resolution before sending a letter to the current owner.

Mayor Jacksic

Mayor Jacksic thanked the Stillwater Fire Hose company for a great event.

Deputy Mayor Lovell would like to have the committee consider having a Christmas tree at the municipal building.

Deputy Mayor Lovell also stated that East Crisman debris from the house fire is being cleaned up. DPW Supervisor Campbell stated that he received a call that an excavator was driving down the center of the road on East Crisman which damaged the road. DPW Supervisor Campbell took the company's insurance information and has reached out to the company as well about the damage.

Deputy Mayor Lovell asked the Township Attorney Bykov if a notice of claim can be sent to the company Mr. Bykov will look into the matter and report to back to the committee.

Clerk Shipps stated that a motion and second needed to be made for reimbursement to Zoning Office Boesze for his extra time testifying on the Paulinskill Rd. matter. He will be reimbursed on an hourly rate based upon his salary.

Motion was made by Lovell, second by Duffy and approved by roll call vote. Duffy—yes, Lovell—yes, Jacksic—yes.

PUBLIC COMMENT

No public comment

EXECUTIVE SESSION

Motion made by Duffy, second by Jacksic and carried to go into Executive Session at 8:48 pm.

2022-57- Authorizing Executive Session for the Purpose of **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:

5. The public shall be excluded from that portion of this meeting.
6. The general nature of the subject matter to be discussed is as follows:
 - B. Property Acquisition
 - C. Attorney Advice

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.

- Property Acquisition
- Attorney Advice

Motion made by Lovell, second by Jacksic and carried to come out of executive session at 9:07 pm.

Attorney Bykov noted that that the committee discussed two matters. No official action was taken by the Committee at this time. Copies of the minutes will be made available at such time as the Committee determines that there is no harm to the public interest.

ADJOURNMENT

Motion made by Duffy, second by Lovell and carried to adjourn tonight's meeting at 9:08 pm.