

**HOPEWELL TOWNSHIP COMMITTEE SPECIAL MEETING
HOPEWELL TOWNSHIP MUNICIPAL BUILDING AUDITORIUM**

Tuesday, February 13, 2018 – 6:16 p.m.

PROPER STATEMENT OF NOTICE – Mayor Kuchinski called the meeting to order stating that notice of the meeting had been posted on the municipal bulletin board and forwarded to the Hopewell Valley News, The Times, the Trentonian and the Hopewell Express (the official newspapers) on February 9, 2018, in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975.

ROLL CALL: Those answering the roll call of the Municipal Clerk:

COMMITTEE MEMBERS PRESENT: Blake, Hart, McLaughlin, Ruger, Mayor Kuchinski

ABSENT: None

STAFF PRESENT: Administrator/CFO Borges, Municipal Clerk Gompf, Director of Community Development Kataryniak

ALSO PRESENT: Finance Advisory Committee Members: Robinson

2018 MUNICIPAL BUDGET DISCUSSION

Ms. Borges discussed the surplus budget and the surplus returned into the budget. Mayor Kuchinski added that Standard and Poor's stated that the ending level of surplus was very healthy and rated Hopewell Township as a top tier municipality, from a surplus usage standpoint, which was one of the factors contributing to reaffirming the Township's AAA rating.

A discussion ensued regarding the proposed tax rate, ratio of assessed to true value, compliance exercise and plan, the effect of the schools on the budget and logistics of the actual budget sheets.

Ms. Borges explained the following with regard to the Community Development budget:

- Full time Community Development Director is added to the budget.
- Administrative Assistant position has been added to the budget.
- An Assistant Planner or Assistant Engineer position has been added to the budget for a portion of the year.
- There is a decrease in the salary and wages line item due to the repurposing of the positions with retirements and hires.

Mr. Kataryniak addressed the following:

- A detailed spreadsheet of the breakdown of the sub-pieces within Community Development
- Comprehensive Data Base System
 - Implementation
 - Logistics
 - Data Input and Conversion
 - Departments Involved
 - System's Capabilities
- Zoning Budget
- Historic Preservation and Environmental Commission Budgets
 - Grant for restoration of the roof of the School House

- Retention Basin Matching Grant with FOHVOS

A discussion ensued among Committee members regarding the pros and cons of cleaning Hiohela Pond; the cost of sediment samples; dam repair versus destruction; and the option to wait until someone buys the property.

Committee Members and Mr. Kataryniak discussed the Engineering budget which included contracts awarded, stormwater evaluation and placeholder for management of basins.

Committee Member Blake requested to add to the budget a \$500.00 contribution to the Hopewell Township PBA for Hopewell Night Out. All members agreed.

PUBLIC SECTION

No comments from the public.

At 6:55 p.m., Motion by McLaughlin, seconded by Blake to adjourn the meeting.

MOTION UNANIMOUSLY CARRIED

The detailed public meeting may be viewed at www.hopewelltp.org in the video library.

LAURIE E. GOMPF
MUNICIPAL CLERK