

**HOPEWELL TOWNSHIP COMMITTEE BUDGET MEETING
VIA ZOOM VIDEO COMMUNICATIONS**

Monday, January 24, 2022 – 5:04 p.m.

PROPER STATEMENT OF NOTICE – Mayor Peters-Manning 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 January 5, 2022, 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: David Chait, Kevin Kuchinski, Uma Purandare,
Michael Ruger, Mayor Courtney Peters-Manning

ABSENT: None

STAFF PRESENT: Administrator/Public Works Director George Snyder, Municipal Clerk Laurie Gompf, CFO Julie Troutman, Health Officer Dawn Marling, Recreation Director Karin Poveromo

PLEDGE OF ALLEGIANCE TO THE FLAG – Mayor Peters-Manning led those in attendance in the Pledge of Allegiance to the flag.

2022 MUNICIPAL BUDGET DISCUSSION

Committee Member Kuchinski explained that the budget discussion will include presentations from the Health Department and the Parks and Recreation Department; that if time allows the Utility budget would also be reviewed; and that the focus would begin with the Capital budget. Ms. Marling explained that her only Capital Budget request was the replacement of a 20-year-old vehicle; that she shares the vehicle between herself, the public health nurse and the outreach coordinator; that the vehicle is used to transport vaccines, transport supplies go to meetings, clinics and visit homebound residents; emphasized the importance of a reliable vehicle; and that the vehicle will be utilized for clinical services and outreach.

Committee Member Kuchinski questioned the mileage of the vehicle, which was 35,000 miles, and suggested utilizing a pool car, since the mileage was so low. He suggested discussing the issue with Mr. Snyder after the meeting.

Ms. Poveromo shared a Power Point presentation for the Parks and Recreation 2022 Capital budget which included:

- A new fence at the Skate Park
- Resurfacing of the Basketball Court at Independence Park
- Replacement of roofing on the dugouts at Independence Park – Suggested looking into utilizing artificial wood for replacement
- Resurfacing of two tennis courts at Independence Park.
- New north east perimeter fence at Independence Park.
- Section 20 for Woolsey Park Improvements for developing a master plan for Woolsey Park.

Committee Member Ruger explained that the Woolsey Park Advisory Committee intends to come before the Township Committee with their recommendations for the park, such as band shell placement and possible permanent restroom placement, without precluding other uses.

Committee Member Kuchinski added that the turf field needs replacement in the near future, which is already on the six-year capital plan.

Ms. Troutman discussed the Local Finance Notice issued in 2000 regarding the creation and use of recreation trust funds; that it stated that capital costs, facility maintenance and salaries of

permanent staff are not permitted to be subsidized by trust funds; and that allowable trust expenses include programs for which fees are collected. Committee Members questioned if field use fees were allocated to the trust fund to which Ms. Troutman replied that Twin Pines field use fees are collected and allocated for the turf repair however, other field use fees are placed in the general fund. Ms. Troutman explained that the Twin Pines turf repair is slated for the 2024 capital budget.

Committee Member Kuchinski proposed reviewing the remaining Professional Service Agreements (PSAs) and possibly moving the utility budgets to the next meeting.

Ms. Troutman reviewed PSAs which are paid through the Utility Operating Budget. Those PSAs reviewed were:

- Van Cleef Engineering for general water engineering services as well as Washington Crossing Estates plan upgrades.
- McGowan for water compliance
- Van Cleef Engineering for ELSA (Brandon Farms) and SBRSA engineering.
- Trust account PSA's are paid out of trust accounts which are not in the operating budget, they are a dedicated trusts based on fees.
- SAVE and West Trenton Animal Hospital have previously been awarded PSAs for the year.
- Parker McCay for the Open Space Trust
- Van Cleef Engineering for the Open Space Trust – Unutilized funds
- PCH Development is the agency that assists with Affordable Housing and paid through the Affordable Housing trust.
- Van Cleef for COAH engineering through the Affordable Housing trust, however, these funds were never utilized.
- Mason Griffin Pierson for legal representation through the Affordable Housing trust.
- Parker McCay for legal representation through the Affordable Housing trust.
- Banisch for planning in COAH matters through the Affordable Housing trust.

Committee members discussed the upcoming PSAs to be considered on the meeting and if they reflected the amounts shown in Ms. Troutman's presentation.

Committee Member Kuchinski outlined the next steps going forward with the budget process.

PUBLIC SECTION

No comments from the public.

EXECUTIVE SESSION RESOLUTION. Read into the record.

Mayor Peters-Manning stated that the regular meeting may reconvene following the Executive Session.

Motion by Kuchinski, seconded by Ruger to go to Executive Session to discuss contract negotiations, real estate, legal and personnel matters.

MOTION UNANIMOUSLY CARRIED

R E S O L U T I O N #22-29

EXECUTIVE SESSION RESOLUTION

WHEREAS, it is necessary for the Township Committee to discuss contract negotiations, real estate, legal, and/or personnel matters; and

WHEREAS, N.J.S.A. 10:4-12 permits the Township Committee to conduct a meeting from which the public is excluded in order to discuss such matters; and

WHEREAS, the Township Committee wishes to discuss the following:

- Personnel

WHEREAS, the time when and circumstances under which discussion conducted in executive session may be disclosed to the public is when appropriate.

NOW, THEREFORE, BE IT RESOLVED, on this 24th day of January, 2022 by the Township Committee of the Township of Hopewell, County of Mercer, State of New Jersey, that the Township Committee shall forthwith conduct an executive session to discuss the above.

At 5:45 p.m. the Executive Session was held.

At 6:15 p.m. the Special meeting reconvened.

At 6:15 p.m., motion by Kuchinski, seconded by Ruger 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