

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

Monday, February 8, 2021 – 5:02 p.m.

PROPER STATEMENT OF NOTICE – Mayor Blake 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, 2021, 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: Kevin Kuchinski, Kristin McLaughlin, Courtney Peters-Manning, Michael Ruger, Mayor Julie Blake

ABSENT: None

STAFF PRESENT: Acting Administrator George Snyder, Municipal Clerk Laurie Gompf, CFO Julie Troutman, Director of Community Development/Engineer Mark Kataryniak, Police Director Robert Karmazin

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

2021 MUNICIPAL BUDGET DISCUSSION

Mayor Blake announced that no further vaccine clinics will be scheduled for first-dose vaccines, however, second dose clinics will be held and that recycling was not picked up twice due to snowstorms, however Public Works is accepting recycling in the Public Works yard.

Mayor Blake turned the meeting over to Committee Member Kuchinski who stated that the Health Department budget would be reviewed; he noted that none of the departmental budgets reflect salaries as of yet.

- Ms. Troutman reviewed a three-year analysis and the 2021 Health budget request.
 - There was an increase in the professional services line item due to a future database service purchase.
 - Ms. Marling explained the problems with the current database system and expounded on the need for a new system.
 - Review of Professional Services
 - Discussion of Vacant Property Abatements
 - Discussion of increase to total budget
 - Discussion of grant money use
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Ms. Troutman reviewed the Professional Service Agreements (PSAs) with the Township Committee and shared a spreadsheet that reviewed the overall expenditures from 2015 to the present.

- The legal budget for PSAs was reviewed and it was recommended to budget \$200,000.
- Litigation is the largest expense.
- It was recommended that open space and land acquisitions should be considered.
- It was recommended that the lease for Pennytown with PSE&G should be considered.
- Recommendation to ask Labor Attorney Ruderman for an estimate of his expenses for

2021.

- Discussion regarding PennEast litigation budget
- Discussion regarding Affordable Housing budget
- Discussion regarding tax appeals budget
- Discussion regarding Bristol-Myers Squibb
- Discussion regarding engineering budget
- Discussion regarding Community Development PSAs
- Ordinance Amendments, Master Plan Amendments and Redevelopment Plan needed in 2021
- Planning Board and Zoning Board Expenses
- Discussion of Police Department PSAs
- Discussion of the Administration PSAs
- Discussion of the Assessing Department's PSAs
- Discussion of the Utilities Operating Budgets PSAs
- Review of Animal Control trust account
- Review of Open Space Trust
- Review of Affordable Housing Trust

Ms. Troutman provided a three-year breakdown of the Community Development budget. The following items were reviewed:

- Advertising and printing
- SDL annual licensing for the database
- Office Supplies
- Dues, Training, Meetings
- Affordable Housing Trust Fund
- Review of the Historic Preservation Budget
- Review of the Environmental Commission Budget
- Review of the Green Team Budget

PUBLIC SECTION

The following members of the public spoke during public comment:

No comments from the public.

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

Committee Member Kuchinski presented a slideshow entitled "Financial Headwinds Facing Hopewell Township" which included how the COVID-19 pandemic has negatively impacted Hopewell Township in a number of Financial ways such as; tax receipts; increased health department costs; ensuring workspaces are COVID-19 ready; Court revenues and special duty fees; recreation field rentals and usage fees; interest income; reduced Bristol-Myer Squibb valuation; and 2020 deferred expenses.

EXECUTIVE SESSION RESOLUTION. Read into the record.

Mayor Blake stated that the regular meeting may reconvene following the Executive Session.

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

MOTION UNANIMOUSLY CARRIED

RESOLUTION #21-62

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 25th day of January, 2021 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 6:33 p.m. the Executive Session was held.

At 6:52 p.m. the Regular meeting reconvened.

At 6:52 p.m., motion by Peters-Manning, 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. GOMPFF
MUNICIPAL CLERK