

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

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**Monday, May 4, 2020 – 4:05 p.m.**

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**PROPER STATEMENT OF NOTICE** – Mayor McLaughlin 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 3, 2020 and amended on May 1, 2020, 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, Kuchinski, Peters-Manning, Ruger, Mayor McLaughlin

**ABSENT:** None

**STAFF PRESENT:** Administrator/CFO Borges, Municipal Clerk Gompf, Director of Community Development/Engineer Kataryniak, Township Attorney Goodell

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

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**MINUTES SUBMITTED FOR APPROVAL**

Motion by Blake, seconded by Peters-Manning to approve February 10, 2020 Special and Executive Session Meeting Minutes.

**MOTION UNANIMOUSLY CARRIED**

Motion by Peters-Manning, seconded by Blake to approve February 18, 2020 Special, Regular and Executive Session Meeting Minutes as amended.

**MOTION UNANIMOUSLY CARRIED**

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**PRESENTATION - PROCLAMATION IN RECOGNITION OF OLDER AMERICANS MONTH MAY 2020**

Committee Member Peters-Manning read the Proclamation into the record and reported on the activities of Senior Services such as food services and programs.

**PROCLAMATION** Read into the record by Committee Member Peters-Manning  
Motion by Peters-Manning, seconded by Ruger to adopt Proclamation.

**ROLL CALL VOTE:**

**AYES:** Blake, Kuchinski, Peters-Manning, Ruger, Mayor McLaughlin

**NOES:** None

**P R O C L A M A T I O N**

**IN RECOGNITION OF OLDER AMERICANS MONTH  
MAY 2020**

**WHEREAS**, Hopewell Township includes a growing number of older Americans who make countless contributions to our community every day; and

**WHEREAS**, Hopewell Township is stronger when people of all ages, abilities, and

backgrounds are included and encouraged to make their mark; and

**WHEREAS**, Hopewell Township recognizes the importance of the physical, mental, social, and emotional well-being of its citizens; and

**WHEREAS**, Hopewell Township can support our community members by:

- promoting independence, inclusion, and participation;
- engaging older adults through education, recreation, and service; and
- connecting people with opportunities to share their time, experience, and talents.

**NOW, THEREFORE**, the Township Committee of the Township of Hopewell do hereby proclaim May 2020 to be Older Americans Month. We urge every resident to recognize older adults and the people who support them as essential members of our community.

## **PRESENTATION - STEPHANIE CAREY, INTERIM HEALTH OFFICER**

Ms. Carey presented an update via a slideshow regarding the COVID-19 pandemic. She presented the following:

- To date New Jersey has had nearly 8,000 deaths and 125,000 cases of COVID-19.
- 4,500 cases and 255 deaths are in Mercer County.
- There are approximately 80 cases in Hopewell Township.
- Testing is gradually becoming more accessible.
- Contact tracing, isolation and quarantining infected patients needs to be done.
- It will be safe to come out again when cases are no longer spread widely, there is a stronger health care system and a robust public health capacity.
- A system of contacting and tracing needs to be implemented.
- Approximately 3 full-time contact tracers need to be hired by Hopewell Township.
- Contact tracers need to interview every sick person, issue isolation orders, identify every person the sick person may have exposed, quarantine the exposed for two weeks and monitor them for illness.
- The team will consist of the public health nurse, school nurses, school of public health students, retired public health officials, and cross-training and reassignment of “non-essential” staff.
- Reviewed budgetary requirements and possible grant money.
- The Township will look to the public health community to fill the contact tracer jobs.
- The contact tracers will work by phone and computers to monitor the ill.
- The ill shall be referred out for testing by the contact tracers.
- The State Health Department will be coming out with rules and regulations regarding contact tracing.

A discussion ensued regarding hiring the contact tracers and where they might come from; when they should be hired; potential grant money to hire them; and local funding sources. Committee Members questioned the quotient of contact tracers per population; the ability to find contact tracers; if employees would be able to work efficiently if working remotely; and possibly using current employees of the Township as contact tracers. Ms. Borges stated that the position should be posted internally in the Township and resumes will be accepted and shared with other municipalities.

**Peter Ashukian**, a resident of Bailey Drive, questioned if independent contractors could be hired instead of utilizing Township Employees.

## **ADDITIONAL ITEMS FOR MEETING AGENDA**

Mayor McLaughlin announced the addition of a Work Session to discuss the extension of the grace period for second quarter property tax payments.

## **COMMITTEE MEMBERS AND STAFF REPORTS**

Mr. Kataryniak reported that applications and permits are being processed as they arrive; the first

virtual Planning Board meeting was a success; the Zoning Board’s first virtual full meeting will be held on May 6; roadway projects are continuing; bids are being awarded this evening; milling and overlaying are wrapping up; and bids for other projects are upcoming.

Mr. Goodell reported that the Concerned Citizens trial is moving forward and depositions were taken last week.

Committee Member Blake reported on the activities of the Department of Public Works including brush collection and that the public should expect delays in collection due to the COVID-19 social distancing mandate; and that curbside Freon collection is scheduled for May 28.

Committee Member Peters-Manning reported that the Environmental Commission held their meeting via Zoom and it went well; the Environmental Commission is reviewing single use plastic reduction in nearby towns; they are ready to promote renewal energy portion of energy aggregation; Concord Energy’s contract is being reviewed; it is hoped that an energy aggregation bid will be forthcoming in June; and if the Township’s JCP&L customers would like to join the Hunterdon Area Energy Cooperative or if the Township would like to go out to be on its own is being reviewed.

Committee Member Kuchinski shared a color coded map of Hopewell Township which listed all the roads that will be chip sealed; the chip seal bid is on tonight’s meeting for acceptance; there was a significant savings this year; he commented on and lauded the activities families can do together posted on Facebook by the Recreation Department; and announced that although the Municipal Building is closed to the public, the Township’s departments are still hard at work.

Committee Member Ruger reported that the Open Space Committee held their meeting via Zoom; expressed their gratitude that the Township has kept the municipal trails open; reported that the Agricultural Committee meeting has been canceled; and provided a census update.

Mayor McLaughlin reported that the Youth Advisory Board will be holding a virtual meeting and she is looking forward to speaking with them; stated that she has been in frequent contact with members of the Governor’s team, Assemblyman Verrelli, Senator Turner’s office, and the Deputy Chief of Staff at Bonnie Watson-Coleman’s office to ensure that Hopewell Township’s concerns are expressed at those higher levels. She also reported that she and Hopewell Township staff and EMS took part in a parade to express gratitude to the health care staff at Capital Health.

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**PUBLIC SECTION**

No comment from the public.

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**CONSENT AGENDA ITEMS**

**RESOLUTIONS #20-156 THROUGH #20-157.** Read by title.

Motion by Peters-Manning, seconded by Ruger to adopt Resolution #20-156 through #20-157.

**MOTION UNANIMOUSLY CARRIED**

**R E S O L U T I O N #20-156**

**A RESOLUTION AUTHORIZING REFUNDS FOR  
HOPEWELL TOWNSHIP RESIDENTS FOR  
POSTPONED BULK WASTE PROGRAM**

**WHEREAS,** bulk fees were paid for participation in the April Bulk Pick Up program that was postponed by the Hopewell Township Committee due to COVID-19; and

**WHEREAS,** residents listed below are due a refund of \$39.00 each due to the cancellation of the Bulk Pick Up Program for April 2020.

**NOW, THEREFORE, BE IT RESOLVED,** on this 4<sup>th</sup> day of May 2020 by the Township Committee of the Township of Hopewell, County of Mercer, State of New Jersey, that the following program participant’s refunds be and are hereby authorized:

Andy Parsons	421	Federal City Rd	Pennington, NJ 08534
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Beth Hill	5	Cleveland Rd W	Princeton, NJ 08540
Carol Lewis	16	Larchmont Ct	Pennington, NJ 08534
Caryn Gerber	10	Fabian Pl	Pennington, NJ 08534
Catherine Walsh	5	W Shore Dr	Pennington, NJ 08534
Chris Fuges	4	Forrest Blend Dr	Titusville, NJ 08560
Cynthia Goldsmith	172	Pleasant Valley Rd	Titusville, NJ 08560
Dean Weiss	103	Hopewell Wertsville Rd	Hopewell, NJ 08525
Enrique Rodriguez	124	Coburn Rd	Pennington, NJ 08534
Eugene Adam	6	East Acres Dr	Pennington, NJ 08534
Frank Gasparro	25	Miller Circle	Pennington, NJ 08534
Gerda Godly	325	Wash X Penn Rd	Titusville, NJ 08560
Jacqueline & Todd Flannery	4	Linden Lane	Pennington, NJ 08534
Jean-Luc Le Grand	13	Cleveland Rd W	Princeton, NJ 08540
Jessica Dickler	953	Cherry Valley Rd	Princeton, NJ 08540
John & Robin Lcorazza	1	Tanglewood Dr	Titusville, NJ 08560
John Giacoppo	30	Morningside Ct	Pennington, NJ 08534
Kathawala Khozema	81	Heath Ct	Pennington, NJ 08534
Leon Pulsinelle	31	Lafayette Ave	Titusville, NJ 08560
Madhurani Khare	31	Chicory Lane	Pennington, NJ 08534
Maria Duarte	219	Brinley Dr	Pennington, NJ 08534
Marina McKeon	49	Chicory Ln	Pennington, NJ 08534
Marlene McKenna	3	Timkak Lane	Pennington, NJ 08534
Mary Maybury	117	Darrow Dr	Pennington, NJ 08534
Melanie Hoffman	62	Chicory Ln	Pennington, NJ 08534
Pamela Shafer	89	Pennington Hopewell Rd	Hopewell, NJ 08525
Peter Doolan	20	Morningside Dr	Pennington, NJ 08534
Rosalinda G Ong	8	Forrest Hill Dr	Titusville, NJ 08560
Sally O'Kelly	245	Brinley Dr	Pennington, NJ 08534
Sandra Finalet	57	Fiddlers Creek	Titusville, NJ 08560
Sandy & John Zeglarski	110	Jamieson Dr	Pennington, NJ 08534
Sharon Vecchirelli	274	Hopewell Amwell Rd	Hopewell, NJ 08525
Siegfried Haenisch	157	Marshalls Corner Woodsville Rd	Pennington, NJ 08534
Tram Huynh	26	Manley Rd	Pennington, NJ 08534
Callan Francis	121	Coburn Rd	Pennington, NJ 08534

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**RESOLUTION #20-157**

**A RESOLUTION AUTHORIZING REFUNDS FOR  
HOPEWELL TOWNSHIP RECREATION DEPARTMENT  
PROGRAM PARTICIPANTS**

**WHEREAS**, registration fees were paid for participation in a variety of programs sponsored by the Hopewell Township Recreation Department; and

**WHEREAS**, some participants have requested a refund in accordance with department policy;

**NOW, THEREFORE, BE IT RESOLVED**, on this 4th day of May 2020 by the Township Committee of the Township of Hopewell, County of Mercer, State of New Jersey, that the following program refunds be and are hereby authorized:

JoAnn Graja	21 Standford Road East	Pennington, NJ 08534	\$907.00
Katharine Woodhead	P.O. Box 102	Titusville, NJ 08560	\$630.00

Judy Totten	14 Tina Drive	Titusville, NJ 08628	\$300.00
Terry Reynolds	58 Lexington Drive	Pennington, NJ 08534	\$140.00
JoAnn Thomson	138 West Broad Street	Hopewell, NJ 08525	\$700.00
Diane Burkhalter	1 Cortlandt Avenue	Titusville, NJ 08560	\$280.00
Kim Whittingham	25 Voorhees Court	Pennington, NJ 08534	\$295.00
Arlene Carpenter	8 McKonkey Way	Titusville, NJ 08563	\$300.00
Diane Immordino	27 Langmoore Drive	Ewing, NJ 08638	\$1800.00
Yvonne Trotto	230 Jacobs Creek Road	Titusville, NJ 08560	\$414.00
Rita Kravitz	56 Woolsey Court	Pennington, NJ 08534	\$140.00
Carolyn Apai	23 Woolsey Court	Pennington, NJ 08534	\$280.00
Mary Rosner	1593 Page Drive	Yardley, PA 19067	\$330.00
Angela Frazier	725 Denow Road #245	Pennington, NJ 08534	\$800.00
Sandy Curaney	29 Tamar Court	Lawrenceville, NJ 08648	\$280.00
Pat Ryan	6 Barbara Lane	Titusville, NJ 08560	\$450.00
Harriet Riley	36 Continental Lane	Titusville, NJ 08560	\$150.00
Maureen Hickey	159 Pennington Harbourton Rd	Pennington, NJ 08534	\$1260.00
Davinder Arora	31 Baker Way	Pennington, NJ 08534	\$900.00
Judy Kelly	312 Lamb.-Hopewell Rd.	Lambertville, NJ 08530	\$450.00
Kathleen Prassas	1265 Bear Tavern Road	Titusville, NJ 08560	\$450.00
Ronald Rabel	15 Crest Avenue	Pennington, NJ 08534	\$900.00
Sandy Jones	3 Barbara Lane	Titusville, NJ 08560	\$450.00
Donna Tully	8 Queens Lane	Pennington, NJ 08534	\$900.00
Lucille Rosendorf	84 Bedford Drive	Skillman, NJ 08558	\$1260.00
Patty Mains	714 Ashdale Road	Morrisville, PA 19067	\$1260.00
Mary Liz Ivins	13 Featherbed Court	Lawrenceville, NJ 08648	\$800.00
Adrienne Kerwick	1540 South Clinton Avenue	Trenton, NJ 08610	\$450.00
Faith Robak	255 Fieldboro Drive	Lawrenceville, NJ 08648	\$600.00
Cecilia Scott	505 Silvia Street	Ewing, NJ 08628	\$1260.00
Betty Hixson	626 Scotch Road	Pennington, NJ 08534	\$150.00

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**RESOLUTION #20-158.** Read by title.

Chief Maloney thanked everyone present and wished Sgt. Kevin Zorn well in his retirement. Chief Maloney provided background information regarding Sgt. Sparano by providing his educational background, work experience and familial information.

Motion by Ruger, seconded by Blake to adopt Resolution #20-158.

**MOTION UNANIMOUSLY CARRIED**

**RESOLUTION #20-158**

**A RESOLUTION PROMOTING  
PATROL OFFICER ROBERT SPARANO  
TO THE POSITION OF SERGEANT IN THE  
HOPEWELL TOWNSHIP POLICE DEPARTMENT**

**BE IT RESOLVED** on this 4<sup>th</sup> day of May 2020, by the Township Committee of the Township of Hopewell, County of Mercer, State of New Jersey, that Patrol Officer Robert Sparano be promoted to Sergeant effective May 1, 2020.

**BE IT FURTHER RESOLVED** that Robert Sparano be compensated at an annual salary of \$126,971.27.

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**RESOLUTION #20-159.** Read by title.

Chief Maloney provided information as to Officer Hunt's educational, military, work history, volunteerism and familial background.

Motion by Kuchinski, seconded by Ruger to adopt Resolution #20-159.

**MOTION UNANIMOUSLY CARRIED**

**R E S O L U T I O N #20-159**

**A RESOLUTION APPOINTING NEIL B. HUNT  
AS PATROL OFFICER IN POLICE DEPARTMENT**

**NOW, THEREFORE, BE IT RESOLVED**, on this 4<sup>th</sup> day of May, 2020, by the Township Committee of the Township of Hopewell, County of Mercer, State of New Jersey that Neil B. Hunt be and is hereby appointed as Patrol Officer in the Hopewell Township Police Department.

**BE IT FURTHER RESOLVED** that Neil B. Hunt is to be compensated at an annual salary of \$50,652 (Step 1 on the Twelve Step Chart from PBA contract for January 2019- December 2021).

**BE IT FURTHER RESOLVED** that this appointment is effective May 5, 2020.

**RESOLUTION #20-160.** Read by title.

Motion by Peters-Manning, seconded by Ruger to adopt Resolution #20-160.

**MOTION UNANIMOUSLY CARRIED**

**R E S O L U T I O N #20-160**

**A RESOLUTION ACCEPTING THE SCOPE AND FEE PROPOSALS FROM THE  
DESIGN CONSULTANT FOR THE CARTER ROAD EAST SEGMENT OF THE  
LAWRENCE HOPEWELL TRAIL**

**WHEREAS**, Hopewell Township is a recipient of a federally-funded TAP Grant administered by the NJDOT for a segment of the LHT on the east side of Carter Road; and

**WHEREAS**, Hopewell Township entered into the NJDOT TAP Design Assistance Program to seek federal funding reimbursement for the required Preliminary and Final Design services associated with the project; and

**WHEREAS**, under the requirements of the Design Assistance Program, Hopewell Township selected the firm of Greenman and Pederson, Inc. (GPI) by Resolution #19-118 from the preapproved list of consultants supplied by NJDOT; and

**WHEREAS**, GPI has conducted scope development and fee proposal preparation with the NJDOT in accordance with the Design Assistance Program requirements; and

**WHEREAS**, the NJDOT has approved the final proposals submitted by GPI, consisting of three separate proposals, all dated April 6, 2020, for Preliminary Engineering, Final Design, and Construction Engineering Support; and

**WHEREAS**, the costs contained within the three April 6, 2020 proposals will be fully funded by the NJDOT Design Assistance Program as reimbursable costs to Hopewell Township; and

**WHEREAS**, the NJDOT requires acceptance of the proposals by Hopewell Township to authorize the federal funds.

**NOW, THEREFORE, BE IT RESOLVED** that the Hopewell Township Committee of the Township of Hopewell hereby accepts the three April 6, 2020 proposals from Greenman and Pederson Inc., under the Design Assistance Program,

**AND, BE IT FURTHER RESOLVED**, that the Hopewell Township Committee of the Township of Hopewell authorizes the Hopewell Township Engineer to notify the NJDOT of their acceptance of the proposals that will permit the NJDOT to authorize the required federal funds for the project and advance the preparation of formal agreements.

**RESOLUTION #20-161.** Read by title.

Motion by Blake, seconded by Peters-Manning to adopt Resolution #20-161.

**MOTION UNANIMOUSLY CARRIED**

**R E S O L U T I O N #20-161**

**A RESOLUTION PROVIDING FOR PAID LEAVE TIME  
TO ELIGIBLE PERSONNEL AFFECTED BY COVID-19**

**WHEREAS**, the federal Families First Coronavirus Response Act (“FFCRA”) requires employers to provide employees with paid leave under certain circumstances; and

**WHEREAS**, pursuant to FFCRA an employer must provide ten (10) days of paid sick leave to an employee who is unable to work (or telework) due to a need for leave because:

- (1) The employee is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;
- (2) The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19;
- (3) The employee is experiencing symptoms of COVID-19 and seeking a medical diagnosis;
- (4) The employee is caring for an individual who is subject to an order as described in subparagraph (1) or has been advised as described in paragraph (2);
- (5) The employee is caring for a son or daughter of such employee if the school or place of care of the son or daughter has been closed, or the child care provider of such son or daughter is unavailable, due to COVID-19 precautions;
- (6) The employee is experiencing any other substantially similar condition specified by the Secretary of Health and Human Services in consultation with the Secretary of the Treasury and the Secretary of Labor; and

**WHEREAS**, the FFCRA applies solely to leave taken between April 1, 2020 and December 31, 2020 and is not retroactive; and

**WHEREAS**, the Township desires to provide employees who took leave between March 9, 2020 and March 31, 2020 and who would have otherwise qualified for paid leave under FFCRA for reasons specified in paragraphs (1), (2), (3) and (4) above with paid leave for absences between March 9, 2020 and March 31, 2020; and

**WHEREAS**, paid leave is limited to up to ten (10) paid sick days (in addition to Township-provided sick leave) per employee who would have otherwise qualified for paid leave under FFCRA for reasons specified in paragraphs (1), (2), (3) and (4) above.

**NOW, THEREFORE, BE IT RESOLVED**, on the 4<sup>th</sup> day of May, 2020 by the Township Committee of the Township of Hopewell, County of Mercer, State of New Jersey, that: Each employee who took leave between March 9, 2020 and March 31, 2020 for reasons specified in paragraphs (1), (2), (3) and (4) above that would otherwise have qualified for paid leave under FFCRA but for the date of their absence will receive up to ten (10) paid sick days (in addition to Township-provided sick leave) toward those absences; and

**BE IT FURTHER RESOLVED**, that the Administrator has the authority to take action necessary to implement and interpret the application of this Resolution.

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**RESOLUTION #20-162.** Read by title.

Motion by Ruger, seconded by Peters-Manning to adopt Resolution #20-162.

**ABSTAIN:** Kuchinski

**MOTION UNANIMOUSLY CARRIED**

## **R E S O L U T I O N #20-162**

### **A RESOLUTION CONSENTING TO THE FRIENDS OF HOPEWELL VALLEY OPEN SPACE APPLICATION FOR GRANT FUNDING**

**WHEREAS**, the Township of Hopewell, along with the County of Mercer, State of New Jersey and the Friends of Hopewell Valley Open Space are co-owners of the property known as the Ted Stiles Preserve at Baldpate Mountain/Fiddlers Creek Preserve; and

**WHEREAS**, the Friends of Hopewell Valley Open Space has submitted an application to the Natural Resource Conservation Service - Environmental Quality Incentive Program to receive grant funding to create and implement a Forest Stewardship Plan; and

**WHEREAS**, if the grant is approved, the Friends of Hopewell Valley Open Space would enter into two successive one-year contracts with Natural Resource Conservation Service to hire a forester to prepare the Forest Stewardship Plan and enter into a five-year contract to conduct invasive species control work and to plant native shrubs within the Preserve; and

**WHEREAS**, any recommendations in the Forest Stewardship Plan will be jointly approved by Mercer County, the State of New Jersey, Hopewell Township and the Friends of Hopewell Valley Open Space;

**WHEREAS**, the Township would not be obligated to financially contribute, administer, match or implement the grant; and

**WHEREAS**, the grant application requires that all owners submit a letter consenting to the application; and

**NOW THEREFORE BE IT RESOLVED**, on this 4<sup>th</sup> day of May, 2020 by the Township Committee of the Township of Hopewell, County of Mercer, State of New Jersey:

1. The Township of Hopewell consents to the Friends of Hopewell Valley Open Space's grant application to the Natural Resource Conservation Service - Environmental Quality Incentive Program;
2. The Township Administrator is authorized to submit a letter acknowledging the Township's consent to the grant application

**RESOLUTION #20-163.** Read by title.

Motion by Kuchinski, seconded by Peters-Manning to adopt Resolution #20-163.

**MOTION UNANIMOUSLY CARRIED**

**R E S O L U T I O N #20-163**

**A RESOLUTION AMENDING  
PROFESSIONAL SERVICES AGREEMENTS**

**WHEREAS**, the Township entered into Professional Services Agreements with the firm noted below; and

**WHEREAS**, it is necessary to amend this agreement to change the amount and/or the term of the contract; and

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

**NOW, THEREFORE, BE IT RESOLVED** on this 4<sup>th</sup> day of May, 2020 by the Township Committee of the Township of Hopewell, County of Mercer, State of New Jersey, that the Professional Services Agreements be and are hereby amended as follows:

<u>FIRM</u>	<u>CURRENT MAXIMUM</u>	<u>PROPOSED MAXIMUM</u>	<u>CURRENT TERM EXPIRES</u>	<u>PROPOSED TERM EXPIRES</u>
Parker McCay, P.A. (Township Attorney) X-01-20-115-028	\$120,000.00	\$100,000.00	12/31/20	No Change

**RESOLUTION #20-164.** Read by title.

Motion by Ruger, seconded by Peters-Manning to adopt Resolution #20-164.

**MOTION UNANIMOUSLY CARRIED**

**R E S O L U T I O N #20-164**

**A RESOLUTION AUTHORIZING  
PROFESSIONAL SERVICES AGREEMENT**

**WHEREAS**, there exists a need for professional services for the following: planning services related to legal matters; and conflict Land Use Board engineering services; and

**WHEREAS**, the cost of the contract is not to exceed \$20,000.00 (0-01-20-115-028) for planning services related to legal matters; and escrow funds (0-01-21-190-028) for conflict Land Use Board engineering services; and funds will be available in the 2020 budget appropriations for this purpose certified by the local finance officer; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that a resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Hopewell, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute the attached agreement with:
  - Banisch Associates, Inc. for planning services related to legal matters;
  - Ferriero Engineering, Inc. for Conflict Land Use Board engineer



2. The contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law N.J.S.A. 40A:11-5 (1)(a) as a contract for services to be performed by persons authorized by law to practice recognized professions that are regulated by law and it is not possible to obtain competitive bids.

3. A notice of this action shall be published once in the official newspaper as required by law.

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**RESOLUTION #20-165.** Read by title.

Motion by Kuchinski, seconded by Blake to adopt Resolution #20-165.

**ROLL CALL VOTE:**

**AYES:** Blake, Kuchinski, Peters-Manning, Ruger, Mayor McLaughlin

**NOES:** None

**R E S O L U T I O N #20-165**

**A RESOLUTION FOR AN  
EMERGENCY TEMPORARY APPROPRIATION  
IN THE SBRSA SEWER UTILITY BUDGET**

**WHEREAS,** an emergent condition has arisen with respect to the below listed items and no adequate provision has been made in the 2020 SBRSA sewer utility temporary appropriations for the aforesaid purpose, and N.J.S.A. 40A:4-20 provides for the creation of an emergency temporary appropriation for the purpose above mentioned; and

**WHEREAS,** the total emergency temporary resolutions adopted in the year 2020 for the SBRSA sewer utility pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) including this resolution total \$108,275.00.

**NOW, THEREFORE, BE IT RESOLVED,** on this 4th of May 2020, by the Township Committee of the Township of Hopewell, County of Mercer, State of New Jersey (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20:

1. An emergency temporary appropriation be and the same is hereby made for:

SBRSA	
O&E	\$31,000.00
Total	\$31,000.00

2. That said emergency temporary appropriation has been provided for in the 2020 budget under the title of:

As listed in 1 above

3. That one certified copy of this resolution be filed with the Director of Local Government Services.

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**RESOLUTION #20-166.** Read by title.

Motion by Blake, seconded by Ruger to adopt Resolution #20-166.

**ROLL CALL VOTE:**

**AYES:** Blake, Kuchinski, Peters-Manning, Ruger, Mayor McLaughlin

**NOES:** None

**R E S O L U T I O N #20-166**

**A RESOLUTION FOR AN EMERGENCY TEMPORARY  
APPROPRIATION IN THE WATER UTILITY BUDGET**

**WHEREAS,** an emergent condition has arisen with respect to the below listed items and no adequate provision has been made in the 2020 water utility temporary appropriations for the aforesaid purpose, and N.J.S.A. 40A:4-20 provides for the creation of an emergency temporary appropriation for the purpose above mentioned; and

**WHEREAS,** the total emergency temporary resolutions adopted in the year 2020 for the water utility pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) including this resolution total \$115,315.00

**NOW, THEREFORE, BE IT RESOLVED**, on this 4<sup>th</sup> day of May 2020, by the Township Committee of the Township of Hopewell, County of Mercer, State of New Jersey (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20:

1. An emergency temporary appropriation be and the same is hereby made for:

O/E	\$104,625.00
Total	\$104,625.00

2. That said emergency temporary appropriation has been provided for in the 2020 budget under the title of:

As listed in 1 above

3. That one certified copy of this resolution be filed with the Director of Local Government Services.

**RESOLUTION #20-167.** Read by title.

Motion by Ruger, seconded by Kuchinski to adopt Resolution #20-167.

**MOTION UNANIMOUSLY CARRIED**

**R E S O L U T I O N #20-167**

**RESOLUTION OF AWARD FOR  
 BID #20-03 – 2020 CHIP SEAL / MICRO-PAVING PROGRAM**

**WHEREAS**, the Township has advertised and received formal bids for Bid # 20-03, 2020 Chip Seal / Micro-Paving Program in a Fair and Open manner in accord with N.J.S.A 19:44A-20.4 et. Seq.; and

**WHEREAS**, the Township received formal bids on March 31, 2020 at 10:30 A.M. to wit:

Vendor	Bid Amount
Asphalt Paving Systems, Inc.	\$1,336,391.65

; and

**WHEREAS**, Asphalt Paving Systems, Inc., PO Box 530, Hammonton, NJ 08037, at the price of \$1,336,391.65 was the lowest submitted bidder; and

**WHEREAS**, the bid as submitted by Asphalt Paving Systems, Inc., PO Box 530, Hammonton, NJ 08037 was deemed to be the lowest responsive and responsible bid by the Qualified Purchasing Agent and Township Consulting Engineer; and

**WHEREAS**, the Qualified Purchasing Agent and Township Consulting Engineer recommend award of Bid # 20-03, 2020 Chip Seal / Micro-Paving Program contract to Asphalt Paving Systems, Inc., PO Box 530, Hammonton, NJ 08037 for the bid cost of \$1,336,391.65; and

**WHEREAS**, the Chief Financial Officer hereby certifies that funds are available NOT TO EXCEED \$1,336,391.65, as follows:

2020 Capital Improvement Fund –

X-04-00-675-505	\$689,142.57
X-04-00-677-505	\$647,249.08

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hopewell, Mercer County, New Jersey, that the recommendation to award is hereby accepted. The bid provided by Asphalt Paving Systems, Inc., PO Box 530, Hammonton, NJ 08037 for Bid # 20-03, 2020 Chip Seal / Micro-Paving Program in the amount of \$1,336,391.65 is hereby accepted; and

**BE IT FURTHER RESOLVED**, by the Township Committee of the Township of Hopewell, Mercer County, New Jersey, that the Mayor is authorized to effectuate a contract with Asphalt Paving Systems, Inc., PO Box 530, Hammonton, NJ 08037, reflecting the precepts as contained within this agreement.

**RESOLUTION #20-168.** Read by title.

Motion by Blake, seconded by Ruger to adopt Resolution #20-168.

**MOTION UNANIMOUSLY CARRIED**

**RESOLUTION #20-168**

**RESOLUTION OF AWARD FOR  
 BID #20-04 FIVE INCH DISTRESSED PAVEMENT REPLACEMENT FOR 2020 ROAD  
 PROGRAM – VARIOUS ROADS**

**WHEREAS**, the Township has advertised and received formal bids for Bid # 20-04, Five Inch Distressed Pavement Replacement for 2020 Road Program – Various Roads in a Fair and Open manner in accord with N.J.S.A 19:44A-20.4 et. Seq.; and

**WHEREAS**, the Township received formal bids on March 31, 2020 at 11:30 A.M. to wit:

<b>Vendor</b>	<b>Bid Amount</b>
DeSantis Construction, Inc.	\$354,769.50
S & G Paving, Inc.	\$356,175.00
Top Line Construction Corp.	\$401,357.00
The Earle Companies	\$423,913.13
American Asphalt Company, Inc.	\$449,765.00

; and

**WHEREAS**, DeSantis Construction, Inc., P.O. Box 6030, Somerset, N.J. 08875, at the price of \$354,769.50 was the lowest submitted bidder; and

**WHEREAS**, the bid as submitted by DeSantis Construction, Inc., P.O. Box 6030, Somerset, N.J. 08875 was deemed to be the lowest responsive and responsible bid by the Qualified Purchasing Agent and Township Consulting Engineer; and

**WHEREAS**, the Qualified Purchasing Agent and Township Consulting Engineer recommend award of Bid # 20-04, Five Inch Distressed Pavement Replacement for 2020 Road Program – Various Roads contract to DeSantis Construction, Inc., P.O. Box 6030, Somerset, N.J. 08875 for the bid cost of \$354,769.50; and

**WHEREAS**, the Chief Financial Officer hereby certifies that funds are available NOT TO EXCEED \$354,769.50, as follows:

2020 Capital Improvement Fund – X-04-00-677-510

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hopewell, Mercer County, New Jersey, that the recommendation to award is hereby accepted. The bid provided by DeSantis Construction, Inc., P.O. Box 6030, Somerset, N.J. 08875 for Bid # 20-04, Five Inch Distressed Pavement Replacement for 2020 Road Program – Various Roads in the amount of \$354,769.50 is hereby accepted; and

**BE IT FURTHER RESOLVED**, by the Township Committee of the Township of Hopewell, Mercer County, New Jersey, that the Mayor is authorized to effectuate a contract with DeSantis Construction, Inc., P.O. Box 6030, Somerset, N.J. 08875, reflecting the precepts as contained within this agreement.

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**RESOLUTION #20-169.** Read by title.  
 Motion by Blake, seconded by Ruger to adopt Resolution #20-169.  
**MOTION UNANIMOUSLY CARRIED**

**RESOLUTION #20-169**

**A RESOLUTION AUTHORIZING PART-TIME  
 SEASONAL WORKERS FOR THE  
 HOPEWELL TOWNSHIP RECREATION DEPARTMENT**

**WHEREAS**, the Hopewell Township Recreation Department traditionally offers a variety of summer recreation programs; and

**WHEREAS**, smooth operation of these programs requires that they be planned and staffed in the spring; and

**WHEREAS**, the Recreation Department will operate these programs in 2020, if circumstances permit; and

**WHEREAS**, in deciding whether these programs will be operated in 2020, the Township will be guided by the Governor’s Executive Orders issued under the State of Emergency and Public

Health Emergency declared as a result of the COVID-19 coronavirus pandemic, as well as guidance from the New Jersey Department of Health and Hopewell Township Health Officer; and

**WHEREAS**, the Hopewell Township Recreation Director recommends the following individuals for appointment as part time seasonal workers to manage and supervise the programs sponsored by the Recreation Department; and

**WHEREAS**, in the event the programs cannot be operated as a result of the public health crisis, the listed compensation for these individuals shall be prorated to reflect work actually performed.

**NOW, THEREFORE, BE IT RESOLVED**, on this 4th day of May, 2020, by the Township Committee of the Township of Hopewell, County of Mercer, State of New Jersey, that part-time seasonal workers be hereby appointed effective June 22, 2020 through August 29, 2020 as follows:

NAME	TITLE	PROGRAM	SALARY
Joslyn Johnson	Recreation Supervisor	Art in the Park	\$1,061.00 per week
Blair Grenier	Rec. Leader-Guest Artist	Art in the Park	\$ 678.00 per week
Elizabeth Machado	Rec. Leader-Guest Artist	Art in the Park	\$ 678.00 per week
Ashlee Bartol	Rec. Leader-Guest Artist	Art in the Park	\$ 678.00 per week
Nina Johnson	Recreation Aide	Art in the Park	\$ 11.00 per hour
Sara Richtmyer	Recreation Aide	Art in the Park	\$ 11.00 per hour
Dan Balog	Recreation Supervisor	Baseball Camp	\$ 50.00 per hour
Kenneth Harrison	Recreation Supervisor	Baseball Camp	\$ 50.00 per hour
John Capuano	Recreation Leader	Baseball Camp	\$ 35.00 per hour
Kenneth Tagliareni	Recreation Aide	Baseball Camp	\$ 11.00 per hour
Aidan Fish	Recreation Aide	Baseball Camp	\$ 11.00 per hour
Pam Edwards	Recreation Supervisor	Field Hockey	\$ 50.00 per hour
Suzanne Stout	Recreation Leader	Field Hockey	\$ 40.00 per hour
Dan Balog	Recreation Supervisor	Bulldog Soccer	\$ 50.00 per hour
Jessica Cuba	Recreation Supervisor	Bulldog Soccer	\$ 50.00 per hour
Ed Gola	Recreation Supervisor	Bulldog Soccer	\$ 50.00 per hour
John McGinley	Recreation Supervisor	Bulldog Soccer	\$ 50.00 per hour
Jeff Neumann	Recreation Supervisor	Bulldog Soccer	\$ 50.00 per hour
Gary Nucera	Recreation Supervisor	Bulldog Soccer	\$ 50.00 per hour
Lisa Rich	Recreation Supervisor	Softball Camp	\$ 40.00 per hour
Christine Levering	Recreation Leader	Softball	\$ 25.00 per hour
Brynn Hopkins	Recreation Aide	Softball	\$ 11.00 per hour
Alexa Klepper	Recreation Aide	Softball	\$ 11.00 per hour
Mackenzie Martin	Recreation Aide	Softball	\$ 11.00 per hour
James Riese	Recreation Supervisor	Teen Travel	\$1,505.00per week
Lisa Rich	Recreation Leader	Teen Travel	\$1,326.00per week
Mark Chiu	Recreation Leader	Teen Travel	\$ 240.00 per day
Lisa Strigel	Recreation Leader	Teen Travel	\$ 240.00 per day
John McGinley	Recreation Supervisor	Jr. Travel	\$1,325.00 per week
Mark Chiu	Recreation Supervisor	Volleyball	\$ 40.00 per hour
Lisa Strigel	Recreation Supervisor	Volleyball	\$ 40.00 per hour
Michaela Kwak	Recreation Aide	Volleyball	\$ 11.00 per hour
Ward Taggart	Recreation Supervisor	Wrestling Camp	\$ 35.00 per hour

Pay scale as set by Township Ordinance:

Recreation Aide:	\$ 11.00 per hour to \$15.00 per hour
Recreation Leader:	\$15.00 per hour to \$35.00 per hour
Recreation Supervisor	\$35.00 per hour to \$50.00 per hour

Each of the summer camps has a range of hours that is dependent on weather, drop-off and pick-up times of campers, daily trip times, and set-up/planning time.

Art in the Park	- Range is from 20 hours to 35 hours per week
Baseball Camp	- Range is from 20 hours to 25 hours per week
Softball Camp	- Range is from 20 hours to 25 hours per week
Soccer Camp/League	- Range is from 5 hours to 8 hours per week
Field Hockey League	- Range is from 5 hours to 8 hours per week
Teen Travel	- Range is from 35 hours to 40 hours per week

- Volleyball Camp - Range is from 25 hours to 30 hours per week
- Wrestling Camp - Range is from 20 hours to 25 hours per week

**RESOLUTION #20-170.** Read by title.

Motion by Blake, seconded by Peters-Manning to adopt Resolution #20-170.

**ROLL CALL VOTE:**

**AYES:** Blake, Kuchinski, Peters-Manning, Ruger, Mayor McLaughlin

**NOES:** None

**R E S O L U T I O N #20-170**

**BILLS & CLAIMS**

**BE IT RESOLVED**, that the list of cash disbursements authorized for approval of bills for payment date April 20, 2020 in the following amounts:

Bills and Claims	\$	382,324.39
Payroll	\$	315,448.94
Total Disbursements	\$	697,773.33

Itemized and listed on the submitted schedule are hereby approved and filed as a record as part of the minutes of this meeting.

**WORK SESSION – EXTENSION OF PROPERTY TAX PAYMENT GRACE PERIOD**

Mayor McLaughlin explained that New Jersey State Governor Murphy passed an Executive Order that would allow municipalities to extend the grace period for payment of property taxes from May 11 to June 1. Committee Member Kuchinski shared a slide show regarding the extension which included:

- Second quarter taxes are due on May 1, 2020 with a grace period that extends to May 10, 2020.
- The Township collects property taxes for municipal needs, but also on behalf of Mercer County and the Hopewell Valley Regional School District.
- The Township must forward monies to the county and schools on a prescribed schedule.
- On April 28, 2020, Governor Phil Murphy, signed Executive Order 130 which allows municipalities to extend the grace period for second quarter taxes to June 1, 2020.
- Unfortunately, this executive order did not relieve municipalities of their obligation to pay county or schools on the current schedule.
- These payment amounts are fixed regardless of when payments are received by the Township and whether they are collected in full or in part (e.g. the county and schools get their funds first.)
- The purpose of tonight’s work session is to review options for property tax relief for Hopewell Township residents, and the potential implication on municipal services.
- A slide was presented to signify how much of the tax levy goes to the schools, county, municipality, fire district and open space.
- Ms. Borges presented a slide which signified the payments which need to be paid and what the balance would be if no cash was forthcoming.
- Ms. Borges presented a slide which signified the payments which need to be paid and what the balance would be if 80% of tax payments were received.
- Discussion of potential next steps:
  - Current tax collection rate is tracking approximately 4 points behind a year ago, which translates into a potential \$1.2 million shortfall.
  - While some residents are facing significant challenges due to COVID-19, it would help significantly if those who can pay, pay before May 10.
  - We should continue tracking daily tax receipts to monitor the trend.
  - To provide the tax relief our residents are seeking, we could work with the County and schools to seek delay in timing of upcoming payments.
  - Alternately, we could ask for their agreement to a proportionate reduction in payments based on the Township’s ultimate collection rate.

A discussion ensued concerning agreements with the County and school district to delay payments; questioned if there was a precedent to proportionately pay the County and the school district and if it could be legally done; questioned what type of tax penalty a tax payer would incur for late payments; discussed reducing the interest rate, which was determined to be prohibited; and setting a special meeting for Friday to take action. It was decided to hold a special meeting on Friday, May 8, 2020 at 2:30 p.m. to decide on the action to take.

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**FUTURE AGENDA ITEMS – AS LISTED ON THE TOWNSHIP WEBSITE ON THE CLERK’S PAGE.**

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**PUBLIC SECTION**

The following members of the public spoke during public comment:

**Peter Ashukian** asked how he may pay his taxes being that the Municipal Building is closed.

The detailed public comment may be viewed at [www.hopewelltp.org](http://www.hopewelltp.org) in the video library.

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**EXECUTIVE SESSION RESOLUTION.** Read into the record.

Mayor McLaughlin stated that the regular meeting may reconvene at 6:30 p.m. following the Executive Session.

Motion by Ruger, seconded by Kuchinski 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 #20-171**

**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
- Contract Negotiations
  - Bristol-Myers Squibb
  - Open Space
- Real Estate
  - Rental Property
- Contract Negotiations
  - D&R Properties
- Personnel
  - Contact Tracing

**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 4<sup>th</sup> day of May, 2020 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.

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At 6:09 p.m. the Executive Session was held.

At 6:30 p.m. the Regular meeting reconvened.

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Mayor McLaughlin stated that no action would take place.  
At 6:30 p.m., motion by Peters-Manning, seconded by Ruger to adjourn the Regular meeting.  
**MOTION UNANIMOUSLY CARRIED**

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Motion by Kuchinski, seconded by Ruger to reenter Executive Session to discuss contract negotiations, real estate, legal and personnel matters.  
**MOTION UNANIMOUSLY CARRIED**

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The detailed public meeting may be viewed at [www.hopewelltp.org](http://www.hopewelltp.org) in the video library.

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LAURIE E. GOMPF  
MUNICIPAL CLERK