

**BOROUGH OF HOPEWELL
BOROUGH COUNCIL**

**OFFICIAL MINUTES
APPROVED: 2/2/2017**

**REORGANIZATION/REGULAR MEETING
JANUARY 3, 2017**

The Reorganization and Regular Meeting of the Borough Council of the Borough of Hopewell was called to order by Mayor Anzano at 6:05 pm on January 3, 2017. The following members of the Borough Council were present: Mr. Chris Fossil, Ms. Debra Lehman, Mr. Robert Lewis, Mr. David Mackie and Mr. C. Schuyler Morehouse. Borough Administrator/Clerk Michele Hovan and Borough Attorney Joseph Tauriello were also present. There were no members of the public present.

Ms. Hovan read the "Sunshine Statement" indicating the meeting was being held in accordance with the Open Public Meetings Act and Mayor Anzano led the flag salute.

EXECUTIVE RESOLUTION NO. 2017-01- on motion by Mr. Morehouse, seconded by Mr. Mackie and carried unanimously, the resolution to enter executive session to discuss tax appeal litigation matters was adopted unanimously.

Mayor Anzano reconvened the Regular portion of the meeting at 7:01 pm. There were six members of the public present. Mayor Anzano opened the meeting to the public. There being no questions or comments the meeting was closed to the public on motion of Mr. Lewis, seconded by Mr. Mackie and carried.

REMARKS BY MAYOR PAUL ANZANO

Mayor Anzano thanked the members of Council for their service to the community and their willingness to serve, adding that he is looking forward to another good year in 2017. Mayor Anzano said that the biggest issue on the horizon may be redevelopment, now that the eminent-domain-or-not piece was resolved, and said he believed the Borough is on the right path, adding, "We shall see how it plays out." Mayor Anzano thanked the professionals and staff for their work in making the town a desirable place to live and paid special thanks to the hundreds of volunteers who work tirelessly for the town, generously donating their time and expertise. The Mayor noted that all of the re-appointees agreed to new terms and also highlighted several projects slated for 2017 construction including the final phase of the streetscape, library building improvements and road work on East Prospect Street.

ACCEPTANCE OF RESIGNATION FROM BOROUGH COUNCIL – ROXANNE KLETT

Mayor Anzano announced that Roxanne Klett has resigned from Council as she has accepted an employment position in the Borough. Mayor Anzano noted Ms. Klett's extraordinary commitment to the town and said that her efforts were appreciated. Mayor Anzano said that the search was underway for replacement candidates and that more would follow in the days ahead.

OATHS OF OFFICE

Mr. Tauriello administered Oaths of Office to David Mackie and Chris Fossil, as Council members for new three-year terms to expire December 31, 2019.

NOMINATION OF COUNCIL PRESIDENT

Mayor Anzano opened the floor for nominations for Council President. Mr. Mackie nominated Mr. Morehouse. The nomination was seconded by Mr. Fossil. Mayor Anzano asked if there were any additional nominations and there were none. On motion by Mr. Mackie, seconded by Mr. Fossil and carried unanimously, Mr. Morehouse was elected Council President for a one-year term to expire 12/31/2017.

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REORGANIZATION RESOLUTIONS

The following Resolution Nos. 2017-01 – 2017-21, as filed in the Municipal Clerk’s Office, were adopted on motion of Mr. Lewis, seconded by Mr. Mackie, and carried unanimously.

2017-01	SCHEDULE OF REGULAR MEETINGS
2017-02	RULES OF ORDER
2017-03	OFFICIAL DEPOSITORIES
2017-04	AUTHORIZED SIGNATORIES
2017-05	OFFICIAL NEWSPAPERS
2017-06	CONSENT AGENDA
2017-07	INTEREST & PENALTY RATES FOR DELINQUENCY CHARGES
2017-08	2017 TEMPORARY BUDGETS
2017-09	AUTHORIZATION TO HOLD ANNUAL TAX SALE
2017-10	TAX COLLECTOR CANCELLATION LIMIT
2017-11	RETURNED CHECK FEE
2017-12	PROFESSIONAL SERVICES - BOROUGH COUNSEL
2017-13	PROFESSIONAL SERVICES - MUNICIPAL AUDITOR
2017-14	PROFESSIONAL SERVICES - BOND COUNSEL
2017-15	PROFESSIONAL SERVICES - BOROUGH ENGINEER
2017-16	MAINTENANCE OF MUNICIPAL TAX MAPS
2017-17	PROFESSIONAL SERVICES - INSURANCE BROKER OF RECORD
2017-18	STATEWIDE INSURANCE FUND COMMISSIONER
2017-19	STATEWIDE INSURANCE FUND RISK MANAGER AGREEMENT
2017-20	PUBLIC AGENCY COMPLIANCE OFFICER/AFFIRMATIVE ACTION PROCUREMENT AND SERVICE COMPLIANCE OFFICER
2017-21	PROFESSIONAL SERVICES – CONTINUING DISCLOSURE AGENT SERVICES

ROLL CALL:

AYES: FOSSEL, LEHMAN, LEWIS, MACKIE, MOREHOUSE
 NAYS: NONE
 ABSENT: NONE
 ABSTAIN: NONE

MAYORAL APPOINTMENTS

The following mayoral appointments “A” through “T” were confirmed on motion of Mr. Morehouse seconded by Mr. Lewis, and carried unanimously:

- (A) MUNICIPAL PROSECUTOR - W. REED GUSCIORA
 1-YEAR TERM TO EXPIRE 12/31/2017
 ALTERNATE PROSECUTORS - MERCER COUNTY PROSECUTORS

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- 1-YEAR TERM TO EXPIRE 12/31/2017
- (B) PUBLIC DEFENDER- JOHN HOLLIDAY
1-YEAR TERM TO EXPIRE 12/31/2017
- ALTERNATE PUBLIC DEFENDER – LEE ENGLEMAN
1-YEAR TERM TO EXPIRE 12/31/2017
- (C) CUSTODIAN OF MUNICIPAL DEEDS - DENNIS O'NEAL, BOROUGH
ENGINEER - 1-YEAR TERM TO EXPIRE 12/31/2017
- (D) SEARCH OFFICER - DONNA GRIFFITHS, TAX COLLECTOR
1-YEAR TERM TO EXPIRE 12/31/2017
- (E) CLEAN COMMUNITIES COORDINATOR - HERBERT RUEHLE
1-YEAR TERM TO EXPIRE 12/31/2017
- (F) RECYCLING COORDINATOR - HERBERT RUEHLE
1-YEAR TERM TO EXPIRE 12/31/2017
- (G) LIBRARY BOARD OF TRUSTEES:
DEE DYER – 5-YEAR TERM TO EXPIRE 12/31/2021
KURT REYNERTSON – 5-YEAR TERM TO EXPIRE 12/31/2021
C. SCHUYLER MOREHOUSE – MAYOR'S REPRESENTATIVE - 1-YEAR
TERM TO EXPIRE 12/31/2017
- (H) PLANNING BOARD:
CLASS II - MICHELE HOVAN - 1-YEAR TERM TO EXPIRE 12/31/2017
CLASS III - DAVID MACKIE - 1-YEAR TERM TO EXPIRE 12/31/2017
CLASS IV – WYATT PRATT – UNEXPIRED TERM TO EXPIRE 12/31/18
ALTERNATE #1 – LOUIS YOUNG – UNEXPIRED TERM TO EXPIRE
12/31/17
- (I) HISTORIC PRESERVATION COMMISSION
CLASS B – MICHAEL MILLS – 4-YEAR TERM TO EXPIRE 12/31/2020
CLASS C – JENNIFER SMIT – 4-YEAR TERM TO EXPIRE 12/31/2020
ALTERNATE #1 – MARK DOLAN – 2-YEAR TERM TO EXPIRE
12/31/ 2018
- (J) BOARD OF HEALTH
MARY KATE LUNDQUIST - 3-YEAR TERM TO EXPIRE 12/31/2019
LOIS KOTKOSKIE – 3 YEAR TERM EXPIRE 12/31/2019
COUNCIL LIAISON – DEBRA LEHMAN – 1-YEAR TERM TO EXPIRE
12/31/2017

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- (K) RECREATION COMMITTEE
ERIC HENDRICKSON – 3-YEAR TERM TO EXPIRE 12/31/2019
ALI MYERS – 3-YEAR TERM TO EXPIRE 12/31/2019
- (L) EMERGENCY MANAGEMENT:
COORDINATOR – HERBERT RUEHLE
1-YEAR TERM TO EXPIRE 12/31/2017

DEPUTY COORDINATOR – JOSEPH NOVAK
1-YEAR TERM TO EXPIRE 12/31/2017

DEPUTY COORDINATOR - MICHELE HOVAN
1-YEAR TERM TO EXPIRE 12/31/2017
- (M) ECONOMIC DEVELOPMENT COMMITTEE:
MICHAEL GRAY - 3-YEAR TERM TO EXPIRE 12/31/ 2019
JENNIFER GHANNAM – 3-YEAR TERM TO EXPIRE 12/31/2019
SUSAN POLLARA – 3-YEAR TERM TO EXPIRE 12/31/2019
- (N) HOPEWELL VALLEY OPEN SPACE COMMITTEE:
JUDY JENGO - 1-YEAR TERM TO EXPIRE 12/31/2017
JOSEPH MIKO - 1-YEAR TERM TO EXPIRE 12/31/2017
CHRIS FOSSEL- COUNCIL REPRESENTATIVE - 1-YEAR TERM TO EXPIRE 12/31/2017
- (O) HOPEWELL VALLEY SENIOR ADVISORY BOARD:
ROSALINE FLEMING – 3-YEAR TERM TO EXPIRE 12/31/2019
CHRIS FOSSEL - EX OFFICIO 1-YEAR TERM TO EXPIRE 12/31/ 2017
ROBERT LEWIS - EX OFFICIO 1-YEAR TERM TO EXPIRE 12/31/2017
- (P) ADVISORY SHADE TREE COMMITTEE:
JANE McKINLEY – 3-YEAR TERM TO EXPIRE 12/31/2019
JENNIFER SALTMAN – 3-YEAR TERM TO EXPIRE 12/31/2019
- (Q) HOPEWELL VALLEY GREEN TEAM
SCOTT FULMER - 1-YEAR TERM TO EXPIRE 12/31/2017
JENNIFER CURTIS - 1-YEAR TERM TO EXPIRE 12/31/2017
CHRIS FOSSEL – GOVERNING BODY LIAISON - 1-YEAR TERM TO EXPIRE 12/31/2017
- (R) MERCER COUNTY BOARD OF HUMAN SERVICES
LOTTIE DOVERMAN - 1-YEAR TERM TO EXPIRE 12/31/2017
- (S) CENTRAL JERSEY TRANSPORTATION FORUM
MICHELE HOVAN - 1-YEAR TERM TO EXPIRE 12/31/2017

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DENNIS O'NEAL - 1-YEAR TERM TO EXPIRE 12/31/2017

(T) STANDING COMMITTEES OF THE MAYOR/BOROUGH COUNCIL
1-YEAR TERMS TO EXPIRE DECEMBER 31, 2017

PAUL ANZANO: BUILDING COMMITTEE, FINANCE, PERSONNEL

C. SCHUYLER MOREHOUSE: FINANCE, PERSONNEL, BUILDING
COMMITTEE, WATER PLANNING COMMITTEE, PUBLIC
SAFETY, LIBRARY

CHRIS FOSSEL: GREEN TEAM, RECREATION, MUNICIPAL ALLIANCE
OPEN SPACE

DEB LEHMAN: FINANCE, HEALTH

ROBERT LEWIS: MUNICIPAL ALLIANCE, RECREATION

DAVID MACKIE: PUBLIC WORKS/STREETS & ROADS, PERSONNEL,
BUILDING COMMITTEE, WATER PLANNING
COMMITTEE, PLANNING BOARD

CONCLUSION OF REORGANIZATION PORTION OF THE MEETING

REGULAR MEETING

Mayor Anzano opened the meeting to the public. There being no comment or questions, the meeting was closed to the public on motion by Mr. Lewis, seconded by Mr. Morehouse and carried unanimously.

REPORT OF THE DIRECTOR OF PUBLIC WORKS – there were no comments or questions regarding the Director's submitted report.

REPORT OF THE DIRECTOR OF WATER AND SEWERS- there were no comments or questions regarding the Director's submitted report.

MINUTES – The minutes from the December 1, 2016 regular meeting were accepted on motion by Mr. Morehouse, seconded by Mr. Mackie and carried (Ms. Lehman abstaining due to absence).

RESOLUTIONS

Resolution Nos. 2017-22 - 2017-26, as filed in the Municipal Clerk's Office, were adopted on motion of Mr. Lewis, seconded by Mr. Fossel, and carried unanimously.

2017-22 PERSONNEL – ACCOUNTS PAYABLE CLERK/OFFICE ASSISTANT
2017-23 PERSONNEL – VIOLATIONS CLERK

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2017-24 CONTRACT AWARD – STREETScape III
2017-25 MUNICIPAL ALLIANCE GRANT APPLICATION
2017-26 BUDGET TRANSFERS

ROLL CALL:

AYES: FOSSEL, LEHMAN, LEWIS, MACKIE, MOREHOUSE
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

CLAIMS FOR PAYMENT

The Claims for Payment, as attached, were approved on motion of Mr. Morehouse, seconded by Ms. Lehman and carried unanimously.

ROLL CALL:

AYES: FOSSEL, LEHMAN, LEWIS, MACKIE, MOREHOUSE
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

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COUNCIL LIAISON REPORTS

Mr. Mackie briefly reported that the COAH issue is ongoing with the gap period and Reading report, which highlighted other towns with decades of neglect, and the comparison to Hopewell Borough, which has tried to address needs and affordable housing issues all along. Mr. Morehouse noted that the Borough finances are in good order and that makes possible the improvements stated by the Mayor, adding that the NJDOT funding enables the road reconstruction work to continue. There were no other reports or comments by members of Council.

Mayor Anzano thanked the Council and public again for a good 2016, the Borough's 125th year, and said that people want to live and work here so the goal is to keep that going in the time ahead.

There being no additional comment and on motion by Mr. Lewis, seconded by Ms. Lehman and carried unanimously, the meeting was adjourned at 7:20 pm.

Respectfully submitted,

Michele Hovan
Borough Administrator/Clerk