

TOWNSHIP OF HAMPTON

1 Rumsey Way

Newton, NJ 07860

P: 973-383-5570 • F: 973-383-8969

www.hamptontownshipnj.info

Jessica M. Caruso
Township CFO / Administrator

Kathleen Armstrong, RMC
Township Clerk

HAMPTON TOWNSHIP COMMITTEE AGENDA JANUARY 30, 2024

FLAG SALUTE

ROLL CALL

STATEMENT- This electronic meeting is being held in compliance with the provisions of P. L. 1975, Ch. 231, Secs. 4 & 13, the Sunshine Law. In addition to publication in the Sunday and Daily New Jersey Herald and posting at the usual location in the municipal building, notice has been posted at the front door and provided electronically on the Township website."

CONSENT AGENDA - All items with an Asterisk (*) are considered routine and non-controversial by the Committee and will be approved by one motion. There will be no separate discussion of these items unless a citizen or Committee Member requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

1. Minutes – December 19, 2023 and January 3, 2024 Reorganization and Regular Meeting

2. Correspondence

1. Hampton Township Fire and Rescue, Inc. – January 3, 2024 Minutes, 2024 Committees
2. Hampton Township Recreation Advisory Committee – January 17, 2024 Reorganization and Regular Meeting Minutes
3. Hampton Township Board of Health – January 16, 2024 Reorganization and Regular Meeting Minutes
4. Dam Safety Inspection Report for Crandon Lake Dam
5. Thank you from JD Verheck, McKeown Elementary School Nurse
6. New Jersey Planner – November/December 2023
7. NJ Municipalities Magazine – January 2024
8. Hampton Township Board of Education – Annual Calendar of Meeting Dates
9. League of Municipalities – Louis Bay 2nd Future Municipal Leaders Scholarship Competition
10. Notification of Altice's Annual Franchise Fee Payment

- **Reports**

1. Joint Municipal Court of Andover Township –November and December 2023
2. Wantage Joint Municipal Court – November 2023
3. Hampton Township Construction Official’s Permit Activity Report- December 2023 and 2023 YTD
4. Hampton Township Treasurer’s Report – December 31, 2023
5. Hampton Township Animal Control Officer’s Report – December 2023
6. Zoning Complaint Report – December 2023

APPROVAL OF THE CONSENT AGENDA

REGULAR AGENDA

ORDINANCES

INTRODUCTION AND FIRST READING

1. **HAMPTON TOWNSHIP ORDINANCE #2024-02 – AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)**

PUBLIC HEARING AND FINAL ADOPTION

1. **HAMPTON TOWNSHIP ORDINANCE #2024-01 - AN ORDINANCE TO AMEND CHAPTER 100, ENTITLED “VEHICLES AND TRAFFIC” OF THE CODE OF THE TOWNSHIP OF HAMPTON, COUNTY OF SUSSEX, STATE OF NEW JERSEY TO DESIGNATE AND AUTHORIZE CROSSWALK.**

RESOLUTIONS

1. **HAMPTON TOWNSHIP RESOLUTION:** Authorizing the Award of a Non-Fair and Open Contract for Professional Legal Services
2. **HAMPTON TOWNSHIP RESOLUTION:** Sussex County Municipal Utilities Authority Board of Commissioners Authorize the Execution of a Shared Services Agreement(s) with Hampton Township for the Provision of Certified Recycling Professional Services to Certify and Submit the 2023 Recycling Tonnage Report to NJDEP
3. **HAMPTON TOWNSHIP RESOLUTION:** Endorsing The Submission of The Recycling Tonnage Grant Application to The NJDEP And Designates Karen Hansen to Ensure the Application Is Properly Filed
4. **HAMPTON TOWNSHIP RESOLUTION:** Authorizing The Municipal Clerk and Mayor to Make Application for The Submission of a Grant Application to The New Jersey Department of Community Affairs Local Recreation Improvement Grant

NEW BUSINESS

1. Agreement between the Township of Hampton and The Land Conservancy of New Jersey for Open Space Services for the period of February 15, 2024 to February 14, 2025 at a rate of \$100.00 per hour
2. Recommendation to Accept Project: Proposed Resurfacing of Copeley Road; Milling and Paving, Line Striping, Guide Rail, Drainage Inlet Accessories and Traffic Sign Materials Per the Morris County CO-OP
3. Recommendation to Accept Project: Proposed Resurfacing of Augusta Hill Road; Milling and Paving and Line Striping Per the Morris County CO-OP
4. Recommendation to Accept Project: Proposed Resurfacing of Various Streets (*Lakeview Drive; Upper Dam Road/West Shore Drive & Sarah Court*); Milling and Paving, Line Striping, Drainage Inlet Accessories & Guide Rail Per the Morris County CO-OP
5. Memo from Harold Pellow RE: FY 2024 NJDOT Trust Fund Grant for Possaghi Road – Section I HPA No. 00-033
6. Red Light Application for Andrew Dietz
7. American Legion Branchville Post #157 Extending Invitation to Hampton Township Committee to Join Annual Memorial Day Parade on May 27, 2024 At 10:00 A.M.
8. Medical Essential Diagnostics (MED) Mobile Clinic Services
9. Mobile Home Park Annual License Issued to Carriage Acres Mobile Homes, Inc. for the period January 1, 2024 through December 31, 2024
10. Annual License Issued to Amvets for four (3) Charitable Bins; three (3) at Sussex County Mattress
11. Annual License Issued to ACR Trading for one (1) Charitable Bin; one (1) at NW Christian School
12. Discussion on the upcoming 2024 KLL Baseball Season with President Mike Carovillano
13. Application from Toni Vickery to become a member of the Hampton Township Recreation Advisory Committee
14. Application from Krista Albert to become a member of the Hampton Township Recreation Advisory Committee

DISCUSSION

HAMPTON TOWNSHIP FIRE AND RESCUE UPDATE

PUBLIC SESSION

PUBLIC SESSION CLOSED

EXECUTIVE SESSION

BILLS

ADJOURNMENT

**CALENDAR YEAR 2024
HAMPTON TOWNSHIP ORDINANCE #2024-02 TO EXCEED THE MUNICIPAL
BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Hampton Township Committee, of the Township of Hampton, in the County of Sussex, finds it advisable and necessary to increase its CY 2024 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Hampton Township Committee hereby determines that a 1% increase in the budget for said year, amounting to \$33,823.74 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Hampton Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Hampton Township Committee of the Township of Hampton, in the County of Sussex, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2024 budget year, the final appropriations of the Hampton Township Committee shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$118,383.09 and that the CY 2024 municipal budget for the Township of Hampton be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

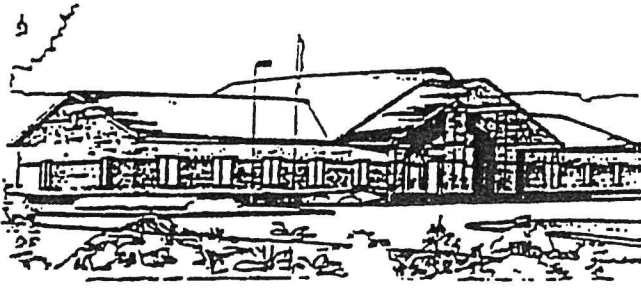
BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

CERTIFICATION

I hereby certify that Ordinance #2024-02 was adopted by the Hampton Township Committee at their regular meeting held on January 30, 2024 at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.

Date: _____

Kathleen Armstrong, RMC
Township Clerk



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HAMPTON TOWNSHIP RESOLUTION

AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL LEGAL SERVICES

WHEREAS, the Township of Hampton has a need to acquire Professional Services for the Municipality as non-fair and open contracts pursuant to the provisions of N.J.S.A. 40A:11-5 et seq.; and

WHEREAS, the Hampton Township Planning Board appointed Attorney David Brady of Brady & Correale, L.L.P. to serve as their legal counsel; and

WHEREAS, the anticipated term of this contracts is 1 year.

NOW THEREFORE, BE IT RESOLVED that the Township Committee of the Township Hampton, County of Sussex, State of New Jersey authorizes an Agreement with the following Professional Agency:

Awarded to: Attorney David Brady, Brady & Correale, L.L.P.
Services: Township Zoning/Planning Board Attorney
Duration: Calendar Year 2024
Amount: Varies based on services fee schedule

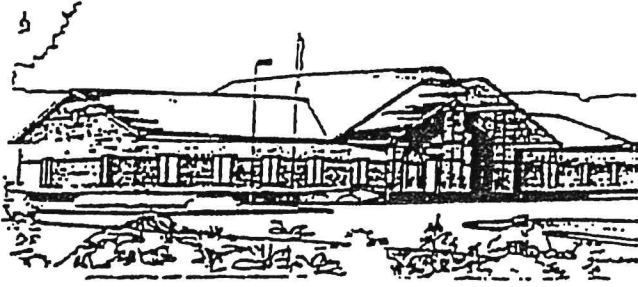
BE IT FURTHER RESOLVED that the Township Clerk publish the Award of Contract in the Legal Notice Section of the New Jersey Herald.

CERTIFICATION

I hereby certify that the above Resolution was adopted by the Township Committee at their regular meeting held January 30, 2024 at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.

Date: _____

Kathleen Armstrong, RMC
Township Clerk



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RESOLUTION RE: SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY BOARD OF COMMISSIONERS AUTHORIZE THE EXECUTION OF A SHARED SERVICES AGREEMENT(S) WITH HAMPTON TOWNSHIP FOR THE PROVISION OF CERTIFIED RECYCLING PROFESSIONAL SERVICES TO CERTIFY AND SUBMIT THE 2023 RECYCLING TONNAGE REPORT TO NJDEP

WHEREAS, the Sussex County Municipal Utilities Authority (hereinafter "SCMUA"), among other things, employs a District Recycling Coordinator as the designated operating agency within Sussex County as provided in the Sussex County District Solid Waste Management Plan; and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1, et seq.) (hereinafter, "the Act") provides that local units of government may enter into a contract to provide or receive any service that either local unit participating in the Agreement is empowered to provide or receive within its own jurisdiction, including services incidental to the primary purposes of any of the participating units (N.J.S.A. 40A:65-4); and

WHEREAS, all Sussex County Municipalities are required by the NJDEP to annually prepare a Municipal Recycling Tonnage Report; and

WHEREAS, the NJDEP requires that each Municipal Recycling Tonnage Report be certified by a NJ Certified Recycling Professional; and

WHEREAS, various Sussex County Municipalities have requested the services of the SCMUA in the form of the District Recycling Coordinator as a Certified Recycling Professional to certify and submit the required 2023 Recycling Tonnage Reports to NJDEP by April 30, 2024; and

WHEREAS, the SCMUA has previously performed this service for a number of Sussex County Municipalities through a Shared Services Agreement; and

WHEREAS, the SCMUA Board of Commissioners has set a rate of \$300 per municipality wishing to utilize this shared service opportunity.

NOW THEREFORE, BE IT RESOLVED, by the Hampton Township Committee, in the County of Sussex, and State of New Jersey as follows:

1. The Township Administrator is hereby authorized and directed to execute Shared Services Agreements, copies of which this resolution will be attached hereto, with the

Sussex County Municipal Utilities Authority for the provision of a Certified Recycling Professional Services to certify and submit their 2023 Recycling Tonnage Reports to NJDEP.

BE IT FURTHER RESOLVED that this resolution supersedes the February 28, 2024 resolution pertaining to this matter.

CERTIFICATION

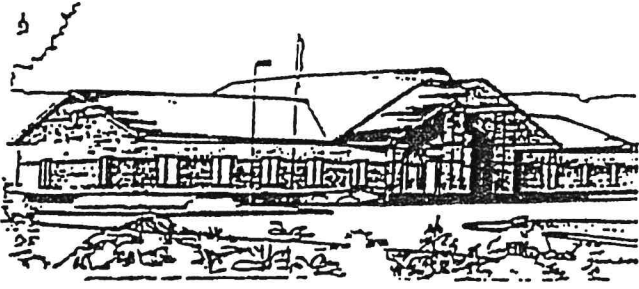
I hereby certify that the above resolution was adopted by the Township Committee at their regular meeting held January 30, 2024, the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.

Date _____

Kathleen Armstrong, RMC
Township Clerk

A copy of this executed agreement shall be forwarded to the NJDEP, either electronically to REATAX@dep.state.nj.us or by mail to: _____

NJDEP-Solid & Hazardous Waste Management Program
401 E. State Street Mail Code
401-02C P.O. Box 420
Trenton, NJ 08625-0420
Attn: Mr. Joe Davis



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HAMPTON TOWNSHIP 2024 RESOLUTION

WHEREAS, The Mandatory Source Separation and Recycling Act, P.L. 1987, c.102, has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local separation and recycling programs; and

WHEREAS, It is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue to expand existing programs, and

WHEREAS, The New Jersey Department of Environmental Protection is promulgating recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, The recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, A Resolution authorizing this municipality to apply for such tonnage grants will memorialize the commitment of this municipality to recycling and to indicate the assent of Hampton Township to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, Such a Resolution should designate the individual authorized to ensure the application is properly completed and timely filed.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Hampton that Hampton Township hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Karen Hansen to ensure that the application is properly filed, and

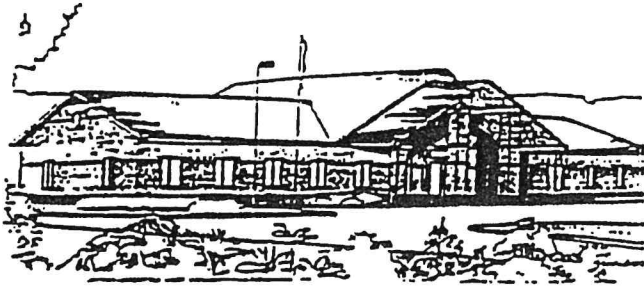
BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be solely for the purpose of recycling.

CERTIFICATION

I hereby certify that the above resolution was adopted by the Township Committee at their regular meeting of January 30, 2024 at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.

Date _____

Kathleen Armstrong, RMC
Township Clerk



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RESOLUTION AUTHORIZING THE MUNICIPAL CLERK AND MAYOR TO MAKE APPLICATION FOR THE SUBMISSION OF A GRANT APPLICATION TO THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS LOCAL RECREATION IMPROVEMENT GRANT

WHEREAS, the Township Committee of the Township of Hampton desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$100,000.00 to carry out a project for Local Recreation Improvements to improve Hampton Township's Senior and Community Center.

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Hampton does hereby authorize the application for such a grant; and, recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Township of Hampton and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith.

Kathleen Armstrong, RMC
Municipal Clerk

Timothy S. Dooley
Mayor

CERTIFICATION

I hereby certify that the foregoing resolution is a true and certified copy of the resolution adopted by the Hampton Township Committee at a regularly scheduled meeting held on Tuesday, January 30, 2024 at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.

Kathleen Armstrong, RMC
Municipal Clerk