

To register for the meeting via Zoom, please use link:

<https://us02web.zoom.us/meeting/register/U-vbSC7bSVWvHkQhFFIV1g>

After registering you will receive a confirmation email containing information about joining the meeting.

**HOPEWELL TOWNSHIP COMMITTEE
REORGANIZATION MEETING
MUNICIPAL BUILDING AUDITORIUM AND
VIA ZOOM VIDEO COMMUNICATIONS**

TENTATIVE AGENDA TO THE EXTENT KNOWN

THURSDAY, JANUARY 5, 2026 – 6:30 P.M.

**WELCOME BY STANLEY SAPERSTEIN - HOPEWELL TOWNSHIP
OFFICIAL TOWN CRIER**

- 1. CALL MEETING TO ORDER AND STATEMENT OF PROPER NOTICE BY
MUNICIPAL CLERK** - Notice of this meeting has been posted on the municipal bulletin board and forwarded to the Hopewell Valley News, The Times, The Trentonian, and the Hopewell Express on December 19, 2025 in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975.
- 2. POSTING OF THE COLORS, PLEDGE OF ALLEGIANCE AND SALUTE TO
THE FLAG**
- 3. OATH OF OFFICE OF ELECTED COMMITTEE MEMBERS**

Committee Member David Chait

Committee Member Courtney Peters-Manning

- 4. ROLL CALL OF 2026 TOWNSHIP COMMITTEE BY MUNICIPAL CLERK**
- 5. NOMINATIONS AND ELECTION OF MAYOR FOR 2026**
- 6. OATH OF OFFICE OF 2026 MAYOR**
- 7. NOMINATIONS AND ELECTION OF DEPUTY MAYOR FOR 2026**
- 8. OATH OF OFFICE OF 2026 DEPUTY MAYOR**
- 9. 2026 MAYOR'S WELCOME AND COMMENTS**
- 10. 2026 DEPUTY MAYOR'S COMMENTS**

11. AREAS OF RESPONSIBILITY, DEPARTMENTS FOR 2026 BY MAYOR

- A. Administration/Legal, Communication, Economic Development and Tourism, Affordable Housing, Public Works, Lower Delaware Wild & Scenic River Management, Youth Advisory Board – David Chait
- B. Finance, Planning Board, Parks & Recreation Advisory Committee, Historic Preservation Commission, 250th Liaison – Kevin Kuchinski
- C. Fire District, Police/Public Safety, Deer Management Advisory Committee, Senior Advisory Board, Trenton Water Works – Courtney Peters-Manning
- D. Board of Health, Lawrence Hopewell Trail, Environmental Commission/Green Team, Planning Board, Arts Council – Uma Purandare
- E. Agricultural Advisory Committee, Citizens Equity Advisory Committee, Woolsey Park Advisory Committee, Open Space Advisory Committee, School District – Michael Ruger

12. CONSENT AGENDA

- A. A RESOLUTION APPOINTING ONE YEAR TERMS EXPIRING DECEMBER 31, 2026
- B. A RESOLUTION DESIGNATING A PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O)
- C. A RESOLUTION REAPPOINTING MAGGIE (MILLER) ERNST AS TAX COLLECTOR/WATER AND SEWER FEE COLLECTOR IN THE TAX COLLECTOR'S OFFICE
- D. A RESOLUTION REAPPOINTING WENDY BIRKHEAD AS TOWNSHIP ENGINEER FOR A THREE-YEAR TERM IN THE DEPARTMENT OF COMMUNITY DEVELOPMENT
- E. A RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS
- F. A RESOLUTION ESTABLISHING TOWNSHIP COMMITTEE MEETING DATES FOR THE YEAR 2026
- G. A RESOLUTION DESIGNATING THE CASH MANAGEMENT PLAN AND DEPOSITORIES FOR ALL FUNDS OF THE TOWNSHIP OF HOPEWELL
- H. A RESOLUTION AUTHORIZING THE DEPARTMENTS OF ADMINISTRATION, RECREATION AND PUBLIC WORKS TO RE-OPEN PETTY CASH FUND FOR THE YEAR 2026

13. RESOLUTIONS

- A. MAYOR'S APPOINTMENTS TO BOARDS, COMMISSIONS AND COMMITTEES
- B. HOPEWELL TOWNSHIP COMMITTEE APPOINTMENTS TO BOARDS, COMMISSIONS AND COMMITTEES

(OATH OF OFFICE OF APPOINTEES)

- C. A RESOLUTION ADOPTING A TEMPORARY 2026 BUDGET
- D. A RESOLUTION ADOPTING TEMPORARY 2026 WATER, SEWER UTILITY ELSA & SEWER SBRSA BUDGETS
- E. BILLS & CLAIMS (JANUARY SCHOOL DISTRICT PAYMENT ONLY)

14. PUBLIC SECTION

15. ADJOURNMENT

1-5-26

12-A

**TOWNSHIP OF HOPEWELL
MERCER COUNTY, NEW JERSEY**

R E S O L U T I O N #26-

**RESOLUTION APPOINTING ONE YEAR
TERMS EXPIRING DECEMBER 31, 2026**

BE IT RESOLVED, by the Township Committee of the Township of Hopewell, County of Mercer, that the persons listed as follows are hereby appointed for a one-year term expiring December 31, 2026:

TOWNSHIP ATTORNEY:	Steve Goodell
MUNICIPAL PROSECUTOR:	Joseph C. Tauriello
MUNICIPAL PUBLIC DEFENDER:	John Holliday
COURT ADMINISTRATOR:	Christine Irizarry
DEPUTY MUNICIPAL CLERK:	Jessalyn Walters
TREASURER:	Julie Troutman
PENSION CERTIFYING OFFICER:	Susan Newman
SEARCHER FOR PROSPECTIVE ASSESSMENTS:	Katherine Fenton-Newman
TAX SEARCH OFFICER:	Maggie Ernst

1-5-26

12-B

**TOWNSHIP OF HOPEWELL
MERCER COUNTY, NEW JERSEY**

R E S O L U T I O N #26-

**RESOLUTION DESIGNATING
PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)**

WHEREAS, in accordance with N.J.A.C. 17:27-3.2 et. seq., each public agency shall annually designate an officer or employee to serve as its Public Agency Compliance Officer (P.A.C.O.); and

WHEREAS, the individual designated as the Public Agency Compliance Officer will be the point of contact for all matters concerning implementation and administration of the legal requirements of the Equal Employment Opportunity Monitoring Program; and

WHEREAS, the Public Agency Compliance Officer is also responsible for administering contracting procedures pertaining to equal employment regarding both the public agency and its service providers; and

WHEREAS, in accordance with N.J.A.C. 17:27-3.3, each public agency shall notify the State of New Jersey, Department of the Treasury, Division of Purchase & Property, Contract Compliance Audit Unit, EEO Monitoring Program of its designation by January 10th of each year; and

WHEREAS, the Township wishes to designate Sean Canning, QPA to serve as its Public Agency Compliance Officer for the calendar year 2026; and

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Hopewell Township that Sean Canning is hereby designated to serve as its Public Agency Compliance Officer for the calendar year 2026.

1-5-26

12-C

**TOWNSHIP OF HOPEWELL
MERCER COUNTY, NEW JERSEY**

R E S O L U T I O N #26-

**A RESOLUTION REAPPOINTING MAGGIE (MILLER) ERNST
AS TAX COLLECTOR/WATER AND SEWER FEE COLLECTOR
IN THE TAX COLLECTOR'S OFFICE**

BE IT RESOLVED by the Township Committee of the Township of Hopewell, County of Mercer, State of New Jersey, that Maggie (Miller) Ernst be hereby reappointed as Tax Collector/Water and Sewer Fee Collector in the Hopewell Township Tax Collector's Office; and

BE IT FURTHER RESOLVED, that N.J.S.A. 40A:9-142 states that Every Municipal Tax Collector shall hold office for a term of four (4) years; and

BE IT FURTHER RESOLVED, by the Township Committee of the Township of Hopewell, County of Mercer, State of New Jersey, on this 5th day of January, 2026, that the term for Maggie (Miller) Ernst as Hopewell Township Tax Collector/Water and Sewer Fee Collector be effective January 1, 2026, to fill an unexpired term to December 31, 2030; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the New Jersey Division of Taxation and the Mercer County Tax Administrator.

Date Adopted:

1-5-26

12-D

**TOWNSHIP OF HOPEWELL
MERCER COUNTY, NEW JERSEY**

RESOLUTION #26-

**A RESOLUTION REAPPOINTING WENDY BIRKHEAD AS TOWNSHIP
ENGINEER FOR A THREE-YEAR TERM IN THE DEPARTMENT OF
COMMUNITY DEVELOPMENT**

WHEREAS, Wendy Birkhead was previously appointed as Director of Community Development, Zoning Officer, and Township Engineer via Resolution #25-181; and

WHEREAS, pursuant to Resolution #25-181, the current appointment for Wendy Birkhead as Township Engineer is effective through December 31, 2025; and

WHEREAS, the Hopewell Township Code of Ordinances, Chapter 2, Administration, Subsection 2-2.14, establishes that the Township Engineer shall be appointed for a term of three (3) years; and

WHEREAS, Wendy Birkhead possesses the qualifications and experience necessary to continue serving in this role; and

WHEREAS, the Township Committee of the Township of Hopewell deems it to be in the best interest of the Township to reappoint Wendy Birkhead as Township Engineer for a full three-year term.

NOW, THEREFORE, BE IT RESOLVED on this 5th day of January, 2026, by the Township Committee of the Township of Hopewell, County of Mercer, State of New Jersey, as follows:

1. Wendy Birkhead is hereby reappointed as Township Engineer for the Township of Hopewell.
2. The term of this appointment shall be for three (3) years, commencing on January 1, 2026, and expiring on December 31, 2028.

1-5-26

12-E

**TOWNSHIP OF HOPEWELL
MERCER COUNTY, NEW JERSEY**

R E S O L U T I O N #26-

A RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS

BE IT RESOLVED, that the Hopewell Valley News, The Trentonian, MercerMe and the Hopewell Express are hereby designated as the official newspapers of the Township of Hopewell for the year 2026.

1-5-26

12-F

**TOWNSHIP OF HOPEWELL
MERCER COUNTY, NEW JERSEY**

R E S O L U T I O N #26-

**A RESOLUTION ESTABLISHING TOWNSHIP COMMITTEE
MEETING DATES FOR THE YEAR 2026**

WHEREAS, Section 13 of the Open Public Meetings Act requires the posting of annual meetings together with notification of said meetings to the official newspapers of the Township, and submission of the same to those persons requesting copies of said notice; and

WHEREAS, the Township Committee of the Township of Hopewell desires to set forth a schedule of public meetings for the year 2026.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Hopewell, County of Mercer and the State of New Jersey that the Township Committee shall hold its regular meetings at 6:30 p.m. (subject to change) at the Municipal Building Auditorium located at 201 Washington Crossing-Pennington Road, Titusville, New Jersey, and/or via Zoom Video Communications on the first (1st) and third (3rd) Monday of each month, except when that Monday is a national holiday and then the meeting will be held the following Tuesday evening or as noted in the attached annual notice of scheduled meetings; and

BE IT FURTHER RESOLVED that copies of this Resolution be posted and maintained posted throughout the year in accordance with the statutes; and

BE IT FURTHER RESOLVED that copies of this Resolution and schedule be forwarded to the official newspapers of the Township.

**TOWNSHIP OF HOPEWELL
MERCER COUNTY, NEW JERSEY**

ANNUAL NOTICE OF SCHEDULED MEETINGS

In accordance with the requirements of the Open Public Meetings Act, listed below is the list of meeting dates for 2026 for the Township of Hopewell Boards, Committees and Commissions. All meetings will be held at the Municipal Building and/or via Zoom Video Communications (except as noted below) on the date and at times as stated (Subject to Change):

**2026 HOPEWELL TOWNSHIP COMMITTEE MEETINGS
1ST AND 3RD MONDAY (except as noted below)
MEETING TIME - 6:30 P.M. (Subject to Change)**

January 5 (Reorganization Meeting)	June 8 (2 nd Monday)
January 12 (2 nd Monday)	June 22 (4 th Monday)
February 2	July 13 (2 nd Monday)
February 17 (Tuesday)	August 10 (2 nd Monday)
March 2	September 14 (2 nd Monday)
March 16	October 5
April 6	October 19
April 20	November 9 (2 nd Monday)
May 4	November 23 (4 th Monday)
May 18	December 7
	December 21

**2026 HOPEWELL TOWNSHIP BOARD OF HEALTH
1ST MONDAY (QUARTERLY) (except as noted below)
MEETING TIME – 5:30 P.M.**

February 2	September 9 (Joint Meeting)
May 4	November 9 (2 nd Monday)
August 10 (2 nd Monday)	

**2026 HOPEWELL TOWNSHIP BOARD OF HEALTH ADVISORY COMMITTEE
MEETING TIME – 6:00 P.M.**

January 21 (organization meeting) (3 rd Wed.)	September 9 (Joint Meeting)
April 8 (2 nd Wed.)	November 18 (3 rd Wed.)
July 8 (2 nd Wed.)	

**2026 ZONING BOARD OF ADJUSTMENT
1ST WEDNESDAY (except as noted below)
7:00 P.M. REGULAR MEETING**

January 7 (Reorganization)	July 1
February 4	August 5
March 4	September 2
April 1	October 14 – 2 nd Wednesday
May 6	November 4
June 10 – 2 nd Wednesday	December 2

**2026 ENVIRONMENTAL COMMISSION
3RD TUESDAY
MEETING TIME - 7:00 P.M.**

January 20	July 21
February 17	August – No Meeting
March 17	September 15
April 21	October 20
May 19	November 17
June 16	December 15

**2026 HISTORIC PRESERVATION COMMISSION
3RD TUESDAY
MEETING TIME - 7:00 P.M.**

January 20	July 21
February 17	August – No Meeting
March 17	September 15
April 21	October 20
May 19	November 17
June 16	December 15

**2026 AFFORDABLE HOUSING COMMITTEE
3RD TUESDAY
MEETING TIME - 6:00 P.M.**

January 20 (Reorganization)	August 18
March 17	November 17
May 19	

2026 AGRICULTURAL ADVISORY COMMITTEE
1ST TUESDAY (Every Other Odd Months)
MEETING TIME – 7:30 P.M.

February 4	August 4
April 7	October 6
June 2	December 1

2026 OPEN SPACE ADVISORY COMMITTEE
3RD TUESDAY (every other) (even months)
MEETING TIME – 7:00 P.M.

February 3 (Tuesday Via Zoom)	August 18 (Via Zoom)
April 21 (In-Person)	October 20 (In-Person)
June 16 (In-Person)	December 15 (Via Zoom)

2026 PARKS & RECREATION ADVISORY COMMITTEE
4TH MONDAY AND 3RD THURSDAY (Except as Noted Below)
MEETING TIME – 7:00 P.M.

January 26 (Monday)	July 27 (Monday)
February 19 (Thursday)	No Meeting In August
March 23 (Monday)	September 17 (Thursday)
April 16 (Thursday)	October 26 (Monday)
May 26 (Tuesday)	November 19 (Thursday)
June 18 (Thursday)	No Meeting In December

2026 PLANNING BOARD
4th THURSDAY (except as noted below)
MEETING TIME – 7:00 P.M.

January 22 (Reorganization & Regular)	
February 26	July 23
March 26	August 27
April 23	September 24
May 28	October 22
June 25	November 19 (3 rd Thursday)
	December 17 (3 rd Thursday)

2026 DEER MANAGEMENT ADVISORY COMMITTEE
4TH WEDNESDAY (except as noted below)
MEETING TIME - 7:00 P.M.

January 21	July 22
February 25	August 26
March 25	September 23
April 22	October 28
May 27	November 18 (3 rd Wednesday)
June 24	December 16 (3 rd Wednesday)

2026 SENIOR ADVISORY BOARD
3RD WEDNESDAY
MEETING TIME – 2:00 P.M.
HOPEWELL VALLEY SENIOR CENTER

January 21	July 15
February 18	August 19
March 18	September 16
April 15	October 21
May 20	November 18
June 17	December 16

2026 CITIZENS EQUITY ADVISORY COMMITTEE
QUARTERLY ON THE 2ND WEDNESDAY
MEETING TIME – 7:00 P.M.

January 14 (Reorganization)	July 8
April 8	November 4 (First Wednesday)

2026 WOOLSEY PARK ADVISORY COMMITTEE
QUARTERLY ON THE 2ND THURSDAY
MEETING TIME – 7:00 P.M.

January 8 (Reorganization)	July 9
April 16	October 8

**2026 TOURISM AND ECONOMIC DEVELOPMENT
ADVISORY COMMITTEE
2ND WEDNESDAY OF EVERY OTHER MONTH
MEETING TIME – 6:00 P.M.**

January 28 (4th Wednesday)
March 11
May 20 (3rd Wednesday)

September 9
November 4 (1st Wednesday)

**TOWNSHIP OF HOPEWELL
MERCER COUNTY, NEW JERSEY**

R E S O L U T I O N # 26-

**A RESOLUTION DESIGNATING THE CASH MANAGEMENT PLAN AND
DEPOSITORIES FOR ALL FUNDS OF THE TOWNSHIP OF HOPEWELL**

BE IT RESOLVED, on this 5th day of January 2026 by the Township Committee of the Township of Hopewell, County of Mercer and State of New Jersey, that the following shall serve as the Cash Management Plan of the Township of Hopewell, County of Mercer, for the year 2026.

BE IT FURTHER RESOLVED, that the Administrator and the Chief Financial Officer/Treasurer are hereby directed to use this Cash Management Plan as the guide in depositing and investing for the Township of Hopewell.

**CASH MANAGEMENT PLAN OF THE TOWNSHIP OF HOPEWELL
IN THE COUNTY OF MERCER, STATE OF NEW JERSEY**

I. STATEMENT OF PURPOSE

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits ("Deposits") and investment ("Permitted Investment") of certain public funds of the Township of Hopewell, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes) and the maximum investment return within such limits. The Plan is intended to ensure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN

The Plan is intended to cover the deposit and/or investment of the following funds and accounts of the Township of Hopewell:

- A. Current Fund
- B. Water Utility Fund
- C. Sewer Utility Fund
- D. Grant Fund
- E. All Trust Funds
- F. General Capital
- G. Open Space Capital

- H. Affordable Housing Capital
- I. Sewer Utility Capital
- J. Water Utility Capital

III. DESIGNATION OF THE OFFICIALS OF THE TOWNSHIP OF HOPEWELL AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN

The Chief Financial Officer of the Township of Hopewell and the Township Administrator are hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the Township of Hopewell are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgements kept on file with such officials.

IV. DESIGNATION OF DEPOSITORIES

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of Deposit which are not otherwise invested in Permitted Investments:

New Jersey Cash Management Fund
New Jersey ARM
TD Bank
The Bank of Princeton

All such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official(s) referred to in Section III above.

V. CASH MANAGEMENT

- A. All municipal funds received by any official or employee shall be either deposited within 48 hours to an account in the name of the Township of Hopewell, or shall be turned over to the CFO within forty-eight (48) hours of receipt in accordance with N.J.S.A. 40A:5-15; collections are accepted by cash, checks, money orders, credit cards and online payments.
- B. The Chief Financial Officer shall be guided by the cash flow projection prepared by the CFO when determining which investment form to utilize.

VI. AUTHORIZED INVESTMENTS

- A. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan to the extent not otherwise held in Deposits, in the following Permitted Investments:

- 1. Obligations – Treasury Bills, Notes and Bonds

2. Certificate of Deposit
3. Government money market mutual funds
4. Local Government Investment Pools
5. Repurchase Agreements
6. Savings/Checking Bank Accounts
7. Federal Agency Bonds
8. Bonds or Other Obligations of the County, Municipality or School District
9. New Jersey Cash Management

VII. SAFEKEEPING

Securities purchased on behalf of the Township shall be delivered electronically or physically to the Township's custodial bank, which shall maintain custodial and/or safekeeping account for such securities on behalf of the Township.

VIII. REPORTING REQUIREMENTS

- A. The Chief Financial Officer shall report to the Township Committee all purchases of investments in accordance with N.J.S.A. 40A:5-15.2
- B. N.J.S.A. 40A:2-28 provides that the Governing Body may designate a financial officer of the Town to sell bond anticipation notes, tax anticipation notes and capital notes at private sale. The Chief Financial Officer is hereby authorized to sell all bond anticipation notes, tax anticipation notes and capital notes in connection with any and all bond ordinances including general obligation bonds, provided that the Chief Financial Officer upon making any such sale, shall report in writing to the Governing Body at the next meeting following any such sale the principal amount, interest rate and maturities of the notes sold, the price obtained and the name of the purchaser.

IX. AUDIT

The investment practices, receipt procedures and the agreement for banking services and compensation thereof shall be reviewed by the Township auditor as part of the annual audit, as required by N.J.S.A. 40A:5-4.

X. PROCEDURES FOR DISBURSEMENT OF FUNDS

- A. Payments shall be prepared by the Chief Financial Officer or the CFO designee and submitted to the Township Committee for their approval;
- B. No municipal funds shall be disbursed by the Chief Financial Officer prior to approval of the Township Committee except for:
 1. Payroll
 2. Payroll Agencies
 3. Payroll Taxes
 4. DCRP Contributions
 5. Annual Employer Appropriation (PERS, PFRS)
 6. Hopewell Valley Regional School District Taxes
 7. County of Mercer Taxes

8. Debt Service
 9. Payments deemed necessary by Chief Financial Officer
 10. Payments to Third Party lien holders
- C. In accordance with N.J.A.C. 5:30-9A6(a) it is permissible to accept a vendor certification in the form of signature stamp, facsimile signature, electronic signature and “wet” signatures. The Township shall permit all forms of signatures.
- D. In accordance with N.J.S.A. 40A:5-16 (c) and N.J.A.C. 5:30-9A6(c); claimant certification is not required except as noted below. The Township shall follow this regulation:
1. Goods and Services over \$17,500.00
 2. Goods and Services provided exclusively by an individual (sole proprietor)
 3. Advanced payments for goods and services
 4. Employee Reimbursements
- E. Checks approved for payment of bills and claims and payment of payroll shall be signed by the Township Administrator and the Chief Financial Officer. All checks are signed by a secure electronic signature.
- F. Checks approved for payment out of the Tax Title Lien and Tax Premium Accounts must have two signatures. The following three positions are permitted to sign on behalf of the Township: Tax Collector, Township Administrator and Chief Financial Officer.

XI. BEST PRACTICES

- A. The Township shall utilize Positive Pay function for all checks disbursed from the accounts listed below:
1. Accounts Payable
 2. Payroll
 3. Tax Title Lien
 4. Tax Premium
- B. The Township shall establish on-line banking alerts for Positive Pay check file uploads and exception notifications.

X. WIRE/ACH POLICY

- A. The Chief Financial Officer, Township Administrator and the Finance Office designee shall be authorized to execute and confirm wire transfers and ACH payments respectively. Wire/ACH payment transactions to accounts not in the name of the Township of Hopewell shall be set-up by one Township Official and authorized by a second.
- B. Free form wire transfers and ACH payments going to accounts not in the name of the Township of Hopewell shall be blocked in the banking system. Only wire transfers where an approved wire or ACH template is authorized or allowed.
- C. For all wire/ACH transfer of funds to accounts not in the name of the Township

of Hopewell, the following information is required:

1. Must create a template for the transactions
 2. Name of Title of person who provided the instructions
 3. Confirmation of wire instructions by a second party at the recipient
 4. Confirming telephone call to vendor/receiving entity verifying transfer information
 5. Memorialize the transfer and confirm completion of transaction
 6. Exception to above is when a recurring transaction with an established template is transacted; steps 3-5 will not need to be completed.
- D. Memorialization of each transfer/payment must be filed with the Chief Financial Officer/ Treasurer and made available for audit.
- E. A detailed description of all wire transfers and ACH payments must be filed with the Administrator and the Clerk.
- F. Verbally confirm, within 24 hours, with receiving vendor/entity that the funds were credited to their account.
- G. A reasonable dollar limit threshold shall be established for wire transfers and ACH payments.
- H. Establish on-line banking alerts for wires and ACH transactions. Notifications should occur for all template changes and wire/ACH set-ups.
- I. Only domestic wires shall be permitted. Permissions for international wires shall be restricted.

NOW THEREFORE BE IT RESOLVED, on the 5th day of January, 2026, that the Township Committee of the Township of Hopewell, County of Mercer, State of New Jersey does hereby adopt the Cash Management Plan for the year 2026.

1-5-26
12-H

**TOWNSHIP OF HOPEWELL
MERCER COUNTY, NEW JERSEY**

RESOLUTION #26-

**A RESOLUTION AUTHORIZING THE DEPARTMENTS OF
ADMINISTRATION, RECREATION AND PUBLIC WORKS TO
RE-OPEN PETTY CASH FUND FOR THE YEAR 2026**

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of Petty Cash; and

WHEREAS, petty cash funds were established in Hopewell Township by resolutions dated October 7, 1991 (Administration), January 4, 2001 (Recreation) and February 1, 2001 (Public Works); and

WHEREAS, it is the desire of the Township Committee that said funds shall be continued respectively effective January 1, 2026.

NOW, THEREFORE, BE IT RESOLVED on this 5th day of January 2026, by the Township Committee of the Township of Hopewell, County of Mercer, State of New Jersey, that pursuant to the provisions of N.J.S.A. 40A:5-21 the Administration Petty Cash Fund is hereby authorized to be re-opened in the amount of \$400.00; the Public Works Petty Cash Fund is hereby authorized to be re-opened in the amount of \$200.00 and the Recreation Petty Cash Fund is hereby authorized to be re-opened in the amount of \$500.00.

**TOWNSHIP OF HOPEWELL
MERCER COUNTY, NEW JERSEY**

**1-5-26
13-A**

RESOLUTION #26-

**MAYOR'S APPOINTMENTS TO BOARDS,
COMMISSIONS AND COMMITTEES**

BE IT RESOLVED, that I, _____, Mayor of the Township of Hopewell, County of Mercer, on this 5th day of January 2026, do hereby appoint the following for the terms designated:

	NOMINEE	TERM	TERM EXPIRING
PLANNING BOARD:			
Class I	Uma Purandare (Mayors Designee)	1 year	12/31/26
Class III – TC Member	Kevin Kuchinski	1 year	12/31/26
Class IV	Paul Kiss	4 year	12/31/29
ENVIRONMENTAL COMMISSION:			
	Mark Bean	3 year	12/31/28
	Jeanne DeMoss	3 year	12/31/28
(Township Committee Member)	Uma Purandare	1 year	12/31/26
HISTORIC PRESERVATION COMMISSION:			
	Amie Rukenstein	4 year	12/31/29
Alternate No. 1	Robert Warznak	2 year	12/31/27
(Township Committee Member)	Kevin Kuchinski	1 year	12/31/26
AGRICULTURAL ADVISORY COMMITTEE:			
Alternate No. 1	John Hart	3 year	12/31/28
(Township Committee Member)	Michael Ruger	1 year	12/31/26
OPEN SPACE ADVISORY COMMITTEE:			
	Carol Kleis	3 year	12/31/28
	Michael Markulec	3 year	12/31/28
(Township Committee Member)	Michael Ruger	1 year	12/31/26
DEER MANAGEMENT ADVISORY COMMITTEE			
	Wayne Topley	3 year	12/31/28
	Christopher Pazdan	3 year	12/31/28
	Tom Niederer	3 year	12/31/28
(Township Committee Member)	Courtney Peters-Manning	1 year	12/31/26
TOURISM AND ECONOMIC DEVELOPMENT ADVISORY COMMITTEE:			
Alternate No. 1	Nicholas Perold	2 year	12/31/27
Alternate No. 2	Francisco Santiago	2 year	12/31/27
(Township Committee Member)	David Chait	1 year	12/31/26

1-5-26
13-B

TOWNSHIP OF HOPEWELL
MERCER COUNTY, NEW JERSEY

RESOLUTION #26-

**HOPEWELL TOWNSHIP COMMITTEE APPOINTMENTS
TO BOARDS, COMMISSIONS AND COMMITTEES**

BE IT RESOLVED, on this 5th day of January 2026, by the Township Committee of the Township of Hopewell, County of Mercer, that the following are hereby appointed for the terms designated:

	NOMINEE	TERM	TERM EXPIRING
BOARD OF ADJUSTMENT, ZONING:			
	Keith Thedinga	4 year	12/31/29
PLANNING BOARD CLASS III:			
(Township Committee Member)	Kevin Kuchinski	1 year	12/31/26
AFFORDABLE HOUSING COMMITTEE:			
	Nicholas Kant	2 year	12/31/27
	Karen Kent	2 year	12/31/27
	Dan Tomaschko	2 year	12/31/27
	Francisco Santiago	2 year	12/31/27
(Township Committee Member)	David Chait	1 year	12/31/26
HOPEWELL TOWNSHIP PARKS & RECREATION ADVISORY COMMITTEE:			
	Lisa Wolff	3 year	12/31/28
	Rob Marino	3 year	12/31/28
	Jennifer Marino	2 year	12/31/27
(Township Committee Member)	Kevin Kuchinski	1 year	12/31/26
BOARD OF HEALTH ADVISORY COMMITTEE:			
Alternate No. 2	Lisa Dobruski, MD	2 year	12/31/27
(Township Committee Member)	Uma Purandare	1 year	12/31/26
SENIOR ADVISORY BOARD:			
	Stanley Saperstein	2 year	12/31/27
	Cindy Saperstein	2 year	12/31/27
(Township Committee Member)	Courtney Peters-Manning	1 year	12/31/26

WOOLSEY PARK ADVISORY COMMITTEE:

Public Works	Dave Guerard	1 year	12/31/26
Parks & Recreation	Karin Poveromo	1 year	12/31/26
Environmental Commission	Jim Gambino	1 year	12/31/26
HV Arts Council	Carol Lipson	1 year	12/31/26
HV Veteran's Association	Mike Chipowsky	1 year	12/31/26
Open Space	Lisa Wolff	1 year	12/31/26
Township Resident	Tom Bateman	1 year	12/31/26
Township Committee Member	Michael Ruger	1 year	12/31/26

CITIZENS EQUITY ADVISORY COMMITTEE:

	Peter Batkis	1 year	12/31/26
	Robert Green	1 year	12/31/26
	Frank Guenther	1 year	12/31/26
	Linda Rogers	1 year	12/31/26
	Stephanie Shultz	1 year	12/31/26
Township Committee Member	Michael Ruger	1 year	12/31/26

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TOWNSHIP OF HOPEWELL
MERCER COUNTY, NEW JERSEY

RESOLUTION #26-

ADOPTING TEMPORARY 2026 BUDGET

WHEREAS, the Local Budget Law (N.J.S.A. 40A:4-19) provides that where any contracts and/or commitment of payments are to be made prior to the final adoption of the 2026 budget, temporary appropriations shall be made for the purpose in the manner and the time provided; and

WHEREAS, this resolution is within the first thirty days of the year 2026; and

WHEREAS, 35% of total appropriations of the 2025 budget, exclusive of any appropriations made for debt service, capital improvement fund and deferred charges in said budget is the sum of \$ 7,628,156.

NOW, THEREFORE, BE IT RESOLVED, on this 5th day of January 2026, by the Township Committee of the Township of Hopewell, County of Mercer, State of New Jersey, that the following temporary appropriations be made and that a certified copy of the Resolution be transmitted to the Township Finance Officer.

		2025 Budget		2026 Temporary Budget
IN CAP APPROPRIATIONS:				
Executive	SW	265,000.00		125,000.00
	OE	345,000.00		260,000.00
Legislative	SW	51,000.00		25,000.00
	OE	12,800.00		2,000.00
Legal Services	OE	362,000.00		450,000.00
Municipal Clerk	SW	166,000.00		60,000.00
	OE	45,500.00		12,000.00
Financial Administration	SW	199,500.00		56,000.00
	OE	42,000.00		50,000.00
Auditing Services	OE	32,500.00		33,000.00
Tax Collection	SW	148,000.00		45,000.00

	OE	18,700.00		14,000.00
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Municipal Assessor	SW	157,500.00		60,000.00
	OE	54,000.00		35,000.00
Engineering	OE	150,000.00		150,000.00
Historic Preservation	OE	6,000.00		1,000.00
Community Development	SW	323,000.00		100,000.00
	OE	160,000.00		150,000.00
Insurance Premiums	OE	725,000.00		500,000.00
Insurance Benefits	OE	3,037,708.00		1,600,000.00
Health Benefit Waiver	OE	65,000.00		16,000.00
Disability Insurance	OE	10,000.00		4,000.00
Unemployment Compensation	OE	0.00		4,000.00
Police Services	SW	3,998,000.00		1,400,000.00
	OE	443,500.00		160,000.00
Prosecutor	SW	56,000.00		15,000.00
	OE	25,200.00		27,500.00
Streets and Roads	SW	1,905,000.00		725,000.00
	OE	370,000.00		200,000.00
Solid Waste & Recycling	OE	52,000.00		10,000.00
Municipal Building	SW	110,000.00		20,000.00
	OE	130,000.00		31,000.00
Fleet Maintenance	SW	155,000.00		50,000.00
	OE	145,000.00		58,000.00
Health	SW	287,000.00		125,000.00
	OE	45,300.00		15,000.00
Senior Services	SW	77,000.00		22,000.00
	OE	12,500.00		7,000.00
Environmental Commission	OE	10,000.00		5,500.00
Parks Maintenance	SW	30,000.00		18,000.00
	OE	35,000.00		18,000.00
Recreation	SW	156,000.00		52,000.00
	OE	7,500.00		3,000.00
Utilities	OE	190,000.00		70,000.00
Streetlighting	OE	190,000.00		70,000.00
Telephone	OE	72,000.00		30,000.00
Motor Fuels	OE	210,000.00		90,000.00
Municipal Court	SW	238,000.00		45,000.00
	OE	13,000.00		20,000.00
Public Defender	OE	20,000.00		21,600.00
Social Security	OE	665,000.00		200,000.00
Pension	OE	1,881,000.00		0.00

DCRP	OE	8,000.00		2,000.00
Interfunds	OE	55,585.00		15,000.00

OUT OF CAP APPROPRIATIONS:				
Recycling Tonnage Tax	OE	1,000.00		500.00
Insurance Benefits Health	OE	351,292.00		0.00
Shared Services				
Police Services	SW	505,000.00		0.00
	OE	34,602.00		0.00
Dispatch Services	SW	82,566.00		0.00
Recycling Services	OE	528,666.00		350,000.00
Electronic Recycling	OE	4,000.00		0.00
Health Services	SW	90,000.00		0.00
	OE	5,716.00		0.00
Animal Control Services	SW	26,010.00		0.00
Senior Services	SW	10,600.00		0.00
	OE	5,479.00		0.00
Emergency Dispatch	OE	16,850.00		0.00
Miscellaneous Grants		559,502.83		0.00
Miscellaneous Expenses	OE	4,321.00		0.00
Miscellaneous Expenses	OE	1,600,334.65		0.00
		21,794,732.48		7,628,100.00

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**TOWNSHIP OF HOPEWELL
MERCER COUNTY, NEW JERSEY**

RESOLUTION #26-

**A RESOLUTION ADOPTING TEMPORARY
2026 WATER, SEWER UTILITY ELSA & SEWER UTILITY SBRSA BUDGETS**

WHEREAS, the Local Budget Law (N.J.S.A. 40A:4-19) provides that where any contracts and/or commitment of payments are to be made prior to the final adoption of the 2026 budget, temporary appropriations shall be made for the purpose in the manner and the time provided; and

WHEREAS, this resolution is within the first thirty (30) days of the year 2026; and

WHEREAS, 35% of the total appropriations of the 2025 Water Utility budget, exclusive of debt service is the sum of \$30,126.25; and

WHEREAS, 35% of the total appropriations of the 2025 Sewer Utility budget, exclusive of debt service and capital improvement is the sum of \$451,150.00 for ELSA Sewer Utility; and

WHEREAS, 35% of the total appropriations of the 2024 Sewer Utility budget, exclusive of debt service and capital improvement is the sum of \$110,250.00 for SBRSA Sewer Utility.

NOW, THEREFORE, BE IT RESOLVED, on this 5th day of January 2026, by the Township Committee of the Township of Hopewell, County of Mercer, State of New Jersey, that the following temporary appropriations be made and that a certified copy of this Resolution be transmitted to the Township Finance Officer.

	2025 Budget	2026 Temporary Budget
WATER UTILITY		
Salary and Wages	17,500.00	6,000.00
Other Expenses	67,275.00	23,300.00
Social Security	1,300.00	825.00
TOTAL	86,075.00	30,125.00

	2025 Budget	2026 Temporary Budget
SEWER UTILITY ELSA		
Salary and Wages	50,000.00	20,000.00
Other Expenses	1,236,000.00	430,000.00
Social Security	3,000.00	1,150.00
TOTAL	1,289,000.00	451,150.00

	2025 Budget	2026 Temporary Budget
SEWER UTILITY SBRSA		
Salary and Wages	14,000.00	6,000.00
Other Expenses	299,900.00	103,400.00
Social Security	1,100.00	850.00
TOTAL	315,000.00	110,250.00

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TOWNSHIP OF HOPEWELL
MERCER COUNTY, NEW JERSEY

RESOLUTION #

BILLS & CLAIMS

BE IT RESOLVED, that the list of cash disbursements authorized for approval of bills for payment dated **January 5, 2026** in the following amounts:

Bills and Claims	-	\$8,381,585.50
Payroll	-	\$0.00
Total Disbursements	-	\$8,381,585.50

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

Date Adopted:

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes
Vendors: All
Rcvd Batch Id Range: First to Last

Open: N
Rcvd: Y
Bid: Y

Paid: N
Held: Y
State: Y

Void: N
Aprv: N
Other: Y
Exempt: Y

Include Non-Budgeted: Y

Vendor # Name											
PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
HOP04 HOPEWELL VALLEY REG SCHOOL DIS											
26-00001 01/02/26 2026 Payments											
1	JANUARY SCHOOL PAYMENT	6,127,045.50	6-01-99-910-018		B School tax payment	R	01/02/26	01/02/26		JAN 2026	N
2	JANUARY SCHOOL PAYMENT DEBT	2,254,540.00	6-01-99-910-018		B School tax payment	R	01/02/26	01/02/26		JAN 2026 DEBT	N
		8,381,585.50									
Vendor Total:		8,381,585.50									

Total Purchase Orders:	1	Total P.O. Line Items:	2	Total List Amount:	8,381,585.50	Total Void Amount:	0.00
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Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	6-01	8,381,585.50	0.00	8,381,585.50	0.00	0.00	8,381,585.50
Total of All Funds:		8,381,585.50	0.00	8,381,585.50	0.00	0.00	8,381,585.50