

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

Monday, January 5, 2026 – 6:33 p.m.

Stanley Saperstein, the Hopewell Township Town Crier, explained the tradition of ringing in the New Year with bells and the history of the Town Crier profession, which began in medieval times as Heralds. He then turned the meeting over to Municipal Clerk, Katherine Fenton-Newman.

PROPER STATEMENT OF NOTICE – Municipal Clerk, Katherine Fenton-Newman, 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 Trentonian, MercerMe, and the Hopewell Express (the official newspapers) on December 19, 2025, in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975.

PLEDGE OF ALLEGIANCE TO THE FLAG – Members of the Hopewell Township Police Department presented the colors and led those in attendance in the Pledge of Allegiance to the flag.

OATH OF OFFICE OF ELECTED COMMITTEE MEMBERS

Assemblywoman Verlina Reynolds-Jackson administered the Oath of Office to Elected Committee Member David Chait.

Assemblyman Anthony Verelli administered the Oath of Office to Elected Committee Member Courtney Peters-Manning.

ROLL CALL - The 2026 Township Committee answered the roll call of the Municipal Clerk:

COMMITTEE MEMBERS PRESENT: David Chait, Kevin Kuchinski, Courtney Peters-Manning, Uma Purandare, Michael Ruger

ABSENT: None

STAFF PRESENT: Administrator/Director of Public Works George Snyder, Municipal Clerk Katherine Fenton-Newman, CFO Julie Troutman, Township Attorney Steve Goodell

NOMINATIONS AND ELECTION OF MAYOR FOR 2026

Municipal Clerk Fenton-Newman called for nominations for the office of Mayor for the year 2026. Committee Member Courtney Peters-Manning nominated David Chait for Mayor for the year 2026. The Municipal Clerk noted for the record that Committee Member Chait was nominated and she called for further nominations for the office of Mayor. Hearing no further nominations from the Floor, the Municipal Clerk announced nominations were closed.

ROLL CALL VOTE FOR THE NOMINATION OF COMMITTEE MEMBER DAVID CHAIT FOR MAYOR FOR THE YEAR 2026:

AYES: Chait, Kuchinski, Peters-Manning, Purandare, Ruger
NOES: None

The Municipal Clerk noted for the record that Committee Member Chait was duly elected Mayor for the year 2026.

OATH OF OFFICE OF 2026 MAYOR – County Executive Daniel Benson administered the Oath of Office to Mayor Chait.

NOMINATIONS AND ELECTION OF DEPUTY MAYOR FOR 2026

Municipal Clerk Fenton-Newman called for nominations for the office of Deputy Mayor for 2026. Mayor Chait nominated Committee Member Uma Purandare for Deputy Mayor for the year 2026. The Municipal Clerk noted for the record that Committee Member Purandare was nominated and she called for further nominations for the office of Deputy Mayor. There were no further nominations from the Floor and the nominations were closed.

The Municipal Clerk called for a vote on the nomination of Committee Member Uma Purandare for Deputy Mayor.

ROLL CALL VOTE:

AYES: Chait, Kuchinski, Purandare, Ruger, Mayor Peters-Manning

NOES: None

The Municipal Clerk noted for the record that Committee Member Chait was duly elected Deputy Mayor for the year 2026.

OATH OF OFFICE OF 2026 DEPUTY MAYOR – Assemblyman Anthony S. Verrelli administered the Oath of Office to Deputy Mayor Purandare.

2026 MAYOR'S WELCOME AND COMMENTS

Mayor Chait thanked everyone who was present and recognized the Local and State elected officials present. Mayor Chait delivered the following 2026 Mayor's Message:

“To my colleagues on the Township Committee - Courtney, Kevin, Michael, and Uma - thank you for your vote of confidence. It has been a privilege to work together over the past four years. I’ve learned so much from each of you - and your leadership, including your own service as Mayor and Deputy Mayor, has helped shape Hopewell Township’s future for the better. We are a true team, and I appreciate you all.

Of course, the Township Committee is just one small part of what makes Hopewell Township run. We are incredibly fortunate to have Township Administrator George Snyder, outstanding departmental leadership, and a dedicated and talented staff who serve this community every day with professionalism and care. We are also grateful for our exceptional first responders - police, fire, EMS, and public works - who keep our community safe and moving.

I also want to recognize our 99 incredible volunteers on Commissions and Committees, many of whom are being sworn in tonight, who quietly and selflessly give their time.

Hopewell Township simply would not function without all of you.

And of course - I’m deeply grateful to my family for being here tonight - my wife Amanda, our daughters Julia and Sally, and my parents. Amanda, thank you for your unwavering support, patience, and encouragement. I truly could not do this or anything in life without you.

This year marks a particularly meaningful moment for our community. As our nation celebrates its 250th anniversary, we are reminded that Hopewell Township played a pivotal role in our country’s existence. On Christmas night in 1776, General George Washington and his troops crossed the Delaware River right here - an act of extraordinary courage that helped turn the tide of the Revolutionary War.

Washington later wrote, “Perseverance and spirit have done wonders in all ages.” That spirit, bold by design and rooted in shared purpose still defines who we are today.

Two hundred and fifty years later, this anniversary gives us an opportunity not just to reflect, but to celebrate what unites us. No matter our differences, we share the same priorities: safe roads and sidewalks, strong schools, activities for all ages, thriving local businesses, and a community where families can flourish.

There is so much that makes Hopewell Township extraordinary - our rich history, bucolic landscapes, and a strong and growing economic engine, including our innovation economy. There truly is no better place to live, work, and raise a family. That’s why I am proud to be raising my girls here and to have opened an office of my software company here.

As Mayor, I am committed to serving every resident with dedication, transparency, and an open door.

Looking ahead to 2026, our goals, much like our founding, are bold by design.

As we honor the 250th anniversary throughout the year, we’ll work with partners across the region to bring our community together as well as leverage this moment in time to support local businesses - like a coming Township Restaurant Week this April and more. And I’m thrilled that Committee Member Kuchinski will serve as the newly created Township Committee’s 250th liaison.

At the center of our responsibility this year, like every year, is delivering a responsible, realistic budget. A budget that provides strong services, real value, and continued investment.

Our community is growing, and we’ve embraced that growth - welcoming new residents with warmth while making thoughtful investments across Township services and in continued partnership with our School District, building on our existing \$16.1 million commitment to Bear Tavern.

We’re continuing to invest in our future, including progress on the Senior and Community Center, whose designs were shared last month, as well as proactive investments in police, public works and other services. We are also intentionally and thoughtfully reviewing how PILOT revenues can be invested to deliver meaningful benefits for all residents and the Township.

And in parallel we remain deeply committed to transparency - through newsletters, community meetings, and direct outreach - to ensure open lines of communication. Because ultimately - resident service is at the core of what we do.

Because we are here to represent you. I can’t promise every decision will please everyone, but I can promise that we will always listen, always learn, and always strive to make the best decisions with the best information we have, in service of this community we love.

Thank you again for this incredible honor. I am deeply grateful, and I look forward to serving alongside my fellow Committee Members on behalf of all of you.

Thank you.”

2026 DEPUTY MAYOR’S COMMENTS

Deputy Mayor Purandare made the following statement:

“Good evening and Happy New Year to friends, neighbors, honorable elected officials, guests, and the many community members and volunteers who serve on boards and commissions and share their diverse perspectives to strengthen our Township.

I would also like to congratulate our re-elected Committee Members, Courtney Peters Manning and Mr. David Chait.

Tonight, I am here with deep gratitude and sincere respect for my fellow Committee Members for entrusting me to serve as your Deputy Mayor again in 2026.

These moments make me reflect on our past and connection with Hopewell.

When my family arrived in Hopewell nearly thirty years ago, this community welcomed us with open arms from the very first day. That early sense of belonging shaped my belief that Hopewell is strongest when every resident feels supported, included, and heard. I am reminded daily by my friends and neighbors that leadership is not just about speaking the loudest; it's about listening the closest. I understand that the new year presents numerous challenges as well as opportunities. Year after year, this governing body has listened to and worked alongside dedicated Township staff, making thoughtful and fiscally responsible decisions to address these challenges.

For example, we have strengthened public health and emergency preparedness, we have supported our schools, and promoted transparent, community-driven governance to meet the needs of a growing residential and commercial community. I am especially proud of the momentum at the Princeton West Innovation Campus, again becoming a regional hub for pharmaceutical innovation! I am immensely proud as a scientist and as a committee member to know that therapies developed here in Hopewell will improve lives around the world.

Our commitment to sustainability remains stronger than ever. Where more than 43% of the Township is preserved land. Under my leadership and through the dedicated work of our Environmental Commission and Green Team, we earned Sustainable Jersey Bronze certification. We have expanded senior services and supported youth programs. We are considering providing a temporary cricket field for cricket enthusiasts in town, including myself, and are discussing building a cricket field to expand recreational options.

The upcoming year is significant as we commemorate the nation's 250th anniversary. Hopewell holds a special place and plays an important role in this celebration, where George Washington crossed the Delaware River, a pivotal moment in American history. We will honor this milestone with both reflection and action.

With that being said, I am excited to work with Mayor David Chait and the Committee Members to continue to build our Township that reflects our highest values and our brightest hopes.

Once, Swami Vivekananda said, "Society can never be perfect, but it can always be made better." To follow the quote, my commitment to you remains clear: I will continue to lead with optimism, work with determination, and serve with gratitude to make this society a better place for all!

In conclusion, I would like to express my gratitude to my husband, Ashok, my children, Rohit and Radhika, and my mother, who is present in the audience today. I am also thankful for the presence of my friends here and those joining us on Zoom, including my family in India. I truly cannot imagine being here without their unwavering support and yours.

Thank you!"

County Executive Daniel Benson congratulated newly elected Committee Member Peters-Manning, Deputy Mayor Purandare, and Mayor Chait; and remarked upon the continued relationship and shared goals between Hopewell Township and Mercer County.

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– Mayor David Chait
- B. Finance, Planning Board, Parks & Recreation Advisory Committee, Historic Preservation Commission, 250th Liaison – Committee Member Kuchinski
- C. Fire District, Police/Public Safety, Deer Management Advisory Committee, Senior Advisory Board, Trenton Water Works – Committee Member Peters-Manning
- D. Board of Health, Lawrence Hopewell Trail, Environmental Commission/Green Team, Planning Board, Arts Council– Deputy Mayor Uma Purandare

E. Agricultural Advisory Committee, Citizens Equity Advisory Committee, Woolsey Park Advisory Committee, Open Space Advisory Committee, School District–Committee Member Michael Ruger

CONSENT AGENDA ITEMS

RESOLUTIONS #26-1 THROUGH #26-8, Read by titles.

Motion by Peters-Manning, seconded by Kuchinski to adopt Resolutions #26-1 through #26-8.

MOTION UNANIMOUSLY CARRIED

R E S O L U T I O N #26-1

**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

R E S O L U T I O N #26-2

**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.

R E S O L U T I O N #26-3

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.

R E S O L U T I O N #26-4

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.

R E S O L U T I O N #26-5

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.

R E S O L U T I O N #26-6

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.

R E S O L U T I O N # 26-7

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. 40A5-4.

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.

RESOLUTION #26-8

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.

RESOLUTION #26-9. Read in full.

Mayor's appointment.

R E S O L U T I O N #26-9

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

BE IT RESOLVED, that I, David Chait, 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:			
(Township Committee Member)	Mark Bean Jeanne DeMoss Uma Purandare	3 year 3 year 1 year	12/31/28 12/31/28 12/31/26
HISTORIC PRESERVATION COMMISSION:			
Alternate No. 1 (Township Committee Member)	Amie Rukenstein Robert Warznak Kevin Kuchinski	4 year 2 year 1 year	12/31/29 12/31/27 12/31/26
AGRICULTURAL ADVISORY COMMITTEE:			
Alternate No. 1 (Township Committee Member)	John Hart Michael Ruger	3 year 1 year	12/31/28 12/31/26
OPEN SPACE ADVISORY COMMITTEE:			
(Township Committee Member)	Carol Kleis Michael Markulec Michael Ruger	3 year 3 year 1 year	12/31/28 12/31/28 12/31/26
DEER MANAGEMENT ADVISORY COMMITTEE			
(Township Committee Member)	Wayne Topley Christopher Pazdan Tom Niederer Courtney Peters-Manning	3 year 3 year 3 year 1 year	12/31/28 12/31/28 12/31/28 12/31/26
TOURISM AND ECONOMIC DEVELOPMENT ADVISORY COMMITTEE:			
Alternate No. 1 Alternate No. 2 (Township Committee Member)	Nicholas Perold Francisco Santiago David Chait	2 year 2 year 1 year	12/31/27 12/31/27 12/31/26

RESOLUTION #26-10. Read in full.

Motion by Kuchinski, seconded by Purandare to adopt Resolution #26-10
MOTION UNANIMOUSLY CARRIED

R E S O L U T I O N #26-10**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
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BOARD OF ADJUSTMENT, ZONING:

Keith Thedinga	4 year	12/31/29
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PLANNING BOARD CLASS III:

(Township Committee Member)	Kevin Kuchinski	1 year	12/31/26
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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:

(Township Committee Member)	Stanley Saperstein	2 year	12/31/27
	Cindy Saperstein	2 year	12/31/27
	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:

Township Committee Member	Peter Batkis Robert Green Frank Guenther Linda Rogers Stephanie Shultz Michael Ruger	1 year 1 year 1 year 1 year 1 year 1 year	12/31/26 12/31/26 12/31/26 12/31/26 12/31/26 12/31/26
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Municipal Clerk Katherine Fenton-Newman administered the Oath of Office to aforementioned appointed individuals.

RESOLUTION #26-11. Read by title.

Motion by Kuchinski, seconded by Ruger to adopt Resolution #26-11.

ROLL CALL VOTE:

AYES: Kuchinski, Peters-Manning, Ruger, Deputy Mayor Purandare, Mayor Chait
NOES: None

R E S O L U T I O N #26-11

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
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

RESOLUTION #26-12. Read by title.

Motion by Peters-Manning, seconded by Purandare to adopt Resolution #26-12.

ROLL CALL VOTE:

AYES: Kuchinski, Peters-Manning, Ruger, Deputy Mayor Purandare, Mayor Chait

NOES: None

R E S O L U T I O N #26-12**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

RESOLUTION #26-13. Read by title.

Motion by Kuchinski, seconded by Chait to adopt Resolution #26-13.

ROLL CALL VOTE:

AYES: Kuchinski, Peters-Manning, Ruger, Deputy Mayor Purandare, Mayor Chait

NOES: None

R E S O L U T I O N #26-13**BILLS & CLAIMS**

BE IT RESOLVED, that the list of cash disbursements authorized for approval of bills for payment date 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.

PUBLIC SECTION

The following members of the public spoke during public comment:

Richard Fletcher, a resident of Orchard Ave, commented on leaf pick-up and snow plowing concerns along Orchard Avenue; requested information regarding the possibility of sewer connections; and commented on traffic signage from Interstate 295 to Route 31.

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

At 7:22 p.m., motion by Peters-Manning, seconded by Ruger to adjourn the meeting.
MOTION UNANIMOUSLY CARRIED

The detailed public meeting may be viewed at www.hopewelltwp.org in the video library.

KATHERINE FENTON-NEWMAN
MUNICIPAL CLERK