

2011 – 01

JANUARY 4, 2011

REORGANIZATIONAL MEETING

The Kingwood Township Committee met on the above date at 6:00 P.M. at their reorganizational meeting for 2011. Present at the meeting were Township Committee Members Phillip Lubitz, Elaine Niemann, and James Burke, Attorney Judith Kopen, Clerk Mary MacConnell and Deputy Clerk Keller. Clerk Mary MacConnell called the meeting to order and following the salute to the flag read aloud the following:

Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act by publication of the notice in the Hunterdon Democrat on December 23, 2010 and Courier News on December 24, 2010 and by telefaxing copies of the notice to the Express Times and Star Ledger on December 21, 2010. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on December 21, 2010.

In order to ensure full public participation in this meeting, all members of this Committee or Board, and also members of the public are requested to speak only when recognized by the Chair so that there is no simultaneous discussion or over-talk, and further, all persons are requested to utilize the microphones which are provided for your use by the Township. Your cooperation is appreciated.

OATH OF OFFICE FOR TOWNSHIP COMMITTEEMAN

Clerk Mary MacConnell administered the Oath of Office to James Burke, for a new three year term as Township Committeeman.

ELECTION OF MAYOR

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried to elect Phillip Lubitz as Mayor to the Kingwood Township Committee for the year 2011.

Roll Call Vote:	AYE	- Burke, Niemann, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- None

OATH OF OFFICE FOR MAYOR

Clerk Mary MacConnell administered the Oath of Office to Phillip Lubitz, as the Mayor for the year 2011.

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ELECTION OF DEPUTY MAYOR

It was moved by Mr. Burke, Mayor Lubitz stepped down from the Chair second the motion and carried to elect, Elaine Niemann as the Deputy Mayor for the year 2011.

Roll Call Vote:	AYE	- Burke, Niemann, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- None

OATH OF OFFICE FOR DEPUTY MAYOR

Clerk Mary MacConnell administered the Oath of Office to Elaine Niemann as Deputy Mayor for the year 2011.

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2011 - 01

ELECTION OF MAYOR

BE IT RESOLVED that Phillip Lubitz is hereby elected as Mayor of Kingwood Township for the calendar year 2011 and until the qualification of a successor.

ELECTION OF DEPUTY MAYOR

BE IT RESOLVED that Elaine M. Niemann is hereby elected as Deputy Mayor of Kingwood Township for the calendar year 2011 and until the qualification of a successor.

It was moved by Mr. Burke, seconded by Mrs. Niemann and carried to adopt the foregoing Resolution.

Roll Call Vote:	AYE	- Burke, Niemann, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- None

MUNICIPAL AND MAYORAL APPOINTMENTS FOR 2011

Mayor Lubitz, Deputy Mayor Niemann and Committeeman Burke read aloud the following New Municipal Appointments for 2011:

MUNICIPAL APPOINTMENTS 2011

<u>POSITION</u>	<u>TERM</u>	<u>ENDING</u>	<u>NAME</u>
Auditor	1 Year	12/31/11	Bill Colantano
Attorney	1 Year	12/31/11	Judith Kopen
Engineer	1 Year	12/31/11	To be Announced
Twp. Planner	1 Year	12/31/11	To be Announced
Deputy Clerk	3 Years	12/31/13	Cynthia L. Keller
Deputy EMC	1 Year	12/31/11	Mary E. MacConnell
Dog Registrar	1 Year	12/31/11	Traci Fleming
Animal Control Officer	1 Year	12/31/11	Traci Fleming
911 Coordinator	1 Year	12/31/11	David Gill
Tax Search Officer	1 Year	12/31/11	Diane Laudенbach
Assessment Search Officer (RS54:5.18.1)	1 Year	12/31/11	Mary E. MacConnell
Affirmative Action Officer	1 Year	12/31/11	Mary E. MacConnell
Clean Communities Coord.	1 Year	12/31/11	Cynthia Niciecki
Perc & Soil Log Officer	1 Year	12/31/11	To be Announced
Open Space/ CADB Liaison	1 Year	12/31/11	Elizabeth Schmid
Local Historian	1 Year	12/31/11	Sal DeSapio
Recycling Coord.	1 Year	12/31/11	Cynthia Niciecki
Zoning Officer	1 Year	12/31/11	John Barczyk
General Code Enforcement Officer	1 Year	12/31/11	John Barczyk
Deputy Zoning /Code Enforcement Official	3 Months	03/31/11	William Sidote
Construction Code Official	4 Years	12/31/14	Mark Fornaciari
Building Sub-Code Official	4 Years	12/31/14	Mark Fornaciari
Building Inspector	4 Years	12/31/14	Mark Fornaciari
Construction Code Technical Assistant	1 Year	12/31/11	Diane Laudенbach
Park Director	1 Year	12/31/11	Lisa & Jamie Weinschenk
Mun. Coord. County Office of Aging	1 Year	12/31/11	Marge Augustine
Mun. Housing Liaison	3 Years	12/31/13	James Wells
Custodian	1 Year	12/31/11	Rosemarie Dipple

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BOARD OF HEALTH

Governing Body Member	1 Year	12/31/11	James Burke
	4 Years	12/31/14	Richard Phillips
Alternate#1 Member	2 Years	12/31/12	James R. Golden Jr.
Alternate#2 Member	1 (Year first time appointed – followed by 2 Year appt.) (Vacant)		

RECYCLING COMMITTEE

Governing Body Member	1 Year	12/31/11	Elaine Niemann
SWAC Representative	1 Year	12/31/11	Cynthia Niciecki
Citizen Member			

BOARD OF ADJUSTMENT

Citizen Member	4 Years	12/31/14	James Laudenschach
	4 Years	12/31/14	Tom Ciacciarelli
Alternate#1	2 Years	12/31/12	Vacant
Alternate#2	2 Years	12/31/11	Vacant

RECREATION COMMISSION

Governing Body Member	1 Year	12/31/11	James Burke
	3 Years	12/31/13	Diane Hanley

PARKS AND RECREATION COMMITTEE

Recr. Comm. Member	1 Year	12/31/11	James Burke
Citizen Member	3 Year	12/31/13	Heidi Diminick
	3 Years	12/31/13	Ronald Hartpence
	3 Years	12/31/13	Chuck Kolvites

CITIZEN ADVISORY PANEL TO PARKS AND RECREATION COMMITTEE

Citizen Members	1 Year	12/31/11	Eugene Hill
	1 Year	12/31/11	Anthony Gioffre
	1 Year	12/31/11	Joseph Agaccio
	1 Year	12/31/11	James Spinelli
	1 Year	12/31/11	Jack Niciecki
	1 Year	12/31/11	Lee Frank

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MUNICIPAL COURT

Judge	3 Years	12/31/13	John Petronko
Prosecutor	1 Year	12/31/11	Mary Mott
Public Defender	1 Year	12/31/11	David Evans
Municipal Court Security Officer	1 Year	12/31/11	George Kurzenknabe

SOLID WASTE ADVISORY COUNCIL

SWAC Representative	1 Year	12/31/11	Cynthia Niciecki
Alternate Member	1 Year	12/31/11	Elaine Niemann

EMERGENCY MANAGEMENT COUNCIL

Members	1 Year	12/31/11	Mary E. MacConnell
	1 Year	12/31/11	Phillip Lubitz
	1 Year	12/31/11	Elaine Niemann
	1 Year	12/31/11	Kerry Floyd
	1 Year	12/31/11	Diane Hanley
	1 Year	12/31/11	Ron Hartpence
	1 Year	12/31/11	Harold Ryan
	1 Year	12/31/11	Robert Hanley

SECRETARIES

Board of Adjustment	1 Year	12/31/11	Barbara Wilson
Board of Health	1 Year	12/31/11	Diane Laudenschach
Planning Board	1 Year	12/31/11	Diane Laudenschach
Parks and Recreation	1 Year	12/31/11	Cynthia L. Keller
Environmental Comm.	1 Year	12/31/11	Cynthia L. Keller
OpenSpace/Agriculture	1 Year	12/31/11	Cynthia L. Keller
Housing Board	1 Year	12/31/11	Cynthia L. Keller

MAYORAL APPOINTMENTS

ENVIRONMENTAL COMMISSION

Governing Body Member	1 Year	12/31/11	Elaine Niemann
Citizen Members	3 Years	12/31/13	Lois Voronin
Alternate#1	2 Years	12/31/12	Joseph Zgurzynski

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PLANNING BOARD

Class I (Mayor)	1 Year	12/31/11	Phillip Lubitz
Class III (Governing Body Member)	1 Year	12/31/11	Elaine Niemann
Class IV (Citizen Members)	4 Years	12/31/14	Richard Dodds
	4 Years	12/31/14	Lisa Senus
Alternate#1	2 Years	12/31/12	Maureen Syrnick

COMMERCIAL AND INDUSTRIAL COMMITTEE

Governing Body Member	1 Year	12/31/11	Elaine Niemann
Citizen Members	3 Years	12/31/13	Eric Herbel
	3 Years	12/31/13	Michael DeSapio

AGRICULTURE ADVISORY COMMITTEE

Governing Body Member	1 Year	12/31/11	Elaine Niemann
Citizen Member	3 Years	12/31/13	Pete D'Costa
	3 Year s	12/31/13	Ed Kralovich

OPEN SPACE ADVISORY COMMITTEE

Governing Body Member	1 Year	12/31/11	James Burke
Governing Body Member	1 Year	12/31/11	Phillip Lubitz
Citizen Member	3 Years	12/31/13	Richard Dodds

COUNCIL ON AFFORDABLE HOUSING BOARD

Municipal Housing Liaison	3 Years	12/31/13	James Wells
COAH Liaison	1 Year	12/31/11	Phil Lubitz

HOUSING BOARD

Citizen Member	1 Year	12/31/11	James Wells
	1 Year	12/31/11	Phillip Lubitz
	1 Year	12/31/11	Ron Hartpence
	1 Year	12/31/11	Richard Abbott
	1 Year	12/31/11	Cynthia Ostergaard
	1 Year	12/31/11	Nancy Good

CROSS ACCEPTANCE COMMITTEE

Governing Body Members	1 Year	12/31/11	James Burke
	1 Year	12/31/11	Elaine Niemann
	1 Year	12/31/11	Michael DeSapio
	1 Year	12/31/11	Diana Haywood
	1 Year	12/31/11	John Mathieu

SUSTAINABLE KINGWOOD TEAM

Environmental Member	1 Year	12/31/11	David Posey
Planning Board Member	1 Year	12/31/11	Diana Haywood
Environmental Member	1 Year	12/31/11	Elaine Niemann
Citizen Rep. Scouts	1 Year	12/31/11	Mary Beck
Vice Pres. B.O.E. K.T.S.	1 Year	12/31/11	Kevin Bloom
Citizen Rep. Member	1 Year	12/31/11	Eric Scher
Citizen Rep. Member	1 Year	12/31/11	Vacant

OATH OF OFFICE FOR APPOINTMENTS

Clerk Mary MacConnell administered the Oath of Office to all members of the committees, commissions and boards that were present. Mayor Lubitz thanked everyone who serves and volunteers their time to the Township’s committees, commissions, and boards, and for coming to the meeting this evening.

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2011 - 01A

MUNICIPAL AND MAYORAL APPOINTMENTS

BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey that the foregoing appointments are hereby confirmed, ratified and approved, providing that all professional appointments are subject to and contingent upon approval and signing of contracts for professional services for the year 2011.

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried to adopt the foregoing Resolution.

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Roll Call Vote:

AYE	- Burke, Niemann, Lubitz
NAY	- None
ABSTAIN	- None
ABSENT	- None

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2011 - 01B

RESOLUTION DESIGNATING OFFICIAL NEWSPAPER

BE IT RESOLVED that the Hunterdon County Democrat, a newspaper published and printed in the County of Hunterdon and circulating in the County of Hunterdon, is hereby designated as the official newspaper of the Township of Kingwood, pursuant to N.J.S.A. 40:53-1, for publication of all official notices required by law during the calendar year 2011.

It was moved by Mr. Burke, seconded by Mrs. Niemann and carried to adopt the foregoing Resolution.

Roll Call Vote:

AYE	- Burke, Niemann, Lubitz
NAY	- None
ABSTAIN	- None
ABSENT	- None

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2011 - 01C

OPEN PUBLIC MEETINGS ACT

WHEREAS, the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq. hereinafter the "Act") provides for the giving of an annual notice by public bodies of a schedule of the succeeding year, including the location of each meeting to the extent it is known, and the time and date of each meeting; and

WHEREAS, the Act authorized a public body to make certain other determinations and to take certain other actions in conformance therewith;

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NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey as follows:

1. Regular meetings of the Township Committee shall be held during the 2011 calendar year at 7:00 P.M. prevailing time, on the **first Thursday** of each month at the Municipal Building located on County Route 519 and Oak Grove Road in Kingwood Township, New Jersey, unless rescheduled in conformity with the said Act.
2. The following newspapers are hereby designated as the newspapers to receive any and all notices required or permitted to be given under the Act including but not limited to the Annual Notice of regular meetings or any revision thereto, 48 hours notice of any special meetings and notice of any emergency meetings for which prior adequate notice was not provided;
 - a. The **Hunterdon County Democrat**, which is the official newspaper of this public body; and
 - b. The **Courier News**, which is hereby determined to be the other newspaper which has the greatest likelihood of informing the public within this municipality of the meetings of this public body.
3. The following newspaper is hereby designated as alternate newspaper to receive any of the notices described in paragraph 2 above in the event that either or both of the newspapers designated in paragraph 2 shall be unavailable to receive or publish such notices within the time requirements of the Act due to weekly publishing schedules:
 - a. The **Express Times**, which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and the notice requirements of the Act.
4. This public body shall keep reasonably comprehensible minutes of all of its meetings showing the time and place, the members present, the subjects considered, the actions taken, the vote of each member and any other information required to be shown in the minutes by law, which shall be promptly available to the public to the extent that making such matters public shall not be inconsistent with Section 7 of the Open Public Meetings Act (R.S. 10:4-12).
5. Copies of the attached annual notice shall be provided as follows:

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- a. Posted and maintained throughout the calendar year on the public bulletin board at the Municipal Building and the Baptistown Post Office.
- b. Mailed, hand delivered or telefaxed to the newspapers designated in paragraph 2 hereof,
- c. Filed with the clerk of the municipality,
- d. Mailed or hand delivered to any person so requesting in accordance with paragraph 4 hereof.

It was moved by Mr. Burke, seconded by Mrs. Niemann and carried to adopt the foregoing Resolution.

Roll Call Vote:	AYE	- Burke, Niemann, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- None

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2011 – 01D

**RESOLUTION DESIGNATING AGENT FOR
SOCIAL SECURITY AND PENSION**

WHEREAS, it is required by the statutes of New Jersey that an agent be appointed and certified for receiving monies and preparing the necessary forms for Social Security and Pensions for employees for the Township of Kingwood;

NOW, THEREFORE, BE IT RESOLVED that the Chief Financial Officer Diane Laudenbach be appointed as certified agent to prepare all necessary forms for Social Security and Pension payments, and be authorized to receive payments on behalf of the Township of Kingwood for both the State of New Jersey and the Federal Government during the calendar year 2011.

It was moved by Mr. Burke, seconded by Mrs. Niemann and carried to adopt the foregoing Resolution.

Roll Call Vote:	AYE	- Burke, Niemann, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- None

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2011 – 01E

RATE OF INTEREST ON DELINQUENT TAXES

WHEREAS, N.J.S.A. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for non-payment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey as follows:

The Tax Collector is hereby authorized and directed to charge 8% per annum of the first \$1,500.00 of taxes becoming delinquent after due date and 18% per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after due date until all delinquency is made current and if a delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31st, an additional penalty of 6% shall be charged against the delinquency.

BE IT FURTHER RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey as follows:

No interest shall be charged if any payment of any installment is made within ten (10) days after the date upon which the same became payable according to the laws in cases made and provided. If such payment is not made within the ten (10) day grace period, the above rates of interest shall run and accrue from the original due date of such taxes.

It was moved by Mr. Burke, seconded by Mrs. Niemann and carried to adopt the foregoing Resolution.

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Roll Call Vote: **AYE** - **Burke, Niemann, Lubitz**
 NAY - **None**
 ABSTAIN - **None**
 ABSENT - **None**

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2011 – 01F

RESOLUTION AUTHORIZING TOWNSHIP ATTORNEY TO REPRESENT KINGWOOD TOWNSHIP IN TAX MATTERS

WHEREAS, a resolution of the governing body is required in order for the Township Attorney to represent the Township before the Hunterdon County Board of Taxation, and to sign documents relating to tax appeals and other real property tax matters before such board;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that the Township Attorney, or any other Attorney duly authorized by the Kingwood Township Committee, is authorized to represent Kingwood Township before the Hunterdon County Board of Taxation, in connection therewith to sign and file petitions of appeal or counter-petitions, to sign and file answers, to make motions and to sign motion papers, to sign stipulations, including stipulations of settlement, and to take all other actions and sign all other documents appropriate to the representation of Kingwood Township before the Hunterdon County Board of Taxation and New Jersey Tax Court, as applicable.

It was moved by Mr. Burke, seconded by Mrs. Niemann and carried to adopt the foregoing Resolution.

Roll Call Vote: **AYE** - **Burke, Niemann, Lubitz**
 NAY - **None**
 ABSTAIN - **None**
 ABSENT - **None**

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2011 - 01G

**RESOLUTION DESIGNATING OFFICIAL
BANK DEPOSITORIES AND ACCOUNTS**

BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey, that the following accounts be deposited in Skylands Community Bank through 2011 and checks drawn against the accounts be signed as follows:

Township Clerk
AND
Chief Financial Officer
AND
Mayor or Deputy Mayor

General Fund
Capital
Animal Control Fund
General Trust
Board of Health - Escrow
Unemployment Compensation
Trust
Developer's Trust
Public Assistance Trust
Human Services Trust
Planning Board Escrow –
Board of Health Trust
Open Space
COAH Development Fees
Grant Fund
Recreation Account
Board of Adjustment – Escrow
Collector's Trust Account

Chief Financial Officer
AND/OR
Township Clerk
AND/OR
Mayor or Deputy Mayor

Payroll Account

Construction Code Technical
Assistant

Construction Dept. Account

BE IT FURTHER RESOLVED that monies may also be deposited through 2011 in the following banks:

1. TD Bank
2. Bank of America
3. Wachovia

It was moved by Mr. Burke, seconded by Mrs. Niemann and carried to adopt the foregoing Resolution.

Roll Call Vote:	AYE	- Burke, Niemann, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- None

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2011 – 01H

CANCELING SMALL BALANCES

WHEREAS, the Township Committee of the Township of Kingwood finds and declares that N.J.S.A. 40a:5-17.1 empowers authorized municipal employees to process the cancellation of tax refunds and/or delinquencies of less than ten (\$10.00) dollars; and

WHEREAS, the Township Committee further finds and declares that the Municipal Tax Collector is qualified to process the cancellation of tax refunds and/or delinquencies of less than ten (\$10.00) dollars; and

WHEREAS, the Township Committee further finds and declares that it is in the best interest of the citizens of the Township of Kingwood for the Municipal Tax Collector to be authorized to process the cancellation of tax refunds and/or delinquencies of less than ten (\$10.00) dollars in accordance with N.J.S.A. 40A:5-17.1;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood that Municipal Tax Collector, Diane Laudenbach, is hereby authorized to process the cancellation of tax refunds and/or delinquencies of less than ten (\$10.00) dollars during the calendar year of 2011 in accordance with N.J.S.A. 40A:5-17.1.

It was moved by Mr. Burke, seconded by Mrs. Niemann and carried to adopt the foregoing Resolution.

Roll Call Vote:	AYE	- Burke, Niemann, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- None

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2011 - 02

TEMPORARY APPROPRIATIONS

WHEREAS, 40:4A-19 of the Local Budget Law provides that (where contracts, commitments or payments are made prior to the adoption of the 2011 Municipal Budget) temporary appropriations shall be made for the purpose and the amounts required in the manner provided therein and within the time provided; and

WHEREAS, the date of this resolution is within the first thirty (30) days of January 2011; and

WHEREAS, one quarter of the total appropriations (exclusive of debt redemption, public assistance and capital improvements) in the 2010 Municipal Budget is \$603,934.54.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey, that these temporary appropriations be hereby made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for her records:

ADMINISTRATIVE & EXECUTIVE

CODIFICATION & REV. OF ORDINANCES

SALARIES AND WAGES \$30,500.00

OTHER EXPENSES \$5,750.00

ELECTIONS

OTHER EXPENSES

GOVERNING BODY

SALARIES AND WAGES \$2,150.00

OTHER EXPENSES \$400.00

FINANCIAL ADMINISTRATION

ANNUAL AUDIT

SALARIES AND WAGES \$9,750.00

OTHER EXPENSES \$600.00

TAX ASSESSMENT ADMINISTRATION

MAINTENANCE OF TAX MAP

SALARIES AND WAGES \$7,250.00

OTHER EXPENSES \$1,250.00

REVENUE ADMINISTRATION

SALARIES AND WAGES \$7,000.00

OTHER EXPENSES	\$2,100.00
MUNICIPAL PROSECUTOR	
SALARIES AND WAGES	\$2,925.00
LEGAL SERVICES	
OTHER EXPENSES	\$5,500.00
ENGINEERING	
OTHER EXPENSES	\$1,500.00
PLANNING BOARD	
SALARIES AND WAGES	\$5,000.00
OTHER EXPENSES	\$3,500.00
ZONING BOARD	
SALARIES AND WAGES	\$1,675.00
OTHER EXPENSES	\$1,200.00
ZONING OFFICIAL	
SALARIES AND WAGES	\$3,100.00
OTHER EXPENSES	\$100.00
ENVIRONMENTAL COMMISSION	
SALARIES AND WAGES	\$600.00
OTHER EXPENSES	\$700.00
INDUSTRIAL COMMISSION	
OTHER EXPENSES	\$100.00
RECYCLING PROGRAM	
OTHER EXPENSES	\$1,000.00
INSURANCE	
LIABILITY INSURANCE	\$25,000.00
WORKER'S COMPENSATION INSURANCE	\$7,000.00
EMPLOYEE GROUP INSURANCE	\$31,000.00
DENTAL/EYEGLOSS BENEFITS	\$3,600.00
MUNICIPAL COURT	
SALARIES AND WAGES	\$16,000.00
OTHER EXPENSES	\$1,000.00
PUBLIC DEFENDER	
SALARIES AND WAGES	\$900.00
EMERGENCY MANAGEMENT SERVICES	
SALARIES AND WAGES	\$550.00
OTHER EXPENSES	\$1,000.00
911 COORDINATOR	
OTHER EXPENSES	\$100.00
COMPLIANCE WITH COAH	
SALARIES AND WAGES	\$350.00
OTHER EXPENSES	\$100.00
STREETS AND ROAD MAINTENANCE	
SALARIES AND WAGES	\$100,000.00
OTHER EXPENSES	\$13,000.00
GASOLINE	\$3,500.00
VEHICLE MAINTENANCE	\$4,500.00
STREET LIGHTING	
OTHER EXPENSES	\$1,750.00
CONSTRUCTION	
SALARIES AND WAGES	\$14,500.00

OTHER EXPENSES	\$1,000.00
PUBLIC BUILDINGS AND GROUNDS	
SALARIES AND WAGES	\$2,745.00
OTHER EXPENSES	\$10,000.00
MUNICIPAL CLEAN UP	
OTHER EXPENSES	\$125.00
BOARD OF HEALTH	
SALARIES AND WAGES	\$1,825.00
OTHER EXPENSES	\$3,000.00
ANIMAL CONTROL EXPENSES	
OTHER EXPENSES	\$1,000.00
PARKS AND PLAYGROUNDS	
SALARIES AND WAGES	\$1,550.00
OTHER EXPENSES	\$3,500.00
OPEN SPACE	
SALARIES AND WAGES	\$625.00
OTHER EXPENSES	\$300.00
RECREATION	
OTHER EXPENSES	\$1,000.00
OFFICE OF LOCAL HISTORIAN	
OTHER EXPENSES	\$100.00
UTILITY AND BULK EXPENSES	
ELECTRICITY	\$10,000.00
TELEPHONE	\$2,750.00
HEATING FUEL OIL	\$9,000.00
SOLID WASTE	\$750.00
GENERAL CODE ENFORCEMENT	
SALARIES AND WAGES	\$1,075.00
CONTRIBUTION TO PERS	
SOCIAL SECURITY	
OTHER EXPENSES	\$17,000.00
DISABILITY INSURANCE	
OTHER EXPENSES	\$275.00
Matching Grant Funds	\$8154.68
TOTAL TEMPORARY APPROPRIATIONS:	<u><u>\$387,274.68</u></u>
PAYMENT ON NOTES	\$72,500.00
INTEREST ON NOTES	\$14,355.00
BOND INTEREST PAYMENT	
OTHER EXPENSES	\$25,000.00
DEBT SERVICE	<u><u>\$111,855.00</u></u>

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried to adopt the foregoing Resolution.

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2011 – 03

ACTING COURT ADMINISTRATOR

WHEREAS, the Township of Kingwood wishes to formalize its standing practice to authorize the appointment of an Acting Court Administrator during the temporary absence of Kingwood Township's Court Administrator; and

WHEREAS, it has been the practice of Kingwood Township, in such circumstances, to authorize the appointment of Acting Court Administrator Cindy Hooven, who is the Municipal Court Administrator of the East Amwell Township and Delaware Township Joint Municipal Court during the temporary absence of Dawn Augustine, the Kingwood Township Court Administrator; and

WHEREAS, Cindy Hooven is a Certified Court Administrator; and

WHEREAS, it has also been the practice of Kingwood Township Court Administrator, Dawn Augustine, to act as Acting Court Administrator for the Joint Municipal Courts of the East Amwell and Delaware Townships due to the temporary absence of Cindy Hooven; and

WHEREAS, Cindy Hooven and Dawn Augustine have acted as each other's backup when necessary with no monies exchanged among any of the municipalities for this service;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Kingwood, Hunterdon County, New Jersey that, should it be necessary to appoint an Acting Court Administrator for the Kingwood Township Municipal Court due to the temporary absence of Court Administrator Dawn Augustine, Cindy Hooven, the Court Administrator of the Joint Municipal Courts of the East Amwell and Delaware Townships is appointed, in those circumstances, as Acting Kingwood Municipal Court Administrator and likewise, should a need arise in the Joint Municipal Courts of the East Amwell and Delaware Townships for an Acting Court Administrator due to the temporary absence of Court Administrator Cindy Hooven, Kingwood Township Municipal Court Administrator, Dawn Augustine, is authorized to take on the duties of Acting Court Administrator of the Joint Municipal Court of the East Amwell and Delaware Townships, should she be appointed to that position by those municipalities; and

BE IT FURTHER RESOLVED, that no monies shall be exchanged among any of the municipalities for any of the above-mentioned services.

It was moved by Mr. Burke, seconded by Mrs. Niemann and carried to adopt the foregoing Resolution.

Roll Call Vote:	AYE	- Burke, Niemann, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- None

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2011 – 04

SUBSTITUTE PROSECUTOR

WHEREAS, the Township of Kingwood is in need of a substitute prosecutor; and

WHEREAS, in the absence of the Township Prosecutor the Township Committee is appointing Joan Mott as a substitute; and

WHEREAS, no compensation will be granted, if there is to be compensation it will be by the Township Prosecutor.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey to appoint Joan Mott as substitute to the Township Prosecutor.

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried to adopt the foregoing Resolution.

Roll Call Vote:	AYE	- Burke, Niemann, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- None

Road Department Liaison

It was moved by Mrs. Niemann, Mayor Lubitz stepped down from the Chair, seconded and carried the motion to appoint James L. Burke as the Road Department Liaison for the year 2011.

Roll Call Vote:	AYE	- Burke, Niemann, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- None

PUBLIC COMMENTS – PRIVILEGE OF THE FLOOR

N/A

Comments from Mayor and the Township Committee

Mayor Phillip Lubitz

I would like to thank the citizens of Kingwood Township for their trust in bestowing this great honor on me. I would like to thank my wife Barbara for her support and the extra hours she has spent in caring for our family, which has allowed me to devote time to the public service. I would also like to thank Jim Burke and Elaine Niemann for their collegiality and the examples of selfless service to the community that they have demonstrated. Our Kingwood Township staff, Mary, Diane and Cindy who consistently go above and beyond the call of duty and without whom township government would come to a halt, and the many volunteers who put in hundreds of hours of uncompensated service to the township. In Kingwood Township we have an extraordinary opportunity to continue moving towards the ideal as expressed by Abraham Lincoln, a “government of the people, by the people, for the people”. At this time more than ever it is essential that government take affirmative steps to assure that it is inclusive, above reproach and attentive to the will of the people. In keeping with this theme I will propose that during the next year, we adopt ordinances that make ethics training mandatory for all township elected officials and employees and to provide similar training to township volunteers. To prohibit elected officials from receiving township paid health benefits, because serving on the township committee should be considered public service and not a vocation. We have begun and will continue a process of rebidding the township’s professional services every three years on a rotating basis. I will look for agreement from my colleagues that the township will post all ordinances on our web site prior to their being brought to a vote by the township committee. My additional hope is that prior to the end of my term as Mayor that all current township ordinances will be available on our website. Our township residents are demanding that we keep Kingwood Township affordable and at the same time maintain our rural character. The ongoing recession has hit particularly hard on the many township residents who are involved in the building trades and those who are on fixed incomes. Seniors on Social Security received no cost of living increase in the last year and also had their senior rebate taken away. The Star Ledger reported this week that the average municipal tax levy increased by 5% this year. To our credit Kingwood increased by .07%, less than 1%. I would like to see us do better. I am inviting township residents to propose areas in which the township can save money or offset expenses.

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To assist in this I will work with our auditor and CFO to see if we can post past, current and projected budget information on our web site. I am asking department heads and committee chairs to plan for expenditures that are in line with the lesser of FY10 budgeted or actual expenses. We will continue our commitment to maintaining the rural character of Kingwood Township that we all love. This is a place of exceptional natural beauty. With that said we cannot ignore the role that additional ratables play in allowing many of us to continue to be able to afford to live here. We need to explore ways by which we can encourage reasonable development, development without sprawl that supports and maintains Kingwood's rustic charm and affordability. Staying exactly as we are without ever increasing taxes is not an option. I invite all interested parties to engage in a responsible discussion on how we can best accomplish these two seemingly conflicting goals.

Deputy Mayor, Elaine Niemann

Thanked everyone who serves on the township committees, commissions and boards for all their efforts volunteering and their time. She wished everyone a very Happy New Year.

Committeeman, James Burke

Thanked everyone for all of their continued support and efforts. He thanked everyone for attending the Reorganization meeting, and invited everyone downstairs for refreshments.

ADJOURNMENT

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried to adjourn the meeting at 6:40PM. **All voted Aye on Roll Call Vote.**

Respectfully submitted,

**Cynthia L. Keller, RMC
Deputy Clerk**