

2012 – 01

JANUARY 5, 2012

**REORGANIZATIONAL MEETING**

The Kingwood Township Committee met on the above date at 6:00 P.M. at their reorganizational meeting for 2012. Present at the meeting were Township Committee Members Elaine Niemann, James Burke, Phil Lubitz, 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 29, 2011 and Courier News on December 23, 2011 and by telefaxing copies of the notice to the Express Times and Star Ledger on December 20, 2011. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on December 20, 2011.**

**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 Phil Lubitz, for a new three year term as Township Committeeman.

**ELECTION OF MAYOR**

It was moved by Mr. Lubitz, seconded by Mr. Burke and carried to elect Elaine Niemann as Mayor to the Kingwood Township Committee for the year 2012.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Lubitz, Niemann</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**OATH OF OFFICE FOR MAYOR**

Clerk Mary MacConnell administered the Oath of Office to Elaine Niemann, as the Mayor for the year 2012.

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**ELECTION OF DEPUTY MAYOR**

It was moved by Mr. Burke, Mayor Niemann stepped down from the Chair second the motion and carried to elect, Phillip Lubitz as the Deputy Mayor for the year 2012.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Lubitz, Niemann</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**OATH OF OFFICE FOR DEPUTY MAYOR**

Clerk Mary MacConnell administered the Oath of Office to Phillip Lubitz as Deputy Mayor for the year 2012.

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2012 - 01**

**ELECTION OF MAYOR**

**BE IT RESOLVED** that Elaine Niemann is hereby elected as Mayor of Kingwood Township for the calendar year 2012 and until the qualification of a successor.

**ELECTION OF DEPUTY MAYOR**

**BE IT RESOLVED** that Phillip Lubitz is hereby elected as Deputy Mayor of Kingwood Township for the calendar year 2012 and until the qualification of a successor.

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

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Lubitz, Niemann</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**MUNICIPAL AND MAYORAL APPOINTMENTS FOR 2012**

Mayor Niemann, Deputy Mayor Burke and Committeeman Lubitz read aloud the following New Municipal Appointments for 2012:

**MUNICIPAL APPOINTMENTS 2012**

<b><u>POSITION</u></b>	<b><u>TERM</u></b>	<b><u>ENDING</u></b>	<b><u>NAME</u></b>
Auditor	1 Year	12/31/12	Bill Colantano
Attorney	1 Year	12/31/12	Judith Kopen
Engineer	1 Year	12/31/12	Thomas Decker (VanCleaf Eng)
Twp. Planner	1 Year	12/31/12	David Banisch, (Banisch Assoc)
Deputy EMC	1 Year	12/31/12	Mary E. MacConnell
Dog Registrar	1 Year	12/31/12	Traci Fleming
Animal Control Officer	1 Year	12/31/12	Traci Fleming
911 Coordinator	1 Year	12/31/12	David Gill
Dep. Reg. Vit. Stat.	3 Years	12/31/14	Cynthia L. Keller
Tax Search Officer	1 Year	12/31/12	Diane Laudenschach
Assessment Search Officer (RS54:5.18.1)	1 Year	12/31/12	Mary E. MacConnell
Affirmative Action Officer	1 Year	12/31/12	Mary E. MacConnell
Clean Communities Coord.	1 Year	12/31/12	Vacant
Perc & Soil Log Officer	1 Year	12/31/12	Van Cleaf Eng. Assoc.
Open Space/CADB Liaison	1 Year	12/31/12	Elizabeth Schmid
Local Historian	1 Year	12/31/12	Sal DeSapio
Recycling Coord.	1 Year	12/31/12	Vacant
Zoning Officer	1 Year	12/31/12	John Barczyk
General Code Enforcement Officer	1 Year	12/31/12	John Barczyk
Deputy Zoning/Code Enforcement Official	1 Year	12/31/12	William Sidote
Technical Assistant	1 Year	12/31/12	Diane Laudenschach
Park Director	1 Year	12/31/12	Vacant
Mun. Coord. County Office of Aging	1 Year	12/31/12	Marge Augustine
Mun. Housing Liaison	3 Years	12/31/13	Diane Laudenschach
Custodian	1 Year	12/31/12	Rosemarie Dipple
Qualified Purchasing Agt.	1 Year	12/31/12	Diane Laudenschach

2012 – 04

**BOARD OF HEALTH**

Governing Body Member	1 Year	12/31/12	James Burke
Citizen Member	4 Years	12/31/15	James R. Golden Jr.
Alternate #1	2 Years	12/31/12	Rajesh V. Patel

**RECYCLING COMMITTEE**

Governing Body Member	1 Year	12/31/12	Elaine Niemann
SWAC Representative	1 Year	12/31/12	Vacant
Citizen Member			

**BOARD OF ADJUSTMENT**

Citizen Member	4 Years	12/31/15	Charles McBride
	4 Years	12/31/15	David Hewitt
Alternate#2	2 Years	12/31/12	Vacant

**RECREATION COMMISSION**

Governing Body Member	1 Year	12/31/12	James Burke
	3 Years	12/31/14	David Hewitt

**PARKS AND RECREATION COMMITTEE**

Recr. Comm. Member	1 Year	12/31/12	James Burke
Citizen Member	3 Years	12/31/14	David Hewitt
	3 Years	12/31/14	Cynthia Niciecki
	3 Year	12/31/14	Vacant

**CITIZEN ADVISORY PANEL TO PARKS AND RECREATION COMMITTEE**

Citizen Members	1 Year	12/31/12	Eugene Hill
	1 Year	12/31/12	Anthony Gioffre
	1 Year	12/31/12	Joseph Agaccio
	1 Year	12/31/12	Jack Niciecki
	1 Year	12/31/12	Vacant
	1 Year	12/31/12	Vacant

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**MUNICIPAL COURT**

Judge	3 Years	12/31/13	Vacant
Prosecutor	1 Year	12/31/12	Mary Mott
Public Defender	1 Year	12/31/12	Vacant
Municipal Court Security Officer	1 Year	12/31/12	George Kurzenknabe

**SOLID WASTE ADVISORY COUNCIL**

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

**EMERGENCY MANAGEMENT COUNCIL**

Members	1 Year	12/31/12	Mary E. MacConnell
	1 Year	12/31/12	Phillip Lubitz
	1 Year	12/31/12	Elaine Niemann
	1 Year	12/31/12	Thomas Leone
	1 Year	12/31/12	Diane Hanley
	1 Year	12/31/12	Ron Hartpence
	1 Year	12/31/12	Harold Ryan
	1 Year	12/31/12	Robert Hanley Sr.

**SECRETARIES**

Board of Adjustment	3 Months	03/31/12	Barbara Wilson
Board of Health	1 Year	12/31/12	Diane Laudenbach
Planning Board	1 Year	12/31/12	Diane Laudenbach
Parks and Recreation	1 Year	12/31/12	Cynthia L. Keller
Environmental Comm.	1 Year	12/31/12	Cynthia L. Keller
OpenSpace/Agriculture	1 Year	12/31/12	Cynthia L. Keller
Housing Board	1 Year	12/31/12	Cynthia L. Keller

**MAYORAL APPOINTMENTS**

**ENVIRONMENTAL COMMISSION**

Governing Body Member	1 Year	12/31/12	Elaine Niemann
Citizen Members	3 Years	12/31/14	Vacant
	3 Years	12/31/14	Gail Ashley
	3 Years	12/31/14	Cynthia Niciecki
Alternate#2	2 Years	12/31/13	Richard Abbott

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**PLANNING BOARD**

Class I (Mayor)	1 Year	12/31/12	Elaine Niemann
Class III (Governing Body Member)	1 Year	12/31/12	Phil Lubitz
Class IV (Citizen Members)	4 Years	12/31/15	Sandra McNicol
	4 Years	12/31/15	Diana Haywood
Alternate#2	2 Years	12/31/13	Vacant

**COMMERCIAL AND INDUSTRIAL COMMITTEE**

Governing Body Member	1 Year	12/31/12	Elaine Niemann
Citizen Members	3 Years	12/31/14	Vacant

**AGRICULTURE ADVISORY COMMITTEE**

Governing Body Member	1 Year	12/31/12	Elaine Niemann
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**OPEN SPACE ADVISORY COMMITTEE**

Governing Body Member	1 Year	12/31/12	James Burke
Governing Body Member	1 Year	12/31/12	Phillip Lubitz
Citizen Member	3 Years	12/31/14	Karen Hertzog
	3 Years	12/31/14	Lee Frank

**COUNCIL ON AFFORDABLE HOUSING BOARD**

Affordable Housing Liaison	1 Year	12/31/12	Phil Lubitz
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**HOUSING BOARD**

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

**CROSS ACCEPTANCE COMMITTEE**

<b>Governing Body Members</b>	<b>1 Year</b>	<b>12/31/12</b>	<b>James Burke</b>
	<b>1 Year</b>	<b>12/31/12</b>	<b>Elaine Niemann</b>
	<b>1 Year</b>	<b>12/31/12</b>	<b>James R. Golden Jr.</b>
	<b>1 Year</b>	<b>12/31/12</b>	<b>Diana Haywood</b>
	<b>1 Year</b>	<b>12/31/12</b>	<b>John Mathieu</b>

**SUSTAINABLE KINGWOOD TEAM**

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

**INSURANCE FUND COMMISSION**

<b>Governing Body Member</b>	<b>1 Year</b>	<b>12/31/12</b>	<b>Elaine Niemann</b>
<b>Municipal Official</b>	<b>1 Year</b>	<b>12/31/12</b>	<b>Diane Laudenschach</b>
<b>C.F.O.</b>			
<b>Municipal Official</b>	<b>1 Year</b>	<b>12/31/12</b>	<b>Mary E. MacConnell</b>
<b>Twp. Clerk</b>			

**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 Niemann thanked everyone who serves and volunteers their time to the Township committees, commissions, and boards, and for coming to the meeting this evening.

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2012 - 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 2012.

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

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Lubitz, Niemann</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2012 - 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 2012.

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

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Lubitz, Niemann</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2012 - 01C**

**OPEN PUBLIC MEETINGS ACT**



2012 – 09

**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;

**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 2012 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 hour 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:
  - 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 Mr. Lubitz and carried to adopt the foregoing Resolution.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Lubitz, Niemann</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2012 – 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 Laudenschach 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 2012.

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

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Lubitz, Niemann</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2012 – 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 Mr. Lubitz and carried to adopt the foregoing Resolution.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Niemann, Lubitz</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2012 – 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 Mr. Lubitz and carried to adopt the foregoing Resolution.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Lubitz, Niemann</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2012 - 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 2012 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  
Board of Health - Trust  
Unemployment Compensation  
Trust  
Developer's Trust  
Human Services Trust  
Planning Board Escrow  
Open Space Trust  
COAH Development Fees  
Grant Fund  
Recreation Account  
Board of Adjustment – Escrow  
Collector's Trust Account  
Recycling Trust  
Self Insurance Fund

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 2012 in the following banks:

1. TD Bank
2. Bank of America
3. Wells Fargo
4. Investors Savings Bank
5. PNC

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

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Lubitz, Niemann</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2012 – 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 2012 in accordance with N.J.S.A. 40A:5-17.1.

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

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<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Lubitz, Niemann</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2012 - 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 2012 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 2012; and

**WHEREAS**, one quarter of the total appropriations (exclusive of debt redemption, public assistance and capital improvements) in the 2012 Municipal Budget is \$455,393.93.

**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
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OTHER EXPENSES	\$2,100.00
<b>MUNICIPAL PROSECUTOR</b>	
SALARIES AND WAGES	\$2,925.00
<b>LEGAL SERVICES</b>	
OTHER EXPENSES	\$5,500.00
<b>ENGINEERING</b>	
OTHER EXPENSES	\$1,500.00
<b>PLANNING BOARD</b>	
SALARIES AND WAGES	\$5,000.00
OTHER EXPENSES	\$3,500.00
<b>ZONING BOARD</b>	
SALARIES AND WAGES	\$1,675.00
OTHER EXPENSES	\$1,200.00
<b>ZONING OFFICIAL</b>	
SALARIES AND WAGES	\$3,100.00
OTHER EXPENSES	\$100.00
<b>ENVIRONMENTAL COMMISSION</b>	
SALARIES AND WAGES	\$600.00
OTHER EXPENSES	\$700.00
<b>INDUSTRIAL COMMISSION</b>	
OTHER EXPENSES	\$100.00
<b>RECYCLING PROGRAM</b>	
OTHER EXPENSES	\$1,000.00
<b>INSURANCE</b>	
LIABILITY INSURANCE	\$20,000.00
WORKER'S COMPENSATION INSURANCE	\$7,000.00
EMPLOYEE GROUP INSURANCE	\$31,000.00
DENTAL/EYEGLASS BENEFITS	\$3,600.00
<b>MUNICIPAL COURT</b>	
SALARIES AND WAGES	\$16,000.00
OTHER EXPENSES	\$1,000.00
<b>PUBLIC DEFENDER</b>	
SALARIES AND WAGES	\$900.00
<b>EMERGENCY MANAGEMENT SERVICES</b>	
SALARIES AND WAGES	\$550.00
OTHER EXPENSES	\$1,000.00
<b>911 COORDINATOR</b>	
OTHER EXPENSES	\$100.00
<b>COMPLIANCE WITH COAH</b>	
SALARIES AND WAGES	\$350.00
OTHER EXPENSES	\$100.00
<b>STREETS AND ROAD MAINTENANCE</b>	
SALARIES AND WAGES	\$110,000.00
OTHER EXPENSES	\$13,000.00
GASOLINE	\$3,500.00
VEHICLE MAINTENANCE	\$4,500.00



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<b>STREET LIGHTING</b>	
OTHER EXPENSES	\$1,750.00
<b>CONSTRUCTION</b>	
SALARIES AND WAGES	\$14,500.00
OTHER EXPENSES	\$1,000.00
<b>PUBLIC BUILDINGS AND GROUNDS</b>	
SALARIES AND WAGES	\$2,745.00
OTHER EXPENSES	\$10,000.00
<b>MUNICIPAL CLEAN UP</b>	
OTHER EXPENSES	\$125.00
<b>BOARD OF HEALTH</b>	
SALARIES AND WAGES	\$1,825.00
OTHER EXPENSES	\$3,000.00
<b>ANIMAL CONTROL EXPENSES</b>	
OTHER EXPENSES	\$1,000.00
<b>PARKS AND PLAYGROUNDS</b>	
SALARIES AND WAGES	\$1,550.00
OTHER EXPENSES	\$3,500.00
<b>OPEN SPACE</b>	
SALARIES AND WAGES	\$625.00
OTHER EXPENSES	\$300.00
<b>RECREATION</b>	
OTHER EXPENSES	\$1,000.00
<b>OFFICE OF LOCAL HISTORIAN</b>	
OTHER EXPENSES	\$100.00
<b>UTILITY AND BULK EXPENSES</b>	
ELECTRICITY	\$10,000.00
TELEPHONE	\$2,750.00
HEATING FUEL OIL	\$9,000.00
SOLID WASTE	\$750.00
<b>GENERAL CODE ENFORCEMENT</b>	
SALARIES AND WAGES	\$1,075.00
<b>CONTRIBUTION TO PERS</b>	
<b>SOCIAL SECURITY</b>	
OTHER EXPENSES	\$17,000.00
<b>DISABILITY INSURANCE</b>	
OTHER EXPENSES	\$275.00
<b>DCRP</b>	
OTHER EXPENSES	\$60.00
<b>TOTAL TEMPORARY APPROPRIATIONS:</b>	<b><u><u>\$390,180.00</u></u></b>
<b>PAYMENT ON NOTES</b>	\$72,500.00
<b>INTEREST ON NOTES</b>	\$8,000.00
<b>BOND INTEREST PAYMENT</b>	
OTHER EXPENSES	\$14,712.50

DEBT SERVICE

\$95,212.50

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

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Lubitz, Niemann</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2012 – 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. Lubitz, seconded by Mr. Burke and carried to adopt the foregoing Resolution.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Lubitz, Niemann</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2012 – 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 Mr. Lubitz, seconded by Mr. Burke and carried to adopt the foregoing Resolution.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Lubitz, Niemann</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2012 - 05**

**SUBSTITUTE COURT RECORDER**

**WHEREAS**, the Township of Kingwood is in need of a substitute court recorder; and

**WHEREAS**, in the absence of the Township Court Recorder the Township Committee is appointing Cynthia Keller as a substitute; and

**WHEREAS**, the compensation will be \$16.68 per hour;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey to appoint Cynthia Keller as substitute to the Township Court Recorder.

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

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Lubitz, Niemann</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**Road Department Liaison**

It was moved by Mr. Lubitz, Mayor Niemann stepped down from the Chair, seconded the motion and carried to appoint James Burke as the Road Department Liaison for the year 2012.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Lubitz, Niemann</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**PUBLIC COMMENTS – PRIVILEGE OF THE FLOOR**

N/A

**Comments from Mayor and the Township Committee**

Committeeman, James L. Burke

Committeeman Burke thanked all the people who volunteer on all the Board, Committees and Commissions. He stated that our Township would not be what it is today if it wasn't for the many volunteers who give their time. He thanked everyone.

Deputy Mayor, Phil Lubitz

Deputy Mayor Lubitz thanked all the citizens of the Township for returning him for another three years. He stated that it is a great honor to serve as a committeeman for Kingwood Township. He thanked his wife Barbara for all her support. Mr. Lubitz thanked, Freeholder Ronald Sworen for coming to the reorganization meeting this evening. He stated lastly, that he wanted to thank all the volunteers who serve the committees and put many hours of work into the Township.

Mayor Elaine Niemann

Mayor Niemann expressed her thanks to everyone and she stated that she is very much looking forward to serving as Kingwood Township's Mayor this year. She stated that it is a real privilege to have this role in Kingwood. She stated that there are so many wonderful things to do in Kingwood and with everyone's help it will be easier to set these goals. She noted that the residents in Kingwood Township are very lucky to have such a wonderful, and beautiful place to live. Mayor Niemann invited everyone downstairs for refreshments.

**ADJOURNMENT**

It was moved by Mr. Lubitz, seconded by Mr. Burke and carried to adjourn the meeting at 6:38PM. All voted **Aye** on **Roll Call Vote**.

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