

KINGWOOD TOWNSHIP COMMITTEE

APRIL 4, 2013 – 7:00PM

Call to Order

Roll Call

Pledge of Allegiance

Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act by publication of the notice in the Hunterdon Democrat and Courier News on January 10, 2013 and by telefaxing copies of the notice to the Express Times and Star Ledger on January 4, 2013. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on January 4, 2013.

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.

NJSP Report for February 2013
Emergency Management Coordinator

Correspondence

Accept Letter of Resignation from Clean Communities Coordinator and
Recycling Coordinator

Appointments:

Clean Communities Coordinator
Recycling Coordinator
Oath of Office for the Recycling Coordinator/Clean Communities Coordinator

Public Comment – Privilege of the Floor

2013 Municipal Budget:

Resolution No. 2013-31 – Kingwood School District Deferral
Resolution No. 2013-32 – DVRHS District Deferral
Resolution No. 2013-33 – NJDEP-Recreation Trails Programs
Resolution No. 2013-34 – Cable TV Franchise Fee
Municipal Budget – Introduction

April 4, 2013 Kingwood Township Committee Agenda Continued

Correspondence Continued

Resolution from Alexandria Twp re: Seeking Legislative Support on
Abandoned Property Enforcement
Letter and Request from Relay for Life of Hunterdon Proclamation –
Resolution No. 2013-42 Relay for Life of Hunterdon Proclamation
Request from Property Owner to Waive Interest Charges
Invitation to Kingwood Merry Mixers 40th Anniversary

Resolution No. 2013-35 - 2013 Temporary Appropriations

Bills and Claims

Reports

Finance Department:
Revenue Reports of January 2013 & February 2013
Tax Collector's Report of February 2013
Construction Report of March 2013
Municipal Court Report of February 2013
Township Engineer's Report

Future Meetings & Activities

April 13 - Recycling at Township Garage from 9:00am-12:00noon
April 13 - Cty Computer & Electronics Collection Day at Route 12
Complex from 9:00am-1:00pm
April 10 - Deadline to Change Party Affiliation for the June Primary
May 2 - Regular Monthly Mtg of Township Committee at Municipal
Building beginning at 7:00pm

Ordinances

**Ordinance No. 17-06-2013 Amending Ordinance No. 17-14-2012 Providing
For The Appropriation For The Cost Of The Acquisition Of The
Township's Share Of The Development Easement For Farmland
Preservation For Block 7 L 6, Appropriating \$122,500.00 Therefor From
The Open Space Trust Fund – Public Hearing and Final Adoption**

**Ordinance No. 17-07-2013 Amending Ordinance No. 17-07-2012 Fixing
The Salaries And Compensation Of The Various Officers And
Employees Of The Township – Public Hearing and Final Adoption**

**Ordinance No. 17-08-2013 Of The Township of Kingwood Regarding
Fire Insurance Claims – Public Hearing and Final Adoption**

April 4, 2013 Kingwood Township Committee Agenda Continued

Ordinance No. 17-10-2013 To Provide For The Resurfacing Of Roads

As A General Improvement For The Township And Appropriating \$50,000.00 From The Capital Improvement Fund – Introduction and Adoption on First Reading

Ordinance No. 17-11-2013 To Provide For The Purchase And Installation Of Bullet Resistant Glass For The Kingwood Township Municipal Court As A General Improvement For The Township And Appropriating \$6,100.00 From The Capital Improvement Fund – Introduction and Adoption on First Reading

Ordinance No. 17-12-2013 To Provide For The Purchase Of Equipment For Kingwood Township's Office Of Emergency Management As A General Improvement For The Township And Appropriating \$20,000.00 From The Capital Improvement Fund – Introduction and Adoption on First Reading

Resolutions

- Resolution No. 2013-36 -** Authorization to Establish a New Petty Cash Fund
- Resolution No. 2013-37 -** Cancel General Capital Reserve Balance
- Resolution No. 2013-38 -** LOSAP Approval
- Resolution No. 2013-39 -** Correction to DPW Agreement
- Resolution No. 2013-40 -** Recycling Tonnage Grant

New Business

- Trash Dumping Complaint – Old Route 12
- Discuss Roadside Clean-Up Day
- Request for Leave of Absence

Old Business

- Clean Up Day Program Quotations
- Appointment to the Advisory Panel to Parks and Recreation Committee (SADC) The State Agriculture Development Committee

Minutes

- February 25, 2013 Special Meeting
- March 7, 2013 Regular Meeting
- March 7, 2013 Executive Session

- May 20, 2002 Regular Meeting
- June 3, 2002 Special Meeting
- June 17, 2002 Regular Meeting
- June 17, 2002 Executive Session

April 4, 2013 Kingwood Township Committee Agenda Continued

Executive Session – Resolution No. 2013-41

Personnel – Clean Communities Coordinator/Recycling Coordinator/Construction Code
Technical Assistant

Return to Regular Session

Green Team Request – Horseshoe Bend Park
Ordinance Publications

Adjournment

PLEASE NOTE THIS AGENDA IS SUBJECT TO LAST MINUTE CHANGES

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April 4, 2013

A Regular Meeting of the Kingwood Township Committee was called to order at 7:00P.M. with Mayor Phillip Lubitz presiding.

Also present at the meeting were Deputy Mayor Diana Haywood, Attorney Judith Kopen, C.F.O. Diane Laudenbach, Deputy Clerk Cynthia Keller and Clerk Mary E. MacConnell. Committeeman Richard Dodds was absent. Mayor Lubitz called the meeting to order and following the salute to the flag read aloud the following:

NOTICE REQUIREMENTS

Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act by publication of the notice in the Hunterdon Democrat and Courier News on January 10, 2013 and by telefaxing copies of the notice to the Express Times and Star Ledger on January 4, 2013. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on January 4, 2013.

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.

Mayor Lubitz stated he would like to have a few people that are present under "Reports" on tonight's agenda speak at this time. He invited Lt. Kasey Dienes, Station Commander of the Kingwood Township State Police Department to come up and review his report.

NJSP Report for – February 2013

Mayor Lubitz introduced Lieutenant Kasey Dienes, Station Commander of the Kingwood State Police Department. Lt. Dienes briefly reviewed his monthly report. He explained that there were four crimes last month in Kingwood Township, which were mostly theft and that there were no suspects at this time. He stated that there has been a lot of activity at the Delaware Valley Regional High School and that two troopers have been assigned to be at the school a few hours a day. He also stated that there were a few accidents that were reported. Lt. Dienes stated that he assigned several troopers to patrol Spring Hill Road on a number of days and there were no speeders reported. Mayor Lubitz thanked Lt. Dienes, and stated that he really appreciates his openness and attendance at the township meetings. He stated that he feels that he has developed a good relationship with the township and expressed that he is always welcome.

Emergency Management Coordinator

Jack MacConnell, Emergency Management Coordinator was present and noted that tonight the Township Committee will be introducing Ordinance No. 17-12-2013, which is to provide for the purchase of equipment for Kingwood Township's Office of Emergency Management. He explained that the funds for reimbursement from FEMA should be coming to the township soon. He reviewed some of the items the township will not be reimbursed for during Hurricane Sandy. He explained that they will be working on the generator which will be hooked up at the Department of Public Works. Mr. MacConnell also commented on the speed limit on Spring Hill Road and feels that there were individuals that were going well over the limit while the speed data system sign by HART was up and running. He feels that there will always be a problem with speeding on that road. He explained that the township is still looking for funds for Byram through a 404 grant the township applied for a while ago. He noted that it was approximately ten million dollars that was requested to elevate the homes in the Byram area. The Committee Members thanked Jack MacConnell for coming and for his monthly report .

CORRESPONDENCE

Accept Letter of Resignation from Clean Communities Coordinator and Recycling Coordinator

Mayor Lubitz explained that the Township Committee received a letter of resignation from the township's Recycling Coordinator/Clean Communities Coordinator. He noted that the township is very fortunate to have had in the past the number of people who dedicated their volunteer time to work so hard in those positions. He stated that a resident of the township, Sandra McNicol has offered to take over the responsibilities, and the positions of recycling coordinator/recycling coordinator.

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair second the motion and carried to accept the resignation letter from Lynn Porter as the township's Recycling Coordinator/Clean Communities Coordinator effective March 26, 2013. **All voted Aye on Roll Call Vote.**

Appointments

Clean Communities Coordinator
Recycling Coordinator

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair second the motion and carried to appoint Sandra McNicol as the Township's Clean Communities Coordinator and the Recycling Coordinator for the remainder of 2013, at a salary rate for the Clean Communities Coordinator \$986.00, and Recycling Coordinator \$2,985.00.

Roll Call Vote:	AYE	- Haywood, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Dodds

OATH OF OFFICE FOR THE RECYCLING COORDINATOR/CLEAN COMMUNITIES COORDINATOR

Clerk MacConnell administered the Oath of Office to Sandra McNicol as the township's Recycling Coordinator/Clean Communities Coordinator. The Committee Members congratulated Sandra McNicol.

PUBLIC COMMENT – PRIVILEGE OF THE FLOOR

Mayor Lubitz noted that there were several members of the public in the audience this evening. He welcomed everyone and stated that he would like to hear from anyone that had something to share under public comment.

An Anonymous Resident of the Township – Stated that they preferred not to state their name and commented on the mess that is occurring at the recycling center due to the wind blowing all the trash everywhere on the property and also the area along the school and park walkway on Union Road. She also commented on the broken glass at the end of the recycling driveway and feels that the township should take care of the area. Mayor Lubitz noted that there has always been the dilemma of whether the township should have the recycling center open during the week as a convenience to the public, as opposed to having it open one Saturday morning a month with volunteers. Sandra McNicol commented that the township is in the process of obtaining price quotations for either putting a cover over the recycling bins or perhaps some kind of walls around the dumpsters so that the items do not blow out. The resident present also commented on the Department of Public Works and how she feels they spend too much time on a break at a local establishment in the mornings. Mayor Lubitz did not have anything negative to say about the DPW workers. He pointed out all of their hard work and services to the residents and the township. Mayor Lubitz thanked the Kingwood Township resident for coming and appreciates her comments.

Nancy Kauskti, Hampton Road – Asked if there was a schedule of when the dumpsters at the recycling center are emptied. She noted that there are times when they go to recycling, but take it back home because the dumpsters are too full and they do not want their stuff left there to blow around. Sandra McNicol explained that she will be working with the Department of Public Works to make sure that dumpsters are emptied before they are overflowing. She explained that this problem is discussed every month at the Environmental Commission meetings. Mrs. McNicol invited anyone that is interested to come to an Environmental Commission meeting and express their concerns, which is scheduled on the fourth Tuesday of each month at 7:30pm. Mayor Lubitz thanked Nancy Kauskti for coming and stated that the township appreciates her comments.

2013 MUNICIPAL BUDGET:

Resolution No. 2013-31 – Kingwood School District Deferral

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2013 – 31

**DEFERRAL OF TAXES
KINGWOOD TOWNSHIP SCHOOL**

WHEREAS, regulations of the State of New Jersey provide for the deferral of school taxes in an amount not to exceed fifty percent of the annual school tax levy when such taxes are raised on a fiscal year basis (school year July 1 through June 30); and

WHEREAS, said taxes subject to deferral have not been requisitioned by or paid to the school district; and

WHEREAS, it is the desire and intent of the governing body of the Township of Kingwood, County of Hunterdon, to avail the Township of the deferral as permitted by regulations promulgated by the Local Finance Board, Division of Local Government Services, New Jersey Department of Community Affairs; and

WHEREAS, fifty percent of the school tax levy of the Kingwood School District is \$2,748,026.00;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Kingwood, County of Hunterdon, hereby authorizes the Chief Financial Officer of the Township to defer \$1,319,052.48 of school taxes as permitted by the aforementioned regulation; and

BE IT FURTHER RESOLVED, that certified copies of this resolution be forwarded to the Chief Financial Officer of the Township and the Director of the Division of Local Government Services, Department of Community Affairs.

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair second the motion and carried to adopt the foregoing Resolution.

Roll Call Vote:	AYE	- Haywood, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Dodds

Resolution No. 2013-32 – DVRHS District Deferral

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2013 – 32

**DEFERRAL OF TAXES
DELAWARE VALLEY REGIONAL HIGH SCHOOL**

WHEREAS, regulations of the State of New Jersey provide for the deferral of school taxes in an amount not to exceed fifty percent of the annual school tax levy when such taxes are raised on a fiscal year basis (school year July 1 through June 30); and

WHEREAS, said taxes subject to deferral have not been requisitioned by or paid to the school district; and

WHEREAS, it is the desire and intent of the Township Committee of the Township of Kingwood, County of Hunterdon, to avail the Township of the deferral as permitted by regulations promulgated by the Local Finance Board, Division of Local Government Services, New Jersey Department of Community Affairs; and

WHEREAS, fifty percent of the school tax levy of the Delaware Valley Regional High School District is \$1,729,699.64;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Kingwood, County of Hunterdon, hereby authorizes the Chief Financial Officer of the Township to defer \$830,241.43 of school taxes as permitted by the aforementioned regulation; and

BE IT FURTHER RESOLVED, that certified copies of this resolution be forwarded to the Chief Financial Officer of the Township and the Director of the Division of Local Government Services, Department of Community Affairs.

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair second the motion and carried to adopt the foregoing Resolution.

Roll Call Vote:	AYE	- Haywood, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Dodds

Resolution No. 2013-33 – NJDEP-Recreation Trails Programs

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2013 – 33

NJDEP RECREATION TRAILS PROGRAMS

WHEREAS, the Township of Kingwood desires to anticipate as an item of general revenue with prior written consent of the Director of Local Government Services in the amount of \$20,981.00; and

THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2013 Budget under the following caption

Department of Environmental Protection-Recreation Trails Programs

BE IT FURTHER RESOLVED that TWO certified copies of this Resolution be forwarded to the Office of the Director of Local Government Services.

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair second the motion and carried to adopt the foregoing Resolution.

Roll Call Vote:	AYE	- Haywood, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Dodds

Resolution No. 2013-34 – Cable TV Franchise Fee

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2013 – 34

CABLE TV FRANCHISE FEE

WHEREAS, the Township of Kingwood desires to anticipate as an item of general revenue with prior written consent of the Director of Local Government Services in the amount of \$9,519.00; and

THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2013 Budget under the following caption:

Cable TV Franchise Fee

BE IT FURTHER RESOLVED that TWO certified copies of this Resolution be forwarded to the Office of the Director of Local Government Services.

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It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair second the motion and carried to adopt the foregoing Resolution.

Roll Call Vote:	AYE	- Haywood, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Dodds

Municipal Budget - Introduction

Mayor Lubitz stated that there will be a full presentation of the Municipal Budget at the township's next meeting scheduled on May 2, 2013 at 7:00P.M. He noted that this evening the Municipal Budget will be introduced.

Mayor Lubitz read aloud the Budget Resolution which was adopted on first reading. He explained that the total general appropriation will be going down \$200,000 this year, which means that the township had to reduce each line item by 10%. He noted that some of the personnel will be reduced this year.

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair second the motion and carried to introduce the Municipal Budget for 2013 on first reading.

Roll Call Vote:	AYE	- Haywood, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Dodds

CORRESPONDENCE CONTINUED

Resolution from Alexandria Twp. re: Seeking Legislative Support on Abandoned Property Enforcement

The Committee Members reviewed the resolution from Alexandria Twp.

Letter and Request from Relay for Life of Hunterdon Proclamation

Mayor Lubitz noted that a letter and request has been received from Relay for Life of Hunterdon. He explained that it is an annual race to promote awareness of cancer and to raise funds for the American Cancer Society's mission of eliminating cancer. The Committee Members reviewed and would like to support this cause by adopting the requested Proclamation.

Resolution No. 2013-42 Relay for Life of Hunterdon Proclamation

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2013 – 42

RELAY FOR LIFE OF HUNTERDON PROCLAMATION

WHEREAS, Relay For Life is the signature activity of the American Cancer Society and celebrates cancer survivors and caregivers, remembers loved ones lost to the disease, and empowers individuals and communities to come together to recognize and fight back against cancer; and

WHEREAS, the funds raised during Relay For Life of Hunterdon support the American Cancer Society’s mission of saving lives and creating a world with less cancer and more birthdays by helping our citizens stay well, by helping our citizens receive the best treatment for cancer, by supporting the search for cures for cancer; and

WHEREAS, Relay For Life helped fund more than \$150 million in cancer research last year;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Kingwood, Hunterdon County and State of New Jersey, do hereby proclaim June 14th and 15th of 2013 as,

“RELAY FOR LIFE OF HUNTERDON COUNTY DAYS”

in our Community and hereby encourage our citizens to participate in the Relay For Life Event at Hunterdon Central High School on June 14th to 15th, 2013.

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair second the motion and carried to adopt the foregoing Resolution.

Roll Call Vote:	AYE	- Haywood, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Dodds

Request from Property Owner to Waive Interest Charges

Tax Collector, Diane Laudenbach explained the letter received from the property owner. She explained that the resident wrote in his letter that he did not realize until February 27, 2013 that those taxes were not paid, and she explained that a delinquent notice was sent out to him on December 19th, 2012 to indicate that the balances were still open. She explained the bank took the funds out, but this did not mean that he paid his taxes. She noted that several other properties had similar problems and they paid when they received a delinquent notice in December. She noted that in this situation, this gentleman waited until February to pay.

The Township Committee discussed the situation and explained that they have considered his request, but they regret that the error was on the part of his bank and that the township is not responsible. It was also noted that he did receive a delinquent notice. The Township Committee asked the Tax Collector to send the gentleman a letter with their decision.

Invitation to Kingwood Merry Mixers 40th Anniversary

Mayor Lubitz reviewed the invitation to the Kingwood Merry Mixers 40th Anniversary Celebration.

Resolution No. 2013-35 - 2013 Temporary Appropriations

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2013 – 35

2013 TEMPORARY APPROPRIATIONS

WHEREAS, the 2013 Budget of the Township of Kingwood has not been adopted and the appropriations provided for in Resolution No. 2013-02 are insufficient to cover the expenses in April of 2013; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey, that the Temporary 2013 Budget Appropriations be raised by the statutory one-twelfth (1/12th).

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair second the motion and carried to adopt the foregoing Resolution.

Roll Call Vote:	AYE	- Haywood, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Dodds

BILLS AND CLAIMS

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair second the motion and carried to approve and pay all bills and claims in the amount of **\$1,066,960.68** that are in order and attached as Bill List for April 2013.

Roll Call Vote:	AYE	- Haywood, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Dodds

REPORTS

Mayor Lubitz noted that the following have been received and are available for review. He briefly reviewed the following reports:

NJSP Report for February 2013 – Lt. Dienes was present and this was discussed at the beginning of the meeting.

Finance Department:

Revenue Reports of January 2013 & February 2013
Tax Collector's Report of February 2013
Construction Report of March 2013
Municipal Court Report of February 2013

Township Engineer's Report

Mayor Lubitz noted that the township has spoken to Elizabethtown Gas Company and it appears that they will be able run a line from Route 519 to the township DPW building. He noted that the township is anticipating a great savings with natural gas, because one of the largest expenses the township has is heating the garage. He stated that when the Kingwood Township School went to natural gas, it paid for itself within one year. He noted that the township was hoping to run the line down Union Road to service not only the township DPW garage, but to have a dual use with the proposed project with Raritan Valley Habitat for Humanity. He noted that by the engineer's report it does not look like this will be allowed since the township has not given permission for the gas company to run gas pipes down Union Road. Attorney Kopen stated that she will be in touch with the township engineer to discuss this further.

FUTURE MEETINGS AND ACTIVITIES

Mayor Lubitz reviewed as per the Agenda.

ORDINANCES

ORDINANCE NO. 17-06-2013 AN ORDINANCE AMENDING ORDINANCE NO. 17-14-2012 PROVIDING FOR THE APPROPRIATION FOR THE COST OF THE ACQUISITION OF THE TOWNSHIP'S SHARE OF THE DEVELOPMENT EASEMENT FOR FARMLAND PRESERVATION FOR BLOCK 7, LOT 6, APPROPRIATING \$122,500.00 THEREFOR FROM THE OPEN SPACE FUND VOL. 17, PG. 17-06 - Public Hearing and Final Adoption

Mayor Lubitz read aloud the ordinance by title, which was then introduced:

This Ordinance was introduced and adopted on first reading at a meeting of the Kingwood Township Committee on the 7th day of March, 2013.

The Ordinance was published in the Hunterdon County Democrat on March 21, 2013 and has been posted in the Kingwood Township Municipal Building on March 8th, 2013. Copies of the Ordinance have been available for inspection by the public since March 8th, 2013.

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, second the motion and carried to open the public hearing.

Comments: Mayor Lubitz briefly reviewed the ordinance. N. Kautsky, Hampton Road - Asked a few questions regarding the preservation of the farm and if there will be any homes built on the property, and who will farm the land. C.F.O. Diane Laudenbach and Sandra McNicol, Open Space Chairwoman responded.

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, second the motion and carried to close the public hearing. **All voted Aye on Roll Call Vote.**

ORDINANCE NO. 17 – 06 - 2013

AN ORDINANCE AMENDING ORDINANCE NO. 17-14-2012 PROVIDING FOR THE APPROPRIATION FOR THE COST OF THE ACQUISITION OF THE TOWNSHIP'S SHARE OF THE DEVELOPMENT EASEMENT FOR FARMLAND PRESERVATION FOR BLOCK 7, LOT 6, APPROPRIATING \$122,500.00 THEREFOR FROM THE OPEN SPACE TRUST FUND.

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

SECTION 1. The improvement described in Section 3 of this ordinance is hereby authorized as a general improvement to be made or acquired by the Township of Kingwood, New Jersey. For the said improvement and purposes described in Section 3, there is hereby appropriated the sum of \$122,500.00, said sum being inclusive of all appropriations heretofore made therefor.

SECTION 2. In order to finance the cost of the improvements and purpose there is hereby appropriated the sum of \$122,500.00 from the Open Space Trust Fund.

SECTION 3. The improvement hereby authorized is the Township's share of the acquisition of the development easement for farmland preservation described as Block 7, Lot 6 on the tax map of the Township consisting of 109 acres in Kingwood Township, including all costs necessary therefore or incidental thereto.

SECTION 4. The said purpose described in Section 3 of this ordinance is not a current expense and is an improvement which the Township may lawfully acquire or make as a general improvement.

SECTION 5. The capital budget of the Township of Kingwood is hereby amended, to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget as approved by the Division of Local Government Services is on file with the Clerk and is available there for public inspection.

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, second the motion and carried to adopt the foregoing Ordinance.

Roll Call Vote:	AYE	- Haywood, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Dodds

ORDINANCE

ORDINANCE NO. 17-07-2013 AN ORDINANCE AMENDING ORDINANCE NO. 17-07-2012 FIXING THE SALARIES AND COMPENSATION OF THE VARIOUS OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF KINGWOOD IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY VOL. 17, PG. 17-07 - Public Hearing and Final Adoption

Mayor Lubitz read aloud the ordinance by title, which was then introduced:

This Ordinance was introduced and adopted on first reading at a meeting of the Kingwood Township Committee on the 7th day of March, 2013. The Ordinance was published in the Hunterdon County Democrat on March 21, 2013 and has been posted in the Kingwood Township Municipal Building on March 8th, 2013. Copies of the Ordinance have been available for inspection by the public since March 8th, 2013.

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, second the motion and carried to open the public hearing.

Comments : There were no public comments.

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, second the motion and carried to close the public hearing. **All voted Aye on Roll Call Vote.**

ORDINANCE NO. 17 - 07 - 2013

AN ORDINANCE AMENDING ORDINANCE NO. 17-07-2012 FIXING THE SALARIES AND COMPENSATION OF THE VARIOUS OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF KINGWOOD IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY

BE IT ORDAINED by the Township of Kingwood of the Township of Kingwood, County of Hunterdon and State of New Jersey as follows:

ARTICLE 1. Amend the salaries as follows:

Public Works Department

General Municipal Worker *\$12.00 - \$40.00 per hour*

ARTICLE 2. For authorized use of an automobile, an official or employee shall be reimbursed fifty five and one half cents (.555) per mile. All authorized travel expense reimbursements, training and educational reimbursements, overtime, health and disability insurance, absence, paid vacations, equipment allowances, emergency meal allowances and other benefits shall be set forth in the current Kingwood Township Personnel Manual or in accordance with applicable law.

ARTICLE 3. All ordinances or parts of Ordinances inconsistent herewith are hereby amended as to such inconsistency only.

ARTICLE 4. If the provisions of any article, section, subsection, paragraph, subdivision or clause of this Ordinance shall be judged invalid by any court of competent jurisdiction, such order or judgment shall not affect or invalidate the remainder of any such article, section, subsection, paragraph, subdivision or clause, and to this end, the provisions of this Ordinance are hereby declared to be severable.

ARTICLE 5. This Ordinance shall take effect immediately upon final passage and publication according to law.

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, second the motion and carried to adopt the foregoing Ordinance.

Roll Call Vote: **AYE** - Haywood, Lubitz
 NAY - None
 ABSTAIN - None
 ABSENT - Dodds

ORDINANCE

ORDINANCE NO. 17-08-2013 AN ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY REGARDING FIRE INSURANCE CLAIMS VOL. 17, PG. 17-08 - Public Hearing and Final Adoption

Mayor Lubitz read aloud the ordinance by title, which was then introduced:

This Ordinance was introduced and adopted on first reading at a meeting of the Kingwood Township Committee on the 7th day of March, 2013. The Ordinance was published in the Hunterdon County Democrat on March 21, 2013 and has been posted in the Kingwood Township Municipal Building on March 8th, 2013. Copies of the Ordinance have been available for inspection by the public since March 8th, 2013.

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, second the motion and carried to open the public hearing.

Comments: There were no public comments. Mayor Lubitz commented that this issue was brought to the township's attention by a citizen who works in the insurance industry and he explained that this is an ordinance to prevent a property with delinquent taxes if it should suffer a fire loss, that the shortfall to the township should be satisfied.

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, second the motion and carried to close the public hearing. **All voted Aye on Roll Call Vote.**

ORDINANCE NO. 17 – 08 – 2013

AN ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY REGARDING FIRE INSURANCE CLAIMS

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

Section 1. Conditions for payment of claims by insurance company.

No insurance company authorized to issue fire insurance policies in the State of New Jersey shall pay to a claimant any claim in excess of \$2,500 for fire damages on any real property located within the Township of Kingwood pursuant to any fire insurance policy issued or

renewed after the adoption of this chapter and the filing of this chapter with the State Commissioner of Insurance, until such time as:

- A. All taxes and assessments and all other municipal liens or charges due and payable appearing on the official certificate of search for municipal liens pursuant to N.J.S.A. 54:512 shall have been paid either by the owner of such real property or by the insurance company; or
- B. The insurance company receives an official certificate, on a form approved by the Township Committee and certified by the Clerk stating that there is no demolition required on the property or, alternately, that the costs of demolition have been paid. If the demolition has not yet occurred on the date of receipt by the township of a request for execution of the certificate required by this section, the insured shall provide on that certificate an estimate of the anticipated cost of demolition to the township, which shall hold the funds in an interest-bearing escrow account in a state or federally chartered bank, savings bank or savings and loan association in this state, as a guarantee that the demolition will be accomplished according to law. Any request, pursuant to this section for an official certificate of search for municipal liens shall specify that the search concerns fire-damaged property; or
- C. The municipality submits to the insurance company a certified copy of a resolution adopted pursuant to Section II of this chapter. In the event of such a resolution, a certified copy of said resolution shall be sent to the insurance company authorizing the insurance company to make full payment on the claim to the insured.

Section II. Agreement to pay by installments.

- A. The Township Committee of the Township of Kingwood may by resolution enter into an agreement with the owner of any fire-damaged property situated in the Township of Kingwood to pay in full all delinquent taxes, assessments or other municipal liens by installments pursuant to N.J.S.A. 54:5-19 or for the redemption of a tax sale lien by installment payments pursuant to Article 7 of Chapter 5 of Title 54 of the Revised Statutes of New Jersey, if the Township Committee is satisfied that the claim for fire damages is to be used to restore or improve the fire- damaged property, or, alternately, if the full estimated cost of demolition has been paid to the municipality or the damaged structure has been demolished in accordance with law.
- B. In the event of such a resolution's being adopted, a certified copy of said resolution shall be sent to the insurance company to make full payment on the claim to the insured.

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, second the motion and carried to adopt the foregoing Ordinance.

Roll Call Vote: AYE - Haywood, Lubitz
 NAY - None
 ABSTAIN - None
 ABSENT - Dodds

ORDINANCE

ORDINANCE NO. 17-10-2013 AN ORDINANCE TO PROVIDE FOR THE RESURFACING OF ROADS AS A GENERAL IMPROVEMENT FOR THE TOWNSHIP OF KINGWOOD IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY AND APPROPRIATING \$50,000.00 FROM THE CAPITAL IMPROVEMENT FUND –

Introduction and Adoption on First Reading

Mayor Lubitz read aloud the ordinance by title, which was then introduced:

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, second the motion and carried to adopt on first reading **ORDINANCE NO. 17-10-2013 AN ORDINANCE TO PROVIDE FOR THE RESURFACING OF ROADS AS A GENERAL IMPROVEMENT FOR THE TOWNSHIP OF KINGWOOD IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY AND APPROPRIATING \$50,000.00 FROM THE CAPITAL IMPROVEMENT FUND.**

Roll Call Vote: AYE - Haywood, Lubitz
 NAY - None
 ABSTAIN - None
 ABSENT - Dodds

Consideration of final adoption at a public hearing is scheduled for Thursday, May 2, 2013 at a meeting beginning at 7:00 P.M. at the municipal building.

ORDINANCE

ORDINANCE NO. 17-11-2013 TO PROVIDE FOR THE PURCHASE AND INSTALLATION OF BULLET RESISTANT GLASS FOR THE KINGWOOD TOWNSHIP MUNICIPAL COURT AS A GENERAL IMPROVEMENT FOR THE TOWNSHIP OF KINGWOOD IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY AND APPROPRIATING \$6,100.00 FROM THE CAPITAL IMPROVEMENT FUND – Introduction and Adoption on First Reading

Mayor Lubitz read aloud the ordinance by title, which was then introduced:

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, second the motion and carried to adopt on first reading **ORDINANCE NO. 17-11-2013 TO PROVIDE FOR THE PURCHASE AND INSTALLATION OF BULLET RESISTANT GLASS FOR THE KINGWOOD TOWNSHIP MUNICIPAL COURT AS A GENERAL IMPROVEMENT FOR THE TOWNSHIP OF KINGWOOD IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY AND APPROPRIATING \$6,100.00 FROM THE CAPITAL IMPROVEMENT FUND.**

Roll Call Vote:	AYE	- Haywood, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Dodds

Consideration of final adoption at a public hearing is scheduled for Thursday, May 2, 2013 at a meeting beginning at 7:00 P.M. at the municipal building.

ORDINANCE

ORDINANCE NO. 17-12-2013 AN ORDINANCE TO PROVIDE FOR THE PURCHASE OF EQUIPMENT FOR KINGWOOD TOWNSHIP'S OFFICE OF EMERGENCY MANAGEMENT AS A GENERAL IMPROVEMENT FOR THE TOWNSHIP OF KINGWOOD IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY AND APPROPRIATING \$20,000.00 FROM THE CAPITAL IMPROVEMENT FUND –

Introduction and Adoption on First Reading

Mayor Lubitz read aloud the ordinance by title, which was then introduced:

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, second the motion and carried to adopt on first reading **ORDINANCE NO. 17-12-2013 AN ORDINANCE TO PROVIDE FOR THE PURCHASE OF EQUIPMENT FOR KINGWOOD TOWNSHIP'S OFFICE OF EMERGENCY MANAGEMENT AS A GENERAL IMPROVEMENT FOR THE TOWNSHIP OF KINGWOOD IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY AND APPROPRIATING \$20,000.00 FROM THE CAPITAL IMPROVEMENT FUND.**

Mayor Lubitz explained that this is going to allow the township to purchase communication equipment, which will allow the Emergency Management Coordinator, the Kingwood Fire Department and the Kingwood Rescue Squad to all communicate on the same frequency, which they are unable to do now. He explained that this appropriation represents a small amount that has been generated by our Emergency Management Coordinator through FEMA grants. He stated that there is no tax payer money going into this purchase, but just a portion of what the township's EMC was able to generate from our FEMA grant.

Roll Call Vote: **AYE** - Haywood, Lubitz
 NAY - None
 ABSTAIN - None
 ABSENT - Dodds

Consideration of final adoption at a public hearing is scheduled for Thursday, May 2, 2013 at a meeting beginning at 7:00 P.M. at the municipal building.

RESOLUTIONS

Resolution No. 2013-36 - Authorization to Establish a New Petty Cash Fund

The following Resolution was introduced:

RESOLUTION NO. 2013 - 36

AUTHORIZATION TO ESTABLISH A NEW PETTY CASH FUND

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund in any county or municipality by application and resolution; and

WHEREAS, it is the desire of the Township of Kingwood, County of Hunterdon to establish such fund for the Township of Kingwood in the amount of \$150.00; and

WHEREAS, the custodian of this fund is Diane Laudenbach, CFO, who is bonded for the aggregate amount of \$1,000,000; and

WHEREAS, such custodian shall maintain records for this fund in a manner conducive to proper accounting and auditing procedures.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey hereby authorizes such action and that two certified copies of this resolution shall be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair second the motion and carried to adopt the foregoing Resolution.

Roll Call Vote: **AYE** - Haywood, Lubitz
 NAY - None
 ABSTAIN - None
 ABSENT - Dodds

Resolution No. 2013-37 - Cancel General Capital Reserve Balance

RESOLUTION

The following Resolution was introduced:

Original Authorization	Project Description	Source of Funding	Amount Cancelled	RESOLUTION NO. 2013 - 37
\$5,000.00	FAO – Building Remediation Project	Capital Improvement Fund	\$5,000.00	RESOLUTION TO CANCEL GENERAL CAPITAL RESERVE
BALANCE				

WHEREAS, the General Capital Improvement reserve balance indicated below remains dedicated to a project now completed; and

WHEREAS, it is necessary to formally cancel said balance so that the unexpended balance may be returned to the appropriate source of funding.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey, that the Chief Financial Officer be authorized to cancel the unexpended and dedicated balances of the following general capital reserve:

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair second the motion and carried to adopt the foregoing Resolution.

Roll Call Vote:	AYE	- Haywood, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Dodds

Resolution No. 2013-38 – Approval of LOSAP Lists for Y2012

RESOLUTION

The following Resolution was introduced:

APPROVAL OF LOSAP LISTS FOR Y2012

RESOLUTION NO. 2013 – 38

WHEREAS, the Kingwood Township Volunteer Fire Company and Kingwood Township First Aid and Rescue Squad have provided to the Township Committee annual certification identifying all active volunteer members who have qualified for credit for the year; and

WHEREAS, after initial review by the Township Committee the lists have been posted in the respective buildings of each participating emergency service organization for a period of at least 30 days for review by members; and

WHEREAS, there has been no objection or complaint received from any member of those organizations or from the organizations themselves, or the lists have been corrected, and the lists have again been reviewed by the Township Committee;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey that the attached lists indicating qualified members for each agency for the respective year and amounts are approved.

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair second the motion and carried to adopt the foregoing Resolution.

Roll Call Vote:	AYE	- Haywood, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Dodds

Resolution No. 2013-39 - Correction to DPW Agreement

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2013 - 39

RESOLUTION AUTHORIZING THE MAYOR AND CLERK TO APPROVE A CORRECTION TO THE AGREEMENT WITH LOCAL UNION NO. 469

WHEREAS, the Township Of Kingwood (“Township”) and Local Union No. 469 Affiliated With the International Brotherhood of Teamsters, Chauffeurs, Warehousemen and Helpers of America (“Union”) entered into an Agreement effective January 1, 2011 through December 31, 2013 (“Agreement”), for the purpose of setting forth in a contract provisions governing wages, hours of work, and terms and conditions of employment of members of the Union employed by the Township; and

WHEREAS, The Township and the Union had entered into a prior Agreement, effective January 1, 2008 to December 31, 2010 (“Prior Agreement”); and

WHEREAS, the Prior Agreement contained terms in “Article XXX, SICK LEAVE, Section 3., (a), (b) and (c), which both the Township and the Union intended to leave unchanged in the Agreement, effective January 1, 2011 through December 31, 2013; and

WHEREAS, through inadvertence, “Article XXX, SICK LEAVE, Section 3., (a), (b) and (c) were omitted from the Agreement by mutual mistake; and

WHEREAS, The Township and the Union desire to correct the mutual mistake and include “Article XXX, SICK LEAVE, Section 3., (a), (b) and (c) in the current Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey;

1. The Mayor and Committee approve the correction of the Agreement of the Township with Local Union No. 469 Affiliated With the International Brotherhood of Teamsters, Chauffeurs, Warehousemen and Helpers of America, effective January 1, 2011 through December 31, 2013 by deleting “Article XXX, SICK LEAVE, Section 3.” in its entirety and replacing it with the corrected language as follows:

SECTION 3. Sick leave shall be earned in the following manner:

(a) One day for each full month of service with the Employer during the first year of employment.

(b) Twelve days per year for each year of service with the Employer thereafter, beginning with the second year of employment.

(c) Sick leave entitlement shall be cumulative from year to year, said accumulation having commenced on January 1, 1987.

(d) Upon retirement or resignation from the employ of the Township, except in case of firing which is upheld per this contract, all employees who have worked for Kingwood Township continuously for at least ten (10) years will be paid at the current rate of pay for all accrued, but unused sick leave, up to sixty (60) days.

2. All other sections of the Agreement shall remain unchanged.

2. The Union shall signify its acceptance of this correction by executing 2 certified copies of this Resolution as set forth below, one of which will be kept with the Agreement by the Township, and the other which will be supplied to the Union.

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair second the motion and carried to adopt the foregoing Resolution.

Roll Call Vote: **AYE** - **Haywood, Lubitz**
 NAY - **None**
 ABSTAIN - **None**
 ABSENT - **Dodds**

Resolution No. 2013-40 - Recycling Tonnage Grant

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2013 - 40

RECYCLING TONNAGE GRANT

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

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

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

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

WHEREAS, a resolution authorizing this municipality to apply for the 2012 Recycling Tonnage Grant will memorialize the commitment of this municipality to recycling and indicate the assent of the Kingwood Township Committee to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, such a resolution should designate the individual authorized to ensure that the application is properly completed and timely filed; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood that the Township of Kingwood hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Sandra McNicol to ensure that the said Application is properly filed; and

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

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair second the motion and carried to adopt the foregoing Resolution.

Mayor Lubitz briefly reviewed the resolution.

Roll Call Vote:	AYE	- Haywood, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Dodds

NEW BUSINESS

Trash Dumping Complaint – Old Route 12

Mayor Lubitz reviewed a letter of complaint regarding trash being dumped on Route 12. He noted that no one likes to see this along the roads. EMC, Jack MacConnell suggested putting signs up with fines. The Committee Members agreed to e-mail the pictures of information to the State Police with suggestions for signs to be put up, and also to keep an eye out for those individuals that are littering.

Discuss Roadside Clean-Up Day

Mayor Lubitz asked how this idea came about to have a roadside clean-up day. Sandra McNicol was present and explained that there were several residents that recommended that there be a clean-up day and that they would help out. She stated that the idea was discussed at the Environmental Commission meeting and that the members thought it may be a liability to the township to have residents walking along the township roads picking up garbage and thought it might not be a smart idea for the Environmental Commission to be the sponsor of this clean-up day. Jack MacConnell suggested the township look into “Adopt a Highway Program” and gave a few other ideas. Mayor Lubitz noted that there have been several groups such as scouts, church groups and other non-profit organizations that have done clean-up projects. He noted that one of the ways the township supports these groups is by supplying items for a clean-up project and by supporting them with donations, which the State allows the township to do by using Clean Communities Grant funds. He stated it is a way to get our roads cleaned and also a way to support our local groups. Sandra McNicol stated that this clean-up day is scheduled for April 13th and will be all volunteers. It was suggested that the best location to have this clean-up project would be along the park and school walkway where there are a lot of bags and garbage that blow into the trees and woods from the recycling center. She stated that they would not be going near any roads where there would be traffic.

Request for Leave of Absence

The Committee Members reviewed a request for a leave of absence from a member of the Parks and Recreation Committee.

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, second the motion and carried to accept from Ronald Hartpence his requesting for a leave of absence from the Parks and Recreation Committee and the Housing Board.

Roll Call Vote:	AYE	- Haywood, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Dodds

OLD BUSINESS

Clean Up Day Program Quotations

Clerk MacConnell reported that the township is still waiting to hear from the State whether the township will be receiving any clean communities monies. Mayor Lubitz asked that this be added to the agenda for next month.

Appointment to the Advisory Panel to Parks and Recreation Committee

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, second the motion and carried to appoint Sharon Lightner, as a member to the Advisory Panel to the Parks and Recreation Committee for a term to expire on 12/31/2013.

Mayor Lubitz noted that he welcomes Sharon Lightner to the Parks and Recreation Committee.

Roll Call Vote:	AYE	- Haywood, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Dodds

(SADC) The State Agriculture Development Committee

Mayor Lubitz noted that the State Agriculture Development Committee (SADC) received an application to sell a development easement on Block 14, Lot 20. He explained that the (SADC) administers the Farmland Preservation Program and is authorized to purchase development easements on farmland. He stated that this is a voluntary program on the part of the landowner, with no threat of eminent domain proceedings by the (SADC) to acquire the property. Mayor Lubitz explained this is a confirmation letter, which needs to be approved by the township with their support of the preservation of this property Block 14, Lot 20.

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, second the motion and carried to approve by signing a confirmation letter that the township has received notice from the (SADC) regarding the application for farmland preservation on Block 14, Lot 20 and that the township supports the preservation of this property.

Roll Call Vote: **AYE** - Haywood, Lubitz
 NAY - None
 ABSTAIN - None
 ABSENT - Dodds

MINUTES

February 25, 2013 Special Meeting

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, seconded the motion and carried to adopt the minutes of the February 25, 2013 Special Meeting for the Township Committee.

Roll Call Vote: **AYE** - Haywood, Lubitz
 NAY - None
 ABSTAIN - None
 ABSENT - Dodds

March 7, 2013 Regular Meeting

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, second the motion and carried to adopt the minutes of the March 7, 2013 Regular Meeting for the Township Committee.

Roll Call Vote: **AYE** - Lubitz
 NAY - None
 ABSTAIN - Haywood
 ABSENT - Dodds

March 7, 2013 Executive Session

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, seconded the motion and carried to adopt the minutes of the March 7, 2013 Executive Session Meeting for the Township Committee.

Roll Call Vote: **AYE** - Lubitz
 NAY - None
 ABSTAIN - Haywood
 ABSENT - Dodds

May 20, 2002 Regular Meeting

2013 – 125

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, second the motion and carried to adopt the minutes of the May 20, 2002 Regular Meeting for the Township Committee.

Roll Call Vote:	AYE	- Haywood, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Dodds

June 3, 2002 Special Meeting

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, seconded the motion and carried to adopt the minutes of the June 3, 2002 Special Meeting for the Township Committee.

Roll Call Vote:	AYE	- Haywood, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Dodds

June 17, 2002 Regular Meeting

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, second the motion and carried to adopt the minutes of the June 17, 2002 Regular Meeting for the Township Committee.

Mayor Lubitz commented on whether it is legal for an officer of a bank who is an employee of the township to vote that the bank be a depository for municipal funds. Attorney Kopen stated that this would be a conflict of interest.

Roll Call Vote:	AYE	- Haywood, Lubitz
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Dodds

June 17, 2002 Executive Session

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, seconded the motion and carried to adopt the minutes of the June 17, 2002 Executive Session Meeting for the Township Committee.

Roll Call Vote: **AYE** - Haywood, Lubitz
 NAY - None
 ABSTAIN - None
 ABSENT - Dodds

EXECUTIVE SESSION – RESOLUTION NO. 2013 - 41

The following Resolution was introduced to enter into closed session at approximately 8:45P.M. :

RESOLUTION NO. 2013 –41

WHEREAS, Section 7 of the Open Public Meetings Act, Chapter 231 P.L. 1975 (R.S.10:4-13) permits the exclusion of the public from a meeting or a portion of a meeting of this public body in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist;

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

1. The public shall be excluded from the meeting or a portion of a meeting at which this public body discusses the hereinafter specified subject matter.
2. The general nature of the subject matter to be discussed is as follows:

**Personnel – Clean Communities Coordinator/Recycling
Coordinator/Construction Code Technical Assistant**

3. The time when the circumstances under which the discussions conducted in closed session of this public body can be disclosed to the public is as follows:

The minutes of the closed session will be made public upon conclusion, dismissal or settlement of litigation; or final resolution of agreements or personnel matters; and in any event, when appropriate pursuant to N.J.S.A. 10:4-7 and 13.

4. This resolution shall take effect immediately.
5. The Township Committee may take additional action upon returning to regular session.

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, second the motion and carried to adopt the foregoing Resolution.

Roll Call Vote:	Aye	-	Haywood, Lubitz
	Nay	-	None
	Abstain	-	None
	Absent	-	Dodds

RETURN TO REGULAR SESSION

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair second the motion and carried to return to regular session at 9:05P.M. **All** voted **Aye** on **Roll Call Vote**.

Deputy Mayor Haywood explained that the Frenchtown Green Team in interested in holding a joint rummage sale with Kingwood Township's Green Team at the Horseshoe Bend Park Morton Building. Mayor Lubitz recommended that she speak to the Parks and Recreation Committee to obtain approval and to find out what they will needed to do to schedule a rummage sale at the Horseshoe Bend Park.

There was a brief discussion regarding whether ordinances that are introduced and need to be published should be published or by summary only. It was recommended by Attorney Kopen that ordinances should be published in full when they are introduced. The Committee Members agreed.

ADJOURNMENT

It was moved by Mrs. Haywood, Mayor Lubitz stepped down, second the motion and carried to adjourn the meeting at 9:15P.M. **All** voted **Aye** on **Roll Call Vote**.

Respectfully Submitted,

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