

**KINGWOOD TOWNSHIP COMMITTEE  
SPECIAL MEETING AGENDA**

**December 18, 2013 – 3:00PM**

**Call to Order**

**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 December 12, 2013 and by telefaxing copies of the notice to the Express Times and Star Ledger on December 9, 2013. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on December 9, 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.**

**Resolution No. 2013-119 – Executive Session**

**Personnel – Interview Applicants for Dog Licensing Position**

**Return to Regular Session**

**Vote to Employ Dog Licensing Official**

**Resolution No. 2013-120 – 2013 Budget Appropriation Transfers**

**Vote to Approve Bills and Claims**

**Approve to Obtain High Speed Internet**

**Discuss 2014 Municipal Appointments**

**Adjournment**

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**December 18, 2013  
Township Committee  
Special Meeting Minutes**

A Special Meeting of the Kingwood Township Committee was called to order at 3:05P.M. with Mayor Lubitz.

Also present at the meeting were Deputy Mayor Haywood, Committeeman Dodds, and Clerk MacConnell. Following the salute to the Flag, Mayor Lubitz read aloud the following:

**NOTICE REQUIREMENTS**

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**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.**

**EXECUTIVE SESSION – RESOLUTION NO. 2013-119**

The following Resolution was introduced to enter into closed session at approximately 3:06P.M.:

**RESOLUTION NO. 2013 –119**

**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 – Interview Applicants for Dog Licensing Position**

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 Mr. Dodds, seconded by Mrs. Haywood and carried to adopt the foregoing Resolution.

<b>Roll Call Vote:</b>	<b>Aye</b>	-	<b>Dodds, Haywood, Lubitz</b>
	<b>Nay</b>	-	<b>None</b>
	<b>Abstain</b>	-	<b>None</b>
	<b>Absent</b>	-	<b>None</b>

**RETURN TO REGULAR SESSION**

It was moved by Mr. Dodds, seconded by Mrs. Haywood and carried to return to regular session at 4:46P.M. All voted **Aye** on **Roll Call Vote**.

**VOTE TO EMPLOY DOG LICENSE OFFICIAL**

It was moved by Mrs. Haywood, seconded by Mr. Dodds and carried to employ Sandra McNicol as the Dog License Official for Kingwood Township with a salary of \$2,350.00, hire date of 12-18-2013.

**Resolution No. 2013-120 – 2013 Budget Appropriation Transfers**

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2013 – 120**

**2013 BUDGET APPROPRIATION TRANSFERS**

**BE IT RESOLVED**, by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey, that the Chief Financial Officer be authorized to make the following transfers within the 2013 Budget Appropriations:

<b>FROM ACCOUNT</b>	<b>TO ACCOUNT</b>	<b>AMOUNT</b>
Municipal Court O/E	Municipal Court S/W	\$500.00
Roads O/E	Roads – Vehicle Maintenance	\$1000.00
Buildings & Grounds O/E	Planning Board O/E	\$5000.00

**TOTAL TRANSFERRED:**

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

**Roll Call Vote:**

<b>Aye</b>	-	<b>Dodds, Haywood, Lubitz</b>
<b>Nay</b>	-	<b>None</b>
<b>Abstain</b>	-	<b>None</b>
<b>Absent</b>	-	<b>None</b>

**VOTE TO APPROVE BILLS AND CLAIMS**

It was moved by Mrs. Haywood, seconded by Mr. Dodds and carried to approve and pay all bills and claims in the amount of **\$79,024.86** that are in order and attached as Bill List for December 18, 2013.

**Roll Call Vote:**

<b>AYE</b>	-	<b>Dodds, Haywood, Lubitz</b>
<b>NAY</b>	-	<b>None</b>
<b>ABSTAIN</b>	-	<b>None</b>
<b>ABSENT</b>	-	<b>None</b>

**APPROVAL TO OBTAIN HIGH SPEED INTERNET**

Committeeman Dodds reviewed the options for high speed internet in the municipal offices. He explained that it offers offsite storage and even a service for emergency situations.

It was moved by Mr. Dodds, seconded by Mrs. Haywood and carried to approve the purchase for high speed internet through Pen Tele Data with a monthly fee of \$124.95.

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

**DISCUSS 2014 MUNICIPAL APPOINTMENTS**

The Committee Members reviewed the municipal appointments for 2014.

**ADJOURNMENT**

It was moved by Mrs. Haywood, seconded by Mr. Dodds and carried to adjourn the meeting at 5:08P.M. All voted **Aye** on **Roll Call Vote**

**Respectfully Submitted,**

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