

2014 – 01

**JANUARY 2, 2014  
REORGANIZATIONAL MEETING**

The Kingwood Township Committee met on the above date at 6:00 P.M. at their reorganizational meeting for 2014.

Present at the meeting were Township Committee Members Phillip Lubitz, Diana Haywood, Richard Dodds, Attorney Judith Kopen, Judge John Petronko, Deputy Clerk Cynthia Keller, CFO Diane Laudenbach and, Clerk Mary MacConnell. Clerk Mary MacConnell 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 December 26, 2013 and by telefaxing copies of the notice to the Express Times and Star Ledger on December 20, 2013. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on December 20, 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.**

**OATH OF OFFICE FOR TOWNSHIP COMMITTEEWOMAN**

Judge Petronko administered the Oath of Office to Diana Haywood, for a new three year term as Township Committeewoman.

**ELECTION OF MAYOR**

It was moved by Mr. Dodds, seconded by Mrs. Haywood and carried to elect Phillip Lubitz as Mayor to the Kingwood Township Committee for the year 2014.

<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>

**OATH OF OFFICE FOR MAYOR**

Judge Petronko administered the Oath of Office to Phillip Lubitz, as Mayor for the Kingwood Township Committee for the year 2014.

**ELECTION OF DEPUTY MAYOR**

It was moved by Mrs. Haywood, Mayor Lubitz stepped down from the Chair, second the motion and carried to elect, Richard Dodds as the Deputy Mayor for the year 2014.

<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>

**OATH OF OFFICE FOR DEPUTY MAYOR**

Judge Petronko administered the Oath of Office to Richard Dodds, for the position of Deputy Mayor for the year 2014.

Mayor Lubitz commented the Oath of Office and how he feels it indicates the whole purpose of the Township Committee, volunteers and employees of the township.

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2014 - 01**

**ELECTION OF MAYOR**

**BE IT RESOLVED** that Phillip Lubitz is hereby elected as Mayor of Kingwood Township for the calendar year 2014 and until the qualification of a successor.

**ELECTION OF DEPUTY MAYOR**

**BE IT RESOLVED** that Richard Dodds is hereby elected as Deputy Mayor of Kingwood Township for the calendar year 2014 and until the qualification of a successor.

It was moved by Mrs. Haywood, seconded by Mr. Dodds 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>

**MUNICIPAL AND MAYORAL APPOINTMENTS FOR 2014**

**2014 – 03**

Mayor Lubitz, Deputy Mayor Dodds and Committeewoman Haywood read aloud the following New Municipal Appointments for 2014:

**MUNICIPAL APPOINTMENTS 2014**

<u>POSITION</u>	<u>TERM</u>	<u>ENDING</u>	<u>NAME</u>
Deputy Clerk	3 Year	12/31/16	Cynthia L. Keller
Auditor	1 Year	12/31/14	Bill Colantano (Colantano P.C.)
Attorney	1 Year	12/31/14	Judith Kopen (Gebhardt & Kiefer P.C.)
Land Use Boards Atty.	1 Year	12/31/14	David Pierce (L.M.E.C. P.C.)
Engineer	1 Year	12/31/14	Thomas Decker (VanCleaf Eng.)
Twp. Planner	1 Year	12/31/14	David Banisch (Banisch Assoc.)
Deputy EMC	1 Year	12/31/14	Mary E. MacConnell
Dog Registrar	1 Year	12/31/14	Sandra McNicol
Animal Control Officer	1 Year	12/31/14	Animal Control Solutions
911 Coordinator	1 Year	12/31/14	David Gill
Tax Search Officer	1 Year	12/31/14	Diane Laudenbach
Assessment Search Officer (RS54:5.18.1)	1 Year	12/31/14	Mary E. MacConnell
Affirmative Action Officer	1 Year	12/31/14	Mary E. MacConnell
Clean Communities Coord.	1 Year	12/31/14	Sandra McNicol
Recycling Coord.	1 Year	12/31/14	Sandra McNicol
Perc & Soil Log Officer	1 Year	12/31/14	Van Cleef Eng. Assoc.
Open Space/CADB Liaison	1 Year	12/31/14	Elizabeth Schmid
Local Historian	1 Year	12/31/14	Sal DeSapio
Zoning Officer	1 Year	12/31/14	John Barczyk
General Code Enforcement Officer	1 Year	12/31/14	John Barczyk
Deputy Zoning/Code Enforcement Official	1 Year	12/31/14	William Sidote
Construction Code Tech Assistant	1 Year	12/31/14	Vacant
Park Directors	1 Year	12/31/14	Jeffrey & Brenda Frischer
County Mun. Coord. For the Office of Aging	1 Year	12/31/14	Marge Augustine
Mun. Housing Liaison	3 Year	12/31/16	Diane Laudenbach
Custodian	1 Year	12/31/14	Rosemarie Dipple
Qualified Purchasing Agt.	1 Year	12/31/14	Diane Laudenbach

**BOARD OF HEALTH**

Governing Body Member	1 Year	12/31/14	Diana Haywood
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Citizen Member	4 Year	12/31/17	Vacant
Alternate#2	2 Year	12/31/15	Vacant

RECYCLING COMMITTEE

Governing Body Member	1 Year	12/31/14	Diana Haywood
SWAC Representative	1 Year	12/31/14	Sandra McNicol
Citizen Member			

BOARD OF ADJUSTMENT

Citizen Member	4 Year	12/31/17	Lee Frank
	4 Year	12/31/17	MaryLou Haring
Alternate#1 Unexpired Term	2 Year	12/31/14	Cynthia Ostergaard
Alternate #2	2 Year	12/31/15	Vacant

RECREATION COMMISSION

Governing Body Member	1 Year	12/31/14	Richard Dodds
Citizen Member	3 Year	12/31/16	Vacant

PARKS AND RECREATION COMMITTEE

Recr. Comm. Member	1 Year	12/31/14	Richard Dodds
Citizen Member	3 Year	12/31/16	Heidi Diminick
	3 Year	12/31/16	Ronald Hartpence
	3 Year	12/31/16	Chuck Kolvites

CITIZEN ADVISORY PANEL TO PARKS AND RECREATION COMMITTEE

Citizen Members	1 Year	12/31/14	Eugene Hill
	1 Year	12/31/14	Anthony Gioffre
	1 Year	12/31/14	Michele Mauzerall
	1 Year	12/31/14	Sharon Lightner
	1 Year	12/31/14	Cheryl Salerno
	1 Year	12/31/14	Vacant
	1 Year	12/31/14	Vacant

MUNICIPAL COURT

Judge	3 Year	12/31/16	John Petronko
Sub-Court Administrator	1 Year	12/31/14	Cynthia Hooven
Prosecutor	1 Year	12/31/14	Mary Mott

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**MUNICIPAL COURT CONTINUED**

Sub-Prosecutor	1 Year	12/31/14	Robert Ballard
Public Defender	1 Year	12/31/14	Scott Wilhelm
Sub-Public Defender	1 Year	12/31/14	John Caleca
Court Recorder	1 Year	12/31/14	Tracy Miller
Sub-Court Recorder	1 Year	12/31/14	Cynthia Keller
Municipal Court Security Officer	1 Year	12/31/14	George Kurzenknabe
Sub-Court Security Guard	1 Year	12/31/14	Douglas Schrade

**SOLID WASTE ADVISORY COUNCIL**

SWAC Representative	1 Year	12/31/14	Sandra McNicol
Alternate Member	1 Year	12/31/14	Diana Haywood

**EMERGENCY MANAGEMENT COUNCIL**

Members	1 Year	12/31/14	Mary E. MacConnell
	1 Year	12/31/14	Phillip Lubitz
	1 Year	12/31/14	Thomas Leone
	1 Year	12/31/14	Diane Laudenbach
	1 Year	12/31/14	Diane Hanley
	1 Year	12/31/14	Robert Hanley Sr.
	1 Year	12/31/14	Richard Dodds
	1 Year	12/31/14	Harold Ryan
	1 Year	12/31/14	Jason Narbonne

**SECRETARIES**

Board of Adjustment	1 Year	12/31/14	Barbara Wilson
Board of Health	1 Year	12/31/14	Diane Laudenbach
Planning Board	1 Year	12/31/14	Diane Laudenbach
Parks and Recreation	1 Year	12/31/14	Cynthia L. Keller
Environmental Comm.	1 Year	12/31/14	Cynthia L. Keller
OpenSpace/Ag Comm.	1 Year	12/31/14	Cynthia L. Keller
Housing Board	1 Year	12/31/14	Cynthia L. Keller

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MAYORAL APPOINTMENTS

ENVIRONMENTAL COMMISSION

Governing Body Liaison	1 Year	12/31/14	Diana Haywood
Citizen Members	3 Year	12/31/16	Lois Voronin
Alternate#2	2 Year	12/31/15	Willard Reasoner

PLANNING BOARD

Class I (Mayor)	1 Year	12/31/14	Phillip Lubitz
Class III (Governing Body Member)	1 Year	12/31/14	Richard Dodds
Class IV (Citizen Members)			
Alternate#2	2 Year	12/31/15	Vacant

COMMERCIAL AND INDUSTRIAL COMMITTEE

Governing Body Member	1 Year	12/31/14	Phillip Lubitz
Citizen Members			
BOE Member	3 Year	12/31/15	Vacant
	3 Year	12/31/16	Eric Herbel
	3 Year	12/31/16	Vacant

AGRICULTURE ADVISORY COMMITTEE

Governing Body Member	1 Year	12/31/14	Richard Dodds
Citizen Members	3 Year	12/31/16	Ed Kralovich
	3 Year	12/31/16	Susan Goeckeler

OPEN SPACE ADVISORY COMMITTEE

Governing Body Member Mayor	1 Year	12/31/14	Phillip Lubitz
Governing Body Member	1 Year	12/31/14	Diana Haywood
Citizen Members	3 Year	12/31/16	Heather Haberle

COUNCIL ON AFFORDABLE HOUSING BOARD

COAH Liaison	1 Year	12/31/14	Phillip Lubitz
Municipal Housing Liaison	3 Year	12/31/16	Diane Laudenbach

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**HOUSING BOARD**

Citizen Member	1 Year	12/31/14	Phillip Lubitz
	1 Year	12/31/14	James Wells
	1 Year	12/31/14	Norman Reim
	1 Year	12/31/14	Cynthia Ostergaard
	1 Year	12/31/14	Nancy Good
	1 Year	12/31/14	Vacant

**CROSS ACCEPTANCE COMMITTEE**

Governing Body Members	1 Year	12/31/14	Richard Dodds
	1 Year	12/31/14	Elaine Niemann
	1 Year	12/31/14	James R. Golden Jr.
	1 Year	12/31/14	John Mathieu
	1 Year	12/31/14	Vacant

**SUSTAINABLE KINGWOOD TEAM**

Governing Body Member	1 Year	12/31/14	Diana Haywood
Environmental Member	1 Year	12/31/14	Vacant
Environmental Member	1 Year	12/31/14	Tim Cahalin
Citizen Rep. Scouts	1 Year	12/31/14	Mary Beck
B.O.E. K.T.S.	1 Year	12/31/14	Donna Herbel
Citizen Rep. Member	1 Year	12/31/14	Eric Scher
Citizen Rep. Member	1 Year	12/31/14	Willard Reasoner

**INSURANCE FUND COMMISSION**

Governing Body Member	1 Year	12/31/14	Diana Haywood
Municipal Official C.F.O.	1 Year	12/31/14	Diane Laudenbach
Municipal Official Twp. Clerk	1 Year	12/31/14	Mary E. MacConnell

Judge Petronko administered the Oath of Office to all members who were appointed on the list. Mayor Lubitz thanked everyone who serves as a volunteer for the township on the Committees, Commissions, and Boards, and for coming to the meeting this evening.

**RESOLUTION**

The following Resolution was introduced:

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**RESOLUTION NO. 2014 - 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 2014.

It was moved by Mrs. Haywood, seconded by Mr. Dodds 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>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2014 - 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 2014.

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>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2014 - 01C**

**OPEN PUBLIC MEETINGS ACT**



**2014 – 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 2014 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.

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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. 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>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2014 – 01D  
RESOLUTION DESIGNATING AGENT FOR  
SOCIAL SECURITY AND PENSION**

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

**NOW, THEREFORE, BE IT RESOLVED** that the Chief Financial Officer Diane Laudenbach be appointed as certified agent to prepare all necessary forms for Social Security and Pension payments, and be authorized to receive payments on behalf of the Township of Kingwood for both the State of New Jersey and the Federal Government during the calendar year 2014.

**2014 – 11**

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>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2014 – 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.

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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>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2014 – 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. 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>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2014 - 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 Fulton Bank of New Jersey through 2014 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  
Snow Removal Trust Fund  
Construction Dept. Account  
Payroll Account

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

**BE IT FURTHER RESOLVED** that monies may also be deposited through 2013 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. 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>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2014 – 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 2014 in accordance with N.J.S.A. 40A:5-17.1.

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>

**RESOLUTION**

2014 – 15

The following Resolution was introduced:

**RESOLUTION NO. 2014-02**

**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 2014 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 2014; and

**WHEREAS**, one quarter of the total appropriations (exclusive of debt redemption, public assistance and capital improvements) in the 2013 Municipal Budget is \$595,616.45.

**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	\$1,500.00
SALARIES AND WAGES	\$30,500.00
OTHER EXPENSES	\$5,750.00

**ELECTIONS**

OTHER EXPENSES	\$500.00
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**GOVERNING BODY**

SALARIES AND WAGES	\$2,150.00
OTHER EXPENSES	\$750.00

**FINANCIAL ADMINISTRATION**

ANNUAL AUDIT	\$0.00
SALARIES AND WAGES	\$10,000.00
OTHER EXPENSES	\$3,000.00

**TAX ASSESSMENT ADMINISTRATION**

MAINTENANCE OF TAX MAP	
SALARIES AND WAGES	\$8,500.00
OTHER EXPENSES	\$500.00

**REVENUE ADMINISTRATION**

SALARIES AND WAGES	\$7,100.00
OTHER EXPENSES	\$2,100.00

**MUNICIPAL PROSECUTOR**

SALARIES AND WAGES	\$3,000.00
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**LEGAL SERVICES**

OTHER EXPENSES	\$5,500.00
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**ENGINEERING**

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OTHER EXPENSES	\$500.00
<b>PLANNING BOARD</b>	
SALARIES AND WAGES	\$5,000.00
OTHER EXPENSES	\$3,500.00
<b>ZONING BOARD</b>	
SALARIES AND WAGES	\$1,750.00
OTHER EXPENSES	\$1,000.00
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>	
SALARIES AND WAGES	\$700.00
OTHER EXPENSES	\$1,500.00
<b>INSURANCE</b>	
LIABILITY INSURANCE	\$25,000.00
WORKER'S COMPENSATION INSURANCE	\$7,500.00
EMPLOYEE GROUP INSURANCE	\$35,000.00
DENTAL/EYEGLASS BENEFITS	\$15,600.00
<b>MUNICIPAL COURT</b>	
SALARIES AND WAGES	\$14,250.00
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	\$500.00
<b>COMPLIANCE WITH COAH</b>	
SALARIES AND WAGES	\$375.00
OTHER EXPENSES	\$100.00
<b>STREETS AND ROAD MAINTENANCE</b>	
SALARIES AND WAGES	\$115,000.00
OTHER EXPENSES	\$25,000.00
GASOLINE	\$6,000.00
VEHICLE MAINTENANCE	\$5,000.00
<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	\$3,000.00
OTHER EXPENSES	\$7,500.00
<b>BOARD OF HEALTH</b>	
SALARIES AND WAGES	\$1,825.00
OTHER EXPENSES	\$1,500.00



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<b>PARKS AND PLAYGROUNDS</b>	
SALARIES AND WAGES	\$1,000.00
OTHER EXPENSES	\$1,000.00
<b>OPEN SPACE</b>	
SALARIES AND WAGES	\$700.00
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	\$5,000.00
TELEPHONE	\$2,750.00
HEATING FUEL OIL	\$15,000.00
SOLID WASTE	\$1,000.00
<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	\$300.00
<b>DCRP</b>	
OTHER EXPENSES	\$75.00
<b>TOTAL TEMPORARY APPROPRIATIONS:</b>	<b>\$428,550.00</b>
<b>BOND INTEREST PAYMENT</b>	
	\$11,546.25
<b>DEBT SERVICE</b>	
	\$11,546.25

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>

**Road Department Liaison**

It was moved by Mr. Dodds, seconded by Mrs. Haywood and carried to appoint Phillip Lubitz as the Road Department Liaison for the year 2014. All voted Aye on Roll Call Vote.

**PUBLIC COMMENTS – PRIVILEGE OF THE FLOOR**

No public comments.

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**Comments from Mayor and Township Committee**

Mayor Phillip Lubitz stated that he would like to keep this brief due to the weather so that everyone gets home safely. He thanked everyone for coming tonight and for serving on the Boards, Commissions and Committees. He noted that he will have more comments at the next meeting in February.

Deputy Mayor Richard Dodds stated that he is excited and feels the township will have another great year ahead.

Committeewoman Diana Haywood thanked everyone for electing her for a new three year term. She stated that she really is enjoying the position and looks forward to a great year ahead.

Mayor Lubitz invited everyone to stay for refreshments.

It was moved by Mr. Dodds, seconded by Mrs. Haywood and carried to adjourn the meeting at 6:31PM. **All** voted **Aye** on **Roll Call Vote**.

Respectfully submitted,

Cynthia L. Keller, RMC  
Deputy Clerk

