

# **KINGWOOD TOWNSHIP COMMITTEE**

## **Regular Meeting Agenda**

**February 6, 2014 – 7:00PM**

### **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 January 9, 2014 and by telefaxing copies of the notice to the Express Times and Star Ledger on January 6, 2014. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on January 6, 2014.**

**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.**

### **Roll Call**

### **Correspondence**

Thank You Letter from KTS Superintendent re: Road Department  
Letter & Info on Legislation from Dr Manal Sous re: Support of A4461 & A4464  
Letter from Superior Court of NJ re: Annual Visitation of Municipal Court  
E-mail from Resident D. Evans re: Hot Dog Man

### **Public Comment – Privilege of the Floor**

**Resolution No. 2014-06 – 2013 Budget Appropriation Transfers**

### **Bills and Claims**

### **Reports**

NJSP Report of December 2013  
Emergency Management Coordinator  
Animal Control Report of December 2013  
Animal Control Report – 2013 Annual  
Construction Reports of December 2013  
Court Report of December 2013

## February 6, 2014 Kingwood Township Committee Agenda Continued

### Reports Continued

Finance Department:

Tax Collector's Report of December 2013

Township Engineer's Report

SRECs

Environmental Commission Letter & Recommendations for Habitat Mgt. for HBP

### Future Meetings & Activities

**February 8** - Recycling at Township Garage from 9:00am-12:00noon

**March 6** - Monthly Meeting of Township Committee beginning at 7:00pm  
at Municipal Building

### Ordinances

**Ordinance No. 18-01-2014 To Exceed The Municipal Budget**

**Appropriation Limits And To Establish A Cap Bank (N.J.S.A. 40A:4-45.14) –**

Introduction and Adoption on First Reading

### Resolutions

**Resolution No. 2014-07** - Part Time Seasonal Workers

**Resolution No. 2014-08** - Substitute Inspector

**Resolution No. 2014-09** - Professional Services Agreements

**Resolution No. 2014-10** - Eagle Scout Doug Reichardt

**Resolution No. 2014-11** - Tax Sale Redemption

**Resolution No. 2014-12** - Refund of Excess Dog Licensing Fees

### New Business

LOSAP (Length of Service Awards Program)

Insulation Proposals for DPW Building

Louis Bay 2<sup>nd</sup> Future Municipal Leaders Scholarship Competition

2014 Clean Up Program

**Ordinance No. 18 – 02 – 2014 An Ordinance Amending Chapter 75A, “Fees” of the Code of the Township of Kingwood** - Introduction and Adoption on First Reading

Vote to Employ Construction Code Technical Assistant

Broadcasting Township Committee Meetings

Electronic Off Site Data Back Up

Planning Board Alternate Position

### Old Business

Recycling Area Cover/Enclosure

### Minutes

December 30, 2013 Special Meeting

December 30, 2013 Executive Session

## **February 6, 2014 Kingwood Township Committee Agenda Continued**

### **Minutes Continued**

January 2, 2014 Reorganizational Meeting

January 2, 2014 Regular Meeting

January 2, 2014 Executive Session

### **Executive Session – Resolution No. 2014 – 13**

Contract Negotiations - Habitat for Humanity B1 19 L 5

United Reformed Church B1 12 L 25

Possible Litigation – Block 14 Lot 28.01

### **Return to Regular Session**

### **Adjournment**

**PLEASE NOTE THIS AGENDA IS SUBJECT TO LAST MINUTE CHANGES**

2014 –

February 6, 2014

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 Richard Dodds, Committeewoman Diana Haywood, Attorney Judith Kopen, C.F.O. Diane Laudenbach, Deputy Clerk Cynthia Keller and Clerk Mary MacConnell. 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 9, 2014 and by telefaxing copies of the notice to the Express Times and Star Ledger on January 6, 2014. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on January 6, 2014.**

**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.**

**CORRESPONDENCE**

Thank You Letter from KTS Superintendent re: Road Department

Mayor Lubitz briefly reviewed a thank you letter from the Kingwood Township School Superintendent regarding the great job the DPW has done keeping the school parking lots and driveways plowed and salted during all the storms this winter.

Letter & Info on Legislation from Dr. Manal Sous re: Support of A4461 & A4464

Mayor Lubitz reviewed.

Letter from Superior Court of NJ re: Annual Visitation of Municipal Court

Mayor Lubitz reviewed.

E-mail from Resident D. Evans re: Hot Dog Man

The Committee Members reviewed an e-mail from resident D. Evans regarding the Hot Dog Man.

**2014 –**

It was noted by the Committee Members that they were not clear about what D. Evans was talking about, and that it may be a misunderstanding. Mayor Lubitz will be sending a letter to D. Evans in response to her message.

**PUBLIC COMMENT – PRIVILEGE OF THE FLOOR**

There were no public comments.

**Resolution No. 2014-06 – 2013 Budget Appropriation Transfers**

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2014 – 06**

**2014 RESERVE 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 Reserve Budget Appropriations:

<b>FROM ACCOUNT</b>	<b>TO ACCOUNT</b>	<b>AMOUNT</b>
Legal Other Expense	Board of Adjustment Other Expense	20.00
	Public Buildings and Grounds Other Expense	300.00
	Vehicle Maintenance Other Expense	1100.00
	Parks and Playgrounds Other Expense	50.00
<b>TOTAL</b>		
<b>TRANSFERRED:</b>		1470.00

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>

**BILLS AND CLAIMS**

2014 –

It was moved by Mr. Dodds, seconded by Mrs. Haywood and carried to approve and pay all bills and claims in the amount of **\$2,268,009.33** that are in order and attached as Bill List for February 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>

NJSP Report of December 2013

Mayor Lubitz briefly reviewed.

Emergency Management Coordinator

Emergency Management Coordinator Jack MacConnell was present at the meeting and briefly gave his report. He noted the township has just gotten through another major storm, which caused a lot of outages and road blockages due to wires and trees down. He explained that Deputy Mayor Dodds assisted him on Wednesday putting up road blocks. He stated that the Department of Public Works cannot be everywhere. Mr. MacConnell noted that he received a letter today from the Office of Emergency Management stating the township will be receiving funds electronically for Super Storm Sandy.

Jack MacConnell feels that the township needs to consider repairing the downstairs door into the municipal building. He explained the recent problems regarding the door not closing in the frigid weather. He noted that the Department of Public Works came and worked on it, in order for it to function.

He also reported he went on a call to Brook Road. He explained there was also a horse rescue that was taken care of by the County CART.

Jack MacConnell feels that the antenna for the radio system should be installed at the DPW as opposed to the Kingwood Fire Department. He noted as of today, things have not worked out with Fire Department. He explained that if it is at the DPW building, the township will not have to worry about changes in administration.

Jack MacConnell explained there have been problems with residents pushing the snow into the roads with their plows. Mayor Lubitz noted that he will write a letter to the residents who are causing the problem.

There was a brief discussion regarding the rifle range at the Horseshoe Bend Park. Deputy Mayor Dodds noted 15 mile an hour speed limit signs have been ordered to be put up in the parking areas of the Horseshoe Bend Park.

## 2014 –

Jack MacConnell reported on a pack of coyotes coming very close to attacking a dog near the Horseshoe Bend Park. There was a brief discussion regarding the coyotes in the area. Mayor Lubitz thanked Jack MacConnell for taking such good care of the township.

Animal Control Report of December 2013

Animal Control Report – 2013 Annual

Construction Reports of December 2013

Court Report of December 2013

Finance Department:

Tax Collector's Report of December 2013

Township Engineer's Report

SRECs

There was a brief discussion on the solar project on Barbertown Pt. Breeze Rd. Mayor Lubitz noted, it is near completion.

### Environmental Commission Letter & Recommendations for Habitat Mgt for HBP

Debbie Kratzer, Chairwoman of the Environmental Commission was present at the meeting to review the Environmental Commission's Habitat Management Recommendations for Horseshoe Bend Park. She noted that the New Jersey Butterfly Club discovered four different rare butterflies at the Horseshoe Bend Park. She stated that the Horseshoe Bend Park is a very special place.

She explained that she realizes not everyone will be in agreement with all the recommendations. She noted that she came to the Township Committee to ask them to consider implementing some of the recommendations. She explained that after a certain amount of time, the township can look at what the results are.

Deputy Mayor Dodds stated he invited Debbie Kratzer to come this evening. He also commented that the Parks and Recreation Committee administers the activities on the parklands, but feels that the Environmental Commission will be more appropriate to administer the environmental areas. He reviewed a map of the Horseshoe Bend Park showing the various fields and explained who controls them, which he stated is either the Township or the State. Mayor Lubitz noted that he will work with Debbie Kratzer regarding the signs enforcing the rules and regulations regarding the rare butterflies.

Deputy Mayor Dodds noted that the township needs to implement a new plan each year. He stated that he will be meeting with the NJDEP in a few weeks and would like to include the Chair of the Environmental Commission.

Debbie Kratzer suggested a subcommittee be formed to work on the Habitat Management Plan. She recommended that someone from the Township Committee, the Environmental Commission, the Parks and Recreation Committee and also a local farmer volunteer and gather to discuss recommendations for the parks in Kingwood Township.

2014 –

Debbie Kratzer volunteered to be the representative from the Environmental Commission. Deputy Mayor Dodds volunteered to be the representative for the Township Committee. He noted a representative from the Parks and Recreation Committee will be discussed at their next meeting.

**FUTURE MEETINGS AND ACTIVITIES**

Mayor Lubitz reviewed as per the Agenda.

**ORDINANCE**

**ORDINANCE NO. 18-01-2014 TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK - (N.J.S.A. 40A:4-45.14)** – Introduction and Adoption on First Reading

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

It was moved by Mr. Dodds, seconded by Mrs. Haywood and carried to adopt on first reading **ORDINANCE NO. 18-01-2014 TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK - (N.J.S.A. 40A:4-45.14).**

Mayor Lubitz noted that this is an ordinance that we adopt every year and that the township does not anticipate exceeding the budget, but it is in place just in case.

<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>

**Consideration of final adoption at a public hearing is scheduled for Thursday, March 6, 2014 at a meeting beginning at 7:00 P.M. at the municipal building.**

**RESOLUTIONS**

**Resolution No. 2014-07 - Part Time Seasonal Workers**

The following Resolution was introduced:

**RESOLUTION NO. 2014 – 07  
PART TIME SEASONAL WORKERS**

**WHEREAS**, the Township is in need of part time seasonal help during only certain times of the year, such as for snowplowing and grass mowing;



2014 –

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that Michael Gallagher, Mark Hendrickson and Jack Search are appointed as part time seasonal workers for the Department of Public Works for the year 2014, at a rate of \$20.00 per hours.

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 No. 2014-08 - Substitute Inspector**

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2014 – 08  
SUBSTITUTE BUILDING & FIRE INSPECTORS**

**WHEREAS**, the Township’s Construction Code Official is recommending there be appointed a substitute Building Sub code Official/Building Inspector and a substitute Fire Sub code Official/Fire Inspector for the year 2014; and

**WHEREAS**, the substitute official would be working on an as needed basis, determined by the Construction Code Official;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that Thomas Lance is appointed as substitute Building Sub code Official/Building Inspector and as substitute Fire Sub code Official/Fire Inspector for the year 2014, at a rate of \$28.00 per hour.

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 No. 2014-09 - Professional Services Agreements**

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2014 – 09**

**RESOLUTION AUTHORIZING THE AWARD OF NON-FAIR AND OPEN CONTRACTS FOR TOWNSHIP PROFESSIONALS**

**WHEREAS**, the Township of Kingwood has a need to acquire professional services of Township Professionals as non-fair and open contracts pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Township Chief Financial Officer has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

**WHEREAS**, the anticipated term of these contracts is one year(s); and

**WHEREAS**, each of the Township professionals set forth below in Paragraph No. 1 has submitted a proposal indicating they will provide the professional services described below in Paragraph No. 1 for the amount set forth in each submitted proposal; and

**WHEREAS**, each of the Township professionals set forth in Paragraph No. 1 below has completed and submitted a Business Entity Disclosure Certification which certifies that each Township Professional has not made any reportable contributions to a political or candidate committee in the Township of Kingwood in the previous one year, and that the contract will prohibit the Township professionals from making any reportable contributions through the term of the contract; and

**WHEREAS**, a certification of availability of funds, specifying the line item appropriation(s) to be charged as to each contract set forth below in Paragraph No. 1 has been provided by the Chief Financial Officer of the Township of Kingwood.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Kingwood authorizes the Mayor and Clerk to enter into contracts with the Township Professionals as described below:

Professional	Position	Term of Contract
Judith A. Kopen, Gebhardt & Kiefer, P.C. David Banisch, Banisch Associates, Inc.	Township Attorney Township Planner	One year One year

A copy of this Resolution shall be published in the Hunterdon Democrat as required by law.

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 No. 2014-10 - Eagle Scout Doug Reichardt**

**RESOLUTION**

**RESOLUTION NO. 2014 - 10  
EAGLE SCOUT RESOLUTION**

**WHEREAS**, on January 12, 2014, Boy Scout Doug Reichardt, a member of Troop 251 will be honored at a special Court of Honor Ceremony to honor his achievement of Eagle Scout rank, Boy Scouts highest honor; and

**WHEREAS**, Doug Reichardt served in his troop in a variety of leadership roles, including Assistant Patrol Leader, Patrol Leader, Assistant Senior Patrol Leader, Senior Patrol Leader and Junior Assistant Scoutmaster; and

**WHEREAS**, Doug Reichardt participated in forging new trails and hiked 72 miles at the Philmont Scout Ranch in the New Mexico wilderness; and

**WHEREAS**, Doug Reichardt further demonstrated his commitment to continued participation in scouting and camping and perpetuating the ceremonies that impart a sense of community in scouting; and

**WHEREAS**, Doug's major community service project was to construct a dance floor and/handicap accessible patio area for veterans to be able to enjoy the outside area that the American Legion provides for its events; and

**WHEREAS**, Doug Reichardt has also distinguished himself as a talented musician playing in both the Delaware Valley Regional High School concert and jazz bands; and

**WHEREAS**, on January 12, 2014, a Court of Honor will be convened for the purpose of bestowing upon Doug Reichardt the highest honor of Scouting, after which, and for the rest of his life, Doug will carry the title of **EAGLE SCOUT**; and

2014 –

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that on behalf of the Township Committee and the residents of our community, we congratulate and honor with great pride, Eagle Scout Doug Reichardt.

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 No. 2014-11 - Tax Sale Redemption**

**RESOLUTION**

**RESOLUTION NO. 2014 - 11**

**TAX SALE REDEMPTION**

**WHEREAS**, the Tax Collector has received redemption monies in the amount of \$29,279.32 to redeem Tax Sale Certificate No. 11-001 on Block 2, Lot 10; and

**WHEREAS**, the lienholder paid a premium in the amount of \$5,900.00 at the time of sale.

**NOW, THEREFORE, 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 issue a check in the amount of \$35,179.32 to US Bank Cust for Pro Capital I, LLC, U.S. Bank TLSG, 50 S. 16<sup>th</sup> Street, Philadelphia, PA, 19102 for the redemption of Tax Sale Certificate No. 11-001.

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 No. 2014-12 - Refund of Excess Dog Licensing Fees**

**RESOLUTION**

2014 –

The following Resolution was introduced:

**RESOLUTION NO. 2014 – 12**

**REFUND OF EXCESS DOG LICENSING FEES**

**WHEREAS**, the Dog Licensing Official received from Kathleen Lore an excess amount of \$6.00 for her 2014 Dog License;

**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 issue a refund to Kathleen Lore, 214 Locktown Road, Flemington, New Jersey, 08822.

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>

**NEW BUSINESS**

LOSAP (Length of Service Awards Program)

The Township Committee reviewed the list of names in the LOSAP program. Clerk MacConnell explained the process. She explained that this list is just for the Township’s information at this time, and that there is nothing for them to approve.

Insulation Proposals for DPW Building

Mayor Lubitz thanked Deputy Mayor Dodds for obtaining proposals for the insulation for the Department of Public Works. The Township Committee reviewed the proposals. There was a discussion regarding the different areas of the building and where the insulation would be beneficial. They feel that the insulation will make an improvement, but the township should be researching for the best ways to save in the future. The following quotes were discussed:

North Pole Insulation	\$2,145.00
P.O. Box 253	
Whitehouse Station, NJ 08889	

2014 –

Builders Insulation & Drywall \$2,224.00  
203 Main Street #344  
Flemington, NJ 08822

Red Lion Insulation \$2,475.00  
66 E. Gloucester Pike  
Barrington, NJ 08007-1323

It was moved by Mrs. Haywood, seconded by Mr. Dodds and carried to hire North Pole Insulation at the proposal amount of \$2,145.00 to install the insulation at the Department of Public Works building.

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

Louis Bay 2<sup>nd</sup> Future Municipal Leaders Scholarship Competition

Mayor Lubitz discussed the Louis Bay 2<sup>nd</sup> Future Municipal Leaders Scholarship Competition. He explained that this is a scholarship opportunity for high school juniors and seniors from Kingwood Township. They are encouraging New Jersey Mayors to write a letter to the local High School to publicize the availability of this scholarship. Clerk MacConnell noted that the letter was sent to the Board of Education Members at the Delaware Valley Regional High School. She explained that the Township Committee needs to discuss who will be on the subcommittee from the Township to assist in reviewing applications and essays. Mayor Lubitz and Deputy Mayor Dodds offered to be on the subcommittee. Mayor Lubitz suggested that it would be ideal to have someone from the Kingwood Township Education Foundation to also be on the subcommittee.

2014 Clean Up Program

The Township Committee reviewed a memo from Clean Communities Coordinator, Sandra McNicol. The memo explained a grant that the township receives each year from Clean Communities, which she noted will be available to put towards the Cleanup Program. She recommended the fees for the Cleanup Program be lowered by making a car fee permit from \$10 to \$5 and for a pickup or trailer from \$25 to \$10. She suggested that the fee for tires remain the same at \$5 per tire, since the township must pay to dispose of each tire. Attorney Kopen noted that the fees in Chapter 75A will need to be amended. Mayor Lubitz noted that Sandra McNicol also recommended that the Clean-Up Program months be changed. The program will start in April this year and held during the months of May, June, July, and October. There will be no Clean-Up Days scheduled in the months of August and September. This was determined by the amount of permits that were purchased during those months, which were the least amount.

2014 –

C.F.O. Diane Laudenbach noted that there is enough funds in the account to pay out of the Clean Communities account for four Clean-Up days at this time. She noted that the remaining month, which is October, will need to be paid out of a grant from the state, if the township is eligible this year.

**ORDINANCE**

**ORDINANCE NO. 18 – 02 – 2014 AN ORDINANCE AMENDING CHAPTER 75A, “FEES” OF THE CODE OF THE TOWNSHIP OF KINGWOOD** - Introduction and Adoption on First Reading

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

It was moved by Mrs. Haywood, seconded by Mr. Dodds and carried to adopt on first reading **ORDINANCE NO. 18 – 02 – 2014 AN ORDINANCE AMENDING CHAPTER 75A, “FEES” OF THE CODE OF THE TOWNSHIP OF KINGWOOD.**

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

**Consideration of final adoption at a public hearing is scheduled for Thursday, March 6, 2013 at a meeting beginning at 7:00 P.M. at the municipal building.**

The Township Committee discussed proposals from the following vendors for the Clean-Up Program:

**2014 CLEANUP DAY PROGRAM QUOTES**

<b><u>HAULER</u></b>	<b><u>COST PER DUMPSTER</u></b>	<b><u>TIPPING FEE PER TON</u></b>
<b>Raritan Valley Disposal</b>	<b>\$160.00 per 30 yd. dumpster</b>	<b>\$75.00 per ton tipping fee (\$3.00 per ton NJ Recycling Enhancement Tax)</b>
<b>Carnevale CD Disposal</b>	<b>\$195.00 per 30 yd. dumpster</b>	<b>\$95.00 per ton tipping fee (\$3.00 per ton NJ Recycling Enhancement Tax)</b>
<b>Global Waste Industries, Inc.</b>	<b>\$195.00 per 30 yd. dumpster</b>	<b>\$80.00 per ton tipping fee (\$3.00 per ton NJ Recycling Enhancement Tax)</b>

2014 –

**Russell Reid**                      **\$225.00 per 30 yd. dumpster**                      **\$95.00 per ton tipping fee**  
**( \$3.00 per ton NJ Recycling**  
**Enhancement Tax)**

It was moved by Mr. Dodds, seconded by Mrs. Haywood and carried to approve Raritan Valley Disposal for the vendor to participate in the Kingwood Township Clean-Up Program to be held during the months of April, May, June, and July at \$160.00 per 30yd dumpster, \$75.00 per ton tipping fee for 4 months up to two dumpsters per month, with the 5<sup>th</sup> month of October pending receipt of Clean Communities Funds.

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

Vote to Employ Construction Code Technical Assistant

Mark Fornaciari wrote a letter of request to the Township Committee regarding hiring a new Construction Code Technical Assistant. Clerk MacConnell explained that since this request has been submitted, Mark Fornaciari sent another e-mail message asking the Township Committee to resend his prior request. The Township Committee asked if there were any other applicants who applied for the position. Clerk MacConnell responded that there were no other applicants. It was decided to re-advertise for the open position in the local papers, Facebook page, and the township website as soon as possible.

Broadcasting Township Committee Meetings

Mayor Lubitz discussed the Township’s Facebook page and noted how there has been a lot of back and forth talk regarding what is going on in the township. He explained that there is a possibility of broadcasting the Township Committee meetings through the local high school. He noted that the township will be speaking with the high school regarding broadcasting meetings now that we have high speed internet. He stated as we all know, he will not be in office forever, and he expressed that he would like to have the opportunity to see what is going on in the township.

Mayor Lubitz noted that as a part of the Facebook page, he made an offer to anyone that is interested in receiving meeting agendas, to please feel free to contact the office and agendas can be e-mailed to them.

Deputy Mayor Dodds feels that the broadcasting would be a great idea, because it would get the public more involved and let them know what is going on in the township.

Electronic Off Site Data Back Up



2014 –

Deputy Mayor Dodds stated the township now has high speed internet and we should think about a different kind of backup system. C.F.O. D. Laudenbach stated that she recently attended a seminar on this subject, and that she will be contacting some different companies to obtain additional information. Deputy Mayor Dodds briefly explained how an offsite backup would work and what the advantages would be.

There was also a brief discussion regarding archiving e-mails. Deputy Mayor Dodds noted that he will do some research.

#### Planning Board Alternate Position

There was a discussion regarding an opening on the Planning Board. Mayor Lubitz noted that the township received an e-mail from Lois Voronin expressing interest in becoming a member on the Planning Board.

Mayor Lubitz noted that she is currently on the Environmental Commission and that the township is hoping she continues to remain as a member. Mayor Lubitz noted that he will contact Lois Voronin regarding her interest to the Planning Board.

#### **OLD BUSINESS**

##### Recycling Area Cover/Enclosure

Mayor Lubitz noted there has been no response from the State. He noted that the township will follow up with a letter to the representative at the state to whom the original letter was forwarded.

##### Outside Lighting for Municipal Building

The Committee Members discussed the need for additional lighting outside the municipal building near the parking lot that faces Oak Grove Road. The Committee decided that it would be best to install a motion sensor or timer at the peak of the building, and to convert the light which is currently existing on the corner of the building to come on as a timer. It was suggested then later when repairs are worked on for the ramp and entranceway, there will be more permanent lighting installed. It was suggested to obtain two price quotes for the outside lampposts, one for to be on Oak Grove Road side and one in the back of the building. It was suggested at this time to temporarily obtain quotes for the next meeting.

#### **MINUTES**

##### December 30, 2013 Special Meeting

It was moved by Mr. Dodds, seconded by Mrs. Haywood and carried to adopt the December 30, 2013 Special Meeting Minutes for the Township Committee.



2014 –

**EXECUTIVE SESSION – RESOLUTION NO. 2013-13**

The following Resolution was introduced to enter into closed session at approximately 8:54P.M.:

**RESOLUTION NO. 2013 –13**

**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:

**Contract Negotiations – Habitat for Humanity Bl 19 L 5  
United Reformed Church Bl 12 L 25  
Possible Litigation – Block 14 Lot 28.01**

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

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>

**RETURN TO REGULAR SESSION**

It was moved by Mr. Dodds, seconded by Mrs. Haywood and carried to return to regular session at 9:55P.M. All voted **Aye** on **Roll Call Vote**.

**ADJOURNMENT**

It was moved by Mr. Dodds, seconded by Mrs. Haywood and carried to adjourn the meeting at 9:55P.M. All voted **Aye** on **Roll Call Vote**

**Respectfully Submitted,**

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







