

2014 – 90

April 8, 2014

A Special Meeting of the Kingwood Township Committee was called to order at 5:30P.M. with Mayor Lubitz presiding.

Also present at the meeting were Deputy Mayor Dodds, Committeewoman Haywood, Auditor William Colantano and Clerk MacConnell. Following the salute to the Flag, Mayor Lubitz 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 April 3, 2014 and by telefaxing copies of the notice to the Express Times and Star Ledger on April 1, 2014. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on April 1, 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

2014 Budget Work Session

Mayor Lubitz welcomed Auditor William Colantano to the meeting. Mr. Colantano started off by explaining that there are three different budget options this year. He explained that the budget must be in balance, which is done by taxation. The first option is a flat tax, which means to break even tax wise which is to remain in status quo, with no raises or other increases. The second option is called going to cap, which uses a little more surplus. He explained that this option shows a 1.1% in taxes, 2% salary increase. The third option shows doing more things in the community, which involves a 2 ½ % tax increase.

There was a discussion regarding the capital budget for the Department of Public Works, and repairs to the municipal Building. Auditor Colantano explained ways to handle and double the payment on a note that needs to be paid off. He noted that Kingwood Township has a very good surplus, where some of his other municipalities took a different approach in the past and are now hurting. He explained that means a significant tax increase for those municipalities and that Kingwood is doing very well.

There was a review of a salary worksheet which C.F.O. Diane Laudenbach had worked on, showing the difference in various percentages of increases.

Mayor Lubitz commented that he would like to see a 1% increase in salaries this year. He commented on the DPW analysis which was done last month, and he noted that Kingwood Township DPW makes a considerable amount more than other towns. There was a discussion regarding the DPW and the amount of overtime so far this year.

Auditor Colantano explained that there is not much difference in the revenue between the three different choices. He stated that the township used \$539,000 in surplus last year to help balance the budget, and put back in \$612,000 from revenues. He explained that the township has two years left on the note, but that the Township Committee has put in \$72,500, which is very good. He then explained different ways to set up paying off different projects.

C.F.O. Diane Laudenbach stated that \$28,000 has been paid so far this year in overtime for the Department of Public Works. Auditor Colantano explained that last year the capital improvement account took a large dip and that the total in that account is now \$254,000. He explained that this amount can be spent on anything that is capital related. C.F.O. Diane Laudenbach noted that any of these items must have a life span of five years.

Auditor Colantano reviewed some of the various line items. There was a discussion regarding road repairs and the purchase of salt. C.F.O. Diane Laudenbach noted that there is a separate account for leftover monies to be put aside for a year for when it is needed.

The Township Committee decided that the budget will be introduced on first reading on May 1, 2014, and the final adoption of the ordinance will be considered with a power point presentation at a public hearing on June 5, 2014.

Mayor Lubitz and the Township Committee Members thanked Auditor Colantano for attending the meeting.

Appointment – Plumbing Inspec/Subcode Official

Mayor Lubitz commented on an application that was discussed at the last township meeting. He explained that the current Construction Code Official/Building Inspector has applied for this position. The Township Committee has decided to keep the current salary for Plumbing Inspector/Subcode Official.

It was moved by Mr. Dodds, seconded by Mrs. Haywood and carried to hire Mark Fornaciari for the position of Plumbing Inspector/Subcode Official for a new four year term effective 04/08/2014 at the current annual salary of \$6,652.00.

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

Appointment – Construction Code Tech Assistant

Mayor Lubitz noted that there was an application for this position a few weeks ago and the interested party decided they could not take the position. He explained that the current Construction Code Official/Building Inspector has been doing some of the work. He noted that Mark Fornaciari has applied for the position for Construction Code Technical Assistant. There was a discussion regarding the concern for the amount of hours that will be spent for this position.

It was moved by Mr. Dodds, seconded by Mrs. Haywood and carried to hire Mark Fornaciari as the Construction Code Tech Assistant for a temporary period of one month at the current salary of \$11,620.00.

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

There was a brief discussion regarding financial and comp time for the DPW Supervisor. Deputy Mayor Dodds noted that according to the Personnel Manual and Handbook, the DPW Supervisor does not receive financial compensation nor comp time.

Deputy Mayor Dodds noted that he will be meeting with Quest Environmental on Thursday, April 10th, 2014 regarding the Church Property.

Public Comment – Privilege of the Floor

There were no public comments.

ADJOURNMENT

It was moved by Mr. Dodds, seconded by Mrs. Haywood and carried to adjourn the meeting at 7:23P.M. **All voted Aye on Roll Call Vote.**

Respectfully Submitted,

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