

KINGWOOD TOWNSHIP COMMITTEE

Regular Meeting Agenda

December 3, 2015 – 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 15, 2015 and by telefaxing copies of the notice to the Express Times on January 7, 2015. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on January 7, 2015.

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

- Request from Hunterdon Cty. re: Request for Support of S2973 & A4763
- Resolution from Readington Twp re: Cty. Draft Open Space, Farmland, Preservation & Historic Preservation Trust Fund Plan
- Letter from KT Planning Bd re: Ban on Fracking
- Letter from Susan Blubaugh re: Hunterdon Humane Animal Shelter

Public Comment – Privilege of the Floor

Resolution No. 2015-116 – 2015 Budget Appropriation Transfers

Bills and Claims

Reports

- NJSP Report of October 2015 & November 2015
- Emergency Management Coordinator
- Construction Report of October-November 2015
- Court Report of October 2015

December 3, 2015 Kingwood Township Committee Agenda Continued

Reports Continued

Dog Licensing November 2015
Finance Department:
 Budget Report of October 2015
Township Engineer's Report

Future Meetings & Activities

December 5 - Annual Tree Lighting Ceremony at Kingwood Park, 200
Union Road, beginning at 4:00PM
December 12 - Recycling at Twp Garage on Union Rd from 9:00am-12:00noon
December 30 - Special Mtg of Township Committee at Municipal Building
beginning at 9:00am – Payment of Bills
Schedule Reorganization Meeting & Regular January Meeting

Resolutions

Resolution No. 2015-117 - Municipal Alliance Renewal Application
Resolution No. 2015-118 - Bank & Reserve 2015 Municipal Allocation of HC
Open Space Trust Funds
Resolution No. 2015-119 - Radon Action Month
Resolution No. 2015-120 - Statewide Insurance Appointing Risk Mgt. Consultant
Resolution No. 2015-121 - Statewide Insurance Appointing Fund Commissioner
Resolution No. 2015-122 - Amend Name in Resolution 2015-105 Authorizing
Purchase of Dump Truck & Plows
Resolution No. 2015-123 - Tax Sale Redemption Bl 6 L 52
Resolution No. 2015-124 - Refund of 2015 Perc & Soil Bl 36 L 4
Resolution No. 2015-125 - Closing of Bank Accounts

New Business

Letter of Resignation – Construction Official, Building Subcode/Inspector, Construction
Code Technical Assistant
Animal Control Proposals for 2016
Updating of Ordinance – Chapter 109 Street Excavations
Discuss 2016 Municipal Appointments
Municipal Building Hours on 12-24 & 12-31
Approve Credit Application for The Kennedy Companies
Approve Credit Application for Cooper Electric Supply Company

Old Business

Price Quotations for Fire/Security Alarms for Various Township Buildings
Employee Handbook & Personnel Policies & Procedures Manual – Discuss
 Proposed Amendment to Provide a Flex Sick Day
Volunteer Driving Policy – Statewide Ins. Fund – Suggested Additional Wording
Conference Call In/Participation in Meetings – Draft Guidelines

December 3, 2015 Kingwood Township Committee Agenda Continued

Old Business Continued

Proposed Amendment to Upper Delaware Water Quality Mgt Plan – Statement
Of Consent – **Resolution No. 2015 - 127**
PennEast Pipeline – Hopewell Twp Resolution re: Cumulative Environmental
Impact Statement Analysis - **Resolution No. 2015 - 128**
Hopewell Twp Resolution re: Requesting DRBC to Hold Independent Hearings –
Resolution No. 2015 - 129
United Reformed Church Bl 12 L 25
Repair of County Road 519 Bridges 110 & 111
Repairs to Municipal Building
Request from KT Volunteer Fire Company Chief to discuss Manning of Fire Co

Minutes

November 5, 2015 Regular Meeting Minutes
November 5, 2015 Executive Session Minutes
November 12, 2015 Special Meeting Minutes

May 16, 2001 Special Meeting

Executive Session – Resolution No. 2015 – 126

Zoning Violation – Bl 8 L 16 (Moskal)
Contractual – Memorandum of Agreement w State (HBP)
Contractual – Affordable Housing Declaratory Judgement Update
Litigation – McNutt Bl 14 L 25.02 & 25.03
Personnel – Discuss DPW Agreement with Local Union 469
Personnel - Discuss Staffing of Construction Department
Employment Applications for Zoning Officer & General Code Enforcement Officer
Contractual/Personnel – Deputy General Code Enforcement Officer
Deputy Zoning Officer

Return to Regular Session

Schedule Interviews for Zoning Officer & General Code Enforcement Officer

Adjournment

PLEASE NOTE THIS AGENDA IS SUBJECT TO LAST MINUTE CHANGES

2015 – 269

December 3, 2015

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

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

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CORRESPONDENCE

Request from Hunterdon Cty re: Request for Support of S2973 & A4763

The Township Committee reviewed the request from Hunterdon County. It was expressed that this does not pertain to Kingwood Township.

Resolution from Readington Twp re: Cty Draft Open Space, Farmland, Preservation & Historic Preservation Trust Fund Plan

The Township Committee reviewed. Mayor Dodds explained a meeting was held this week with the Hunterdon County Freeholders. He noted that the Township's Open Space Coordinator/CADB Liaison attended the meeting and explained that a resolution to adopt a new County Open Space Trust Fund Plan was introduced and was to be adopted. She reported that many individuals and groups expressed concerns that the plan gave the Freeholders unlimited power within the constraints imposed by the ballot question that was approved by the voters. Many speakers at the meeting also complained that there had been insufficient communication with many partners who actively preserve land in the County. The Freeholders voted to withdraw the resolution, and they would like the Planning Department to work on rewording some of the segments to make it more acceptable to the various groups.

Letter from KT Planning Bd re: Ban on Fracking

This was referred by the township's Planning Board requesting the township reach out to other municipalities and solicit interest to introduce and adopt a resolution or ordinance to ban fracking. Mayor Dodds explained that the township was careful not to ban fracking for water wells. He explained the way it is done now, which is under very high pressure when there is not enough yield. He explained that this is a very different type of level when fracking for a well.

The Township Committee asked that other municipalities be contacted to find out if they have a resolution or ordinance of this type that they have adopted, or if they would be interested to adopt one that will be very similar for all the surrounding municipalities. Committeeman Lubitz noted that the township's Environmental Commission did a commendable job on their report regarding the natural resource information for our township. He suggested that their report be sent to municipalities who are interested in adopting a resolution or ordinance to ban fracking.

Letter from Susan Blubaugh re: Hunterdon Humane Animal Shelter

Mayor Dodds reviewed. He noted that this is a nonissue at this time.

PUBLIC COMMENT – PRIVILEGE OF THE FLOOR

John Anderson, JCP&L Area Manager – Noted that he sent out an e-mail on Monday of this week regarding some of the work they have been doing. He noted that they are checking out the circuits for potential issues and wanted to clarify that Kingwood was on the list. He explained the difference between the older and newer insulators. He also reviewed some new regulations that will be coming up in the future.

The Township Committee thanked John Anderson for coming to the meeting.

RESOLUTION

Resolution No. 2015-116 – 2015 Budget Appropriation Transfers

The following Resolution was introduced:

RESOLUTION NO. 2015 – 116

2015 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 2015 Budget Appropriations:

2015 – 271

FROM ACCOUNT	TO ACCOUNT	AMOUNT
Gasoline – Other Expense	Vehicle Maintenance	\$4,000.00
	Roads – Other Expense	\$3,000.00
Administrative & Executive – Other Expense	Board of Adjustment – Other Expense	\$500.00
	Bulk & Utility Expenses – Solid Waste	\$750.00
TOTAL TRANSFERRED:		\$8,250.00

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

Roll Call Vote:

AYE	- Haywood, Lubitz, Dodds
NAY	- None
ABSTAIN	- None
ABSENT	- None

BILLS AND CLAIMS

It was moved by Mrs. Haywood, seconded by Mr. Lubitz and carried to approve and pay all bills and claims in the amount of **\$910,958.24** that are in order and attached as Bill List for December 2015.

Roll Call Vote:

AYE	- Haywood, Lubitz, Dodds
NAY	- None
ABSTAIN	- None
ABSENT	- None

REPORTS

Mayor Dodds noted that the following have been received and are available for review:

NJSP Report of October 2015 & November 2015
The Township Committee briefly reviewed.

Emergency Management Coordinator

EMC, Jack MacConnell – Reported that permits have been obtained for the generators and stated that they will start on the installation next week. He met with the Board of Health regarding ideas for a pandemic strategy, which he is now waiting for them to come back with ideas.

Jack MacConnell noted that so far, there has been approximately four people and one dog that have gotten lost in the Horseshoe Bend Park. There was a brief discussion as to where they are getting lost and how it can be prevented. Committeeman Lubitz suggested a trail map be put near Fairview Road. Mayor Dodds suggested that maybe the Boy Scouts could work on a kiosk at that location to put the maps inside. He explained that at this time they are working on an orienteering activity at the Horseshoe Bend Park.

Jack MacConnell brought up the subject of the Melnyk house, which is located on the same property of the township garage. He feels that the house being empty is becoming a nuisance and a safety issue. He stated heaters were installed in the pump houses at the Horseshoe Bend Park as there were problems last year without heat.

Everyone thanked EMC, Jack MacConnell for his monthly report.

Construction Report of October-November 2015

Court Report of October 2015

Dog Licensing November 2015

Finance Department:

Budget Report of October 2015

Deputy Mayor Haywood asked C.F.O. Diane Laudenbach a few questions regarding the budget report. C.F.O. Laudenbach responded.

Township Engineer's Report

The Township Committee briefly reviewed. There was a brief discussion on the entrance to the building during the drainage and concrete work, which was done in front of the downstairs entrance of the municipal building. Mayor Dodds noted a request from last month's meeting in regard to the Ridge Road project.

FUTURE MEETINGS AND ACTIVITIES

Mayor Dodds reviewed as per the agenda.

Schedule Reorganization Meeting & Regular January Meeting

The Township Committee discussed dates for a Reorganization and Regular meeting for January. There will be a meeting scheduled and advertised for Monday, January 4, 2016 with a Reorganization Meeting scheduled to begin at 6:00P.M., and the Regular Township Committee Meeting following at 7:00P.M.

RESOLUTIONS

Resolution No. 2015-117 - Municipal Alliance Renewal Application

The following Resolution was introduced:

RESOLUTION NO. 2015 – 117

**GOVERNOR’S COUNCIL ON ALCOHOLISM AND DRUG ABUSE
FISCAL GRANT CYCLE JULY 2014-JUNE 2019**

FORM 1B

WHEREAS, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey; and

WHEREAS, the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and

WHEREAS, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and

WHEREAS, the Township Committee has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Hunterdon;

NOW, THEREFORE, BE IT RESOLVED that the Township of Kingwood, County of Hunterdon, State of New Jersey hereby recognizes the following:

1. The Kingwood Township Committee does hereby authorize submission of a strategic plan for the Delaware Valley Municipal Alliance grant for fiscal year 2017 in the amount of:

DEDR	20,777.00
Cash Match	5,194.25
In-Kind	15,582.75

2. The Kingwood Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

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

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

RESOLUTION

Resolution No. 2015-118 - Bank & Reserve 2015 Municipal Allocation of HC Open Space Trust Funds

The following Resolution was introduced:

RESOLUTION NO. 2015 – 118

HUNTERDON COUNTY MUNICIPAL GRANT PROGRAM ALLOCATION

WHEREAS, the Township of Kingwood has been allocated an amount in the Hunterdon County Open Space, Recreation, Farmland and Historic Preservation Trust Fund Municipal Grant Program for the year 2014;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey to request the County to bank and reserve the existing balance of \$76,923.73 in the Municipal Grant Program, due to the Township’s intention to preserve Block Lot in the Township, with such project intended to be completed by December 31, 2016.

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

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

RESOLUTION

Resolution No. 2015-119 - Radon Action Month

The following Resolution was introduced:

RESOLUTION NO. 2015 – 119

RADON ACTION MONTH

WHEREAS, radon is a naturally occurring radioactive gas that is the second leading cause of lung cancer; and

WHEREAS, prolonged exposure to radon can kill as many as 500 people in New Jersey each year; and

WHEREAS, families who reside in homes with elevated radon levels are at risk of developing serious health problems; and

WHEREAS, any home could have high levels, even when neighboring homes do not; and

WHEREAS, radon testing can be done with great ease at a relatively low expense to the homeowner, with the cost of reducing radon concentrations being comparable to that of any home repair; and

WHEREAS, the New Jersey Department of Environmental Protection and the United States Environmental Protection Agency are collaborating during the month of January to promote the need for radon testing in an effort to protect the lives of our State’s residents; and

WHEREAS, if all New Jersey homes with radon concentration at or above 4 pCi/L were mitigated, about 83 lives could be saved this year.

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 we do hereby proclaim the month of January 2016 as

RADON ACTION MONTH

in the Township of Kingwood, and call upon all residents who have not yet tested to test their homes for radon and to reduce radon levels if elevated levels are found, to protect their families from the serious health risk of radon.

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

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

RESOLUTION

Resolution No. 2015-120 - Statewide Insurance Appointing Risk Mgt. Consultant

The following Resolution was introduced:

RESOLUTION NO. 2015 - 120

RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT

WHEREAS, Kingwood Township (hereinafter “Local Unit”) has joined the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the “Fund”; and

WHEREAS, the Local Unit has complied with relevant law with regard to the appointment of a Risk management Consultant; and

WHEREAS, the “Fund” has requested its members to appoint individuals or entities to that position; and

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

1. Kingwood Township hereby appoints Wells Fargo Insurance Services its local Risk Management Consultant.
2. The Mayor and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant’s Agreement for the year 2016 in the form attached hereto.

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

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

RESOLUTION

Resolution No. 2015-121 - Statewide Insurance Appointing Fund Commissioner

The following Resolution was introduced:

RESOLUTION NO. 2015 – 121

RESOLUTION APPOINTING FUND COMMISSIONER

WHEREAS, Kingwood Township (hereinafter “Local Unit”) is a member of the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Fund’s Bylaws require participating members to appoint a Fund Commissioner;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that Mary E. MacConnell is hereby appointed as the Fund Commissioner for the Local Unit for the year 2016; and

BE IT FURTHER RESOLVED that Diana Haywood is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the year 2016; and

BE IT FINALLY RESOLVED that the Local Unit’s Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

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

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

RESOLUTION

Resolution No. 2015-122 - Amend Name in Resolution 2015-105 Authorizing Purchase of Dump Truck & Plows

The following Resolution was introduced:

RESOLUTION NO. 2015 – 122

**AMEND NAME OF VENDOR IN RESOLUTION
AUTHORIZING PURCHASE OF DUMP TRUCK AND PLOWS**

WHEREAS, the Kingwood Township Committee adopted Resolution No. 2015-105 at a meeting on October 1, 2015; and

WHEREAS, the Resolution authorized the purchase through the Hunterdon County Cooperative Pricing System of a 2016 Mack Dump Truck and Wing and Snow Plows;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey that the wing plow and snow plow are awarded to Henderson Products, Inc.

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

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

RESOLUTION

Resolution No. 2015-123 - Tax Sale Redemption Bl 6 L 52

The following Resolution was introduced:

RESOLUTION NO. 2015 - 123

TAX SALE REDEMPTION

WHEREAS, the Tax Collector has received redemption monies in the amount of \$14,046.86 to redeem Tax Sale Certificate No. 13-001 on Block 6, Lot 52; and

WHEREAS, the lienholder paid a premium in the amount of \$4.100.00 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 \$18,146.86 to US Bank Cust for Pro Capital III, LLC, U.S. Bank TLSG, 50 S. 16th Street, Philadelphia, PA, 19102 for the redemption of Tax Sale Certificate No. 13-009.

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

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

RESOLUTION

Resolution No. 2015-124 - Refund of 2015 Perc & Soil Bl 36 L 4

The following Resolution was introduced:

RESOLUTION NO. 2015 – 124

REFUND OF 2015 PERC AND SOIL RECEIPT

WHEREAS, E. Yard paid a deposit of \$300.00 for the performance of a Perc and Soil Witness on Block 36, Lot 4; and

WHEREAS, the Township has received a request from E. Yard for a refund of the deposit; and

WHEREAS, the Township has verified with the Township Engineer that no services were performed for Block 36, Lot 4.

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 Edward Yard, 1162 County Road 519, Frenchtown, New Jersey, 08825 in the amount of \$300.00.

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

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

RESOLUTION

Resolution No. 2015-125 - Closing of Bank Accounts

The following Resolution was introduced:

RESOLUTION NO. 2015 – 125

CLOSING OF BANK ACCOUNTS

WHEREAS, the Township is no longer in need of a Security Deposit account for tenants, a Court Account and a Bail Account;

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 close the account entitled Security Deposits, and that the Court Administrator be authorized to close the accounts entitled Court Account and Bail Account.

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

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

NEW BUSINESS

Letter of Resignation – Construction Official, Building Subcode/Inspector, Construction Code Technical Assistant

It was moved by Mrs. Haywood, seconded by Mr. Lubitz and carried to accept a resignation from Mark Fornaciari the Construction Official, Building Subcode/Inspector, and Construction Code Technical Assistant.

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

Animal Control Proposals for 2016

Mayor Dodds relayed the conversation he had with the Dog Licensing Official. The Township Committee reviewed the following proposals for Animal Control for 2016:

Animal Control & Investigative Services, LLC 249 Goat Hill Road Lambertville, NJ 08530	\$6,900.00
Animal Control – Laura Roerig 63 Baptist Church Road Hampton, NJ 08827	\$6,300.00
Animal Control Solutions, LLC 2 Marshall Drive Flemington, NJ 08822	\$5,880.00

The Township Committee reviewed the proposals. The Township Committee feel that the lowest bidder would be the best choice since we have worked with them before in the past and it has been a positive experience.

Committeeman Lubitz feels that when the township goes to contract with the company chosen that they should make sure that the provision is that in every possible case, if the owner is identified as the owner of the pet, then they will be responsible for the kenneling fees.

It was moved by Mrs. Haywood, seconded by Mr. Lubitz and carried to approve to hire Animal Control Solutions, LLC. the lowest proposal received for animal control services for a yearly fee in the amount of \$5,880.00 and all services listed in Schedule A. The monthly installments are scheduled to be \$490.00.

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

Updating of Ordinance – Chapter 109 Street Excavations

Mayor Dodds explained how this came to the township’s attention and the situation that occurred. He explained a resident was in the process of putting in a pipe on their property that went from the back to the front out to the road storm drain. He explained that a permit is required for this type of construction, which the resident did not have. Mayor Dodds explained that the Code Enforcement Officer and the Township Engineer took a look at the situation. There was a discussion regarding Chapter 112 fees and how the fees need to be consistent. Attorney K. Campbell noted that she will check with Engineer Tom Decker about the realistic fees.

A retired member of the Rescue Squad, Tom Leone who was present suggested checking with the County for their regulations and guidelines. It was decided to table this discussion to obtain more information.

Municipal Building Hours on 12-24 & 12-31

The Township Committee all agreed the municipal building offices can be closed at 12:00 noon on December 24th, 2015 and December 31, 2015.

Approve Credit Application for the Kennedy Companies

The Township Committee discussed an application for the Kennedy Companies and for the township to have a store account to purchase items.

It was moved by Mrs. Haywood, seconded by Mr. Lubitz and carried to approve a credit application with the Kennedy Companies.

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

Approve Credit Application for Cooper Electric Supply Company

The Township Committee discussed the application for Cooper Electric Supply Company for a store account to purchase items.

It was moved by Mrs. Haywood, seconded by Mr. Lubitz and carried to approve a credit application with Cooper Electric Supply Company.

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

OLD BUSINESS

Price Quotations for Fire/Security Alarms for Various Township Buildings

Mayor Dodds noted there is nothing new to report at this time. Mayor Dodds noted that he would like to contact the interested companies to ask a few questions and obtain more information. EMC, Jack MacConnell and Mayor Dodds will be meeting as a subcommittee to work together on the fire/security alarms.

Employee Handbook & Personnel Policies & Procedures Manual – Discuss Proposed Amendment to Provide a Flex Sick Day

C.F.O. Diane Laudenbach noted that she researched the Standards for Accessible Design (ADA) laws, which the township must follow. She explained that the wording in the township's Employee Handbook and Personnel Policies should cover the ability to provide flex time. The Township Committee had a brief discussion regarding coverage for office hours and to be available to the public. Attorney K. Campbell suggested that a note be placed on the entrance to that department to provide for the public's benefit as to what hours they will be available to get assistance. The Township Committee agreed to try this suggestion and see how it works out.

Volunteer Driving Policy – Statewide Ins. Fund – Suggested Additional Wording

The Township Committee reviewed the suggested additional wording to the Volunteer Driving Policy. It was noted that this was suggested by the insurance company. After a brief discussion the Township Committee agreed to add the additional wording to the Volunteer Driving Policy as suggested by the township's insurance company.

Conference Call In/Participation in Meetings – Draft Guidelines

Attorney K. Campbell stated she began a draft for the guidelines and asked the Township Committee for some input as to what committees this would pertain. She stated that she researched the planning and zoning boards as they take testimony, however, they are allowed to vote if they miss a meeting, but only if they read a transcript. She suggested perhaps starting with other boards. She noted that all the advisory boards and committees are okay and that they are a good starting point. She explained another concern, which is how many people to accommodate at one time. Attorney K. Campbell stated she will work on the draft for the guidelines.

Proposed Amendment to Upper Delaware Water Quality Mgt Plan – Statement Of Consent

Clerk Mary MacConnell explained this was carried over from last month's meeting. She explained that this is a request, which Sustainable Aquaculture Systems Inc. would like the township to approve the proposed amendment to the Upper Delaware Water Quality Management Plan by signing a Statement of Consent in the form of a Resolution.

Mayor Dodds gave a background and explained that the Sustainable Aquaculture Systems Inc. is one company and the company doing all the permits for the project is a different company. He noted he has spoken with representatives from Sustainable Aquaculture Systems Inc., and expressed his concerns about the 18,000 gallons of water withdrawal from the ground and how it would be replenished. Mayor Dodds suggested that the township adopt a resolution in opposition until they had a chance to review their engineering and geologic report.

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2015 – 127

**A RESOLUTION TO OPPOSE TO CONSENT TO THE
PROPOSED WATER QUALITY MANAGEMENT (WQM) PLAN
AMENDMENT ENTITLED: SUSTAINABLE AQUACULTURE SYSTEMS INC.**

WHEREAS, New Jersey Geological and Water Survey desires to provide for the orderly development of wastewater facilities within Kingwood Township; and

WHEREAS, the Township of Kingwood has concerns about the discharge of antibiotics, fungicides, nutrients and other contaminants into the watershed; and

WHEREAS, the Township of Kingwood has concerns about the introduction of invasive species including but not limited to diseases and invertebrates, such as the Chinese Pond Mussel

(*Sinanodonta Woodiana*) introduced into Franklin Township via a fish farm and potential ecological and economic damage that can be caused by invasive species; and

WHEREAS, the Township of Kingwood has concerns about the possible effects of this proposed amendment to the Wastewater Management Plan on groundwater contamination by MEL, Inc. that occurred one half a mile from this site in the 1980’s, and is still unresolved; and

WHEREAS, a proposed WQM plan amendment noticed in the DEP Bulletin on November 4th, 2015 for Sustainable Aquaculture Systems, Inc. has been prepared by Natural Systems Utilities of Hillsborough NJ; and

WHEREAS, the Township Committee feels it is necessary to obtain more information regarding the proposed WQM plan amendment.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey opposes the Statement of Consent to the proposed Water Quality Management Plan Amendment Entitled: Sustainable Aquaculture Systems, Inc.

It was moved by Mrs. Haywood, seconded by Mr. Lubitz and carried to oppose to consent the amendment to the Upper Delaware Water Quality Management Plan (WQMP) until Kingwood Township has a chance to review their engineering and geologic reports.

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

PennEast Pipeline – Hopewell Twp. Resolution re: Cumulative Environmental Impact Statement Analysis

The Township Committee reviewed the resolution from Hopewell Township. Mayor Dodds requested that a resolution be adopted and be very similar to Hopewell Township, and a copy sent to FERC.

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2015 – 128

**A RESOLUTION TO OBTAIN A CUMULATIVE ENVIRONMENTAL
IMPACT STATEMENT ANALYSIS OF ALL IMPACTS BY THE PENNEAST
PIPELINE, THE CRESTWOOD MARC II PIPELINE, THE GARDEN STATE
EXPANSION PROJECT, AND THE SOUTHERN RELIABILITY LINK PROJECT
AND OPPOSE THE REVIEW OF THESE PIPELINES AS SEGMENTS
OF THIS INTERDEPENDENT SYSTEM**

WHEREAS, the Crestwood Partners Marc II is a new gas pipeline in northeastern Pennsylvania which terminates at its connector with the proposed PennEast Pipeline and is interdependent upon the proposed PennEast Pipeline; and

WHEREAS, Transcontinental Gas Pipe Line Company, LLC (“Transco”) has proposed new construction and operation of added natural gas facilities in New Jersey called the Garden State Expansion Project, FERC Docket No. CP15-89-000; and

WHEREAS, the Garden State Expansion Pipeline, if built, is planned to connect at Transco’s compressor Station 205 on Cold Soil Road; and

WHEREAS, New Jersey Resources through its subsidiary New Jersey Natural Gas, which is a shareholder and partner of PennEast Pipeline Company, LLC, has the largest precedent contract for a term of 15 years with PennEast for 180,000 dekatherms per day of capacity from the proposed PennEast pipeline; and New Jersey Natural Gas also has a 15 year precedent contract with Transco for the same 180,000 dekatherms of daily capacity to Transco’s Garden State Expansion Project; and

WHEREAS, a new proposed, separate, 28 mile long intra-state high pressure transmission pipeline project called Southern Reliability Link as planned will be connected with the proposed PennEast Pipeline via the Garden State Expansion Project, FERC Docket# CP15-89-000; New Jersey Natural Gas Co., a partner in the PennEast LLC, plans to build this new Greenfields intra-state gas pipeline through the protected Pinelands; and

WHEREAS, the proposed PennEast Pipeline has a common owner with the proposed Southern Reliability Link – namely New Jersey Natural Gas Co.; and

WHEREAS, New Jersey Natural Gas Co.’s agreement with Transco for the Garden State Expansion project and the Garden State Expansion project has only one customer, namely New Jersey Natural Gas’s Southern Reliability Link Project; and

WHEREAS, Transco’s Garden State Expansion application with the FERC repeatedly states, the Garden State Expansion Project is for transportation service alone: “New Jersey Natural Gas will be responsible for contracting directly with suppliers of natural gas and arranging for the deliveries of gas supplies to be transported from Transco’s Station 210 Zone 6 Pool to its new delivery point on Transco’s Trenton Woodbury Lateral located at the Chesterfield Meter Station.”

WHEREAS, if PennEast Pipeline is built, it is planned to terminate at its Transco connector so Transco's compressor Station 205 located on Cold Soil Road will transmit its capacity; and

WHEREAS, Transco's Garden State Expansion project is designed to carry 180,000 daily dekatherms from the PennEast Pipeline terminus of PennEast to the beginning of New Jersey Natural Gas Co.'s Southern Reliability Link and the Southern Reliability Link pipeline has been planned to receive and transport 180,000 daily dekatherms from the Garden State Expansion pipeline into New Jersey Natural Gas' system; and

WHEREAS, these four (4) new pipelines (PennEast, Crestwood Marc II, Garden State Expansion Project, and Southern Reliability Link) are all segments of one dependent pipeline system; each segment is interdependent upon the others, each segment interconnects and there are contracts and capacity for exactly the same daily capacity of 180,000 dekatherms in firm supply from PennEast; and

WHEREAS, the proposed PennEast pipeline has been the subject of Township Resolutions, Comments, Letters, and a Board of Health Resolution following a Public Hearing; and

WHEREAS, the FERC has released an Environmental Assessment dated November 2015 of the Garden State Expansion Project for public comment due on or by December 4, 2015; and

WHEREAS, it is in the interest of the Township of Kingwood to take all appropriate actions including intervention at the FERC regarding new proposed infrastructure and facilities that if constructed will become interdependent segments of the proposed PennEast pipeline and that will cumulatively impact the Township and its residents; and

WHEREAS, the construction and connection of the PennEast pipeline to Transco's infrastructure for transmission through Transco's Stations 205, 203, and 210 of 180,000 dekatherms per day of gas from the proposed PennEast pipeline into the Garden State Expansion Project lines and the Southern Reliability Link Project, will certainly cause irreparable harm to the environment and resources of Kingwood Township; and

WHEREAS, based upon the above facts these four projects are a de facto single project with a single purpose, and as a result, they should be reviewed as such by the FERC in a thorough cumulative analysis of all impacts from every proposed segment; and,

NOW, THEREFORE, BE IT RESOLVED on this 16th day of November, 2015, by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey that the Township Committee shall hereby take steps necessary to obtain a cumulative Environmental Impact Statement analysis of all impacts by the PennEast pipeline, the Crestwood

Marc II pipeline, the Garden State Expansion Project, and the Southern Reliability Link Project and oppose the review of these pipelines as segments of this interdependent system.

BE IT FURTHER RESOLVED that a copy of this Resolution be distributed to Governor Chris Christie, U.S. Senator Michael J. Doherty, U.S. Senator Cory Booker, Assemblyman John Dimasio, Assemblyman Erik Peterson, Congressman Leonard Lance, Members of the 23rd Legislative District, Hunterdon County Board of Chosen Freeholders, New Jersey Department of Environmental Protection, Federal Energy Regulatory Commission, PennEast Pipeline Company, LLC, Affected Municipalities in Luzerne, Carbon, Northhampton and Bucks Counties in Pennsylvania, Affected Municipalities in Hunterdon and Mercer Counties in New Jersey, New Jersey State League of Municipalities, The New Jersey Conservation Foundation, The Sierra Club, the Delaware Riverkeeper, Kingwood Township Open Space Committee, Delaware River Basin Commission and Kingwood Township Citizens Against the PennEast Pipeline.

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

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

Hopewell Twp. Resolution re: Requesting DRBC to Hold Independent Hearings

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2015 – 129

RESOLUTION REQUESTING THE DELAWARE RIVER BASIN COMMISSION TO HOLD INDEPENDENT HEARINGS RELATED TO THE PROPOSED PENNEAST PIPELINE

WHEREAS, PennEase Pipeline Company, LLC plans to construct a natural gas pipeline From Wilkes-Barre, Pennsylvania to Kingwood Township, New Jersey; and

WHEREAS, the Delaware River Basin Commission (DRBC) is a federal-interstate compact government agency that was formed by concurrent legislation enacted in 1961 by the United State and the four basin states (Pennsylvania, New York, New Jersey, and Delaware); and

WHEREAS, the DRBC has legal authority over both water quality and water quantity-related issues throughout the basin; and

WHEREAS, PennEast Pipeline will adversely affect water quality and water quantity throughout the basin, including in municipalities affected by the pipeline, such as Kingwood Township.

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

1. The Township Committee requests the DRBC to hold independent hearings regarding the pipeline, separate and apart from any hearings held by the Federal Energy Regulatory Commission (FERC);
2. The Township Committee invites the DRBC to hold one of those independent hearings at the Kingwood Township Municipal Building;
3. The Township Committee requests that the hearings be held as soon as time permits; and
4. The Township Committee encourages the DRBC to hold such hearings in other affected communities along the length of the proposed pipeline.

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

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

United Reformed Church Bl 12 L 25

Mayor Dodds reported on the closing for the Church property, which is scheduled for December 16, 2015 at 8:30A.M.

Repair of County Road 519 Bridges 110 & 111

Mayor Dodds noted that the County Road 519 Bridges 110 and 111 are continuing to be worked on.

Repairs to Municipal Building

Mayor Dodds briefly reviewed plans for the repairs to the Municipal Building. He explained that the construction has been started by the Department of Public Works and they will be working on the pipework when the ground dries out. The contractor then plans on putting the new walkway in along with the new door and windows.

Mayor Dodds noted a smoke test has been done to find a clog in the pipes in the basement of the municipal building.

Request from KT Volunteer Fire Company Chief to discuss Manning of Fire Co

Mayor Dodds noted that this will be tabled until next month. The Township Committee are expecting them to submit a plan for recruiting new members. There was a brief discussion regarding speaking to Milford Fire Department regarding the recruit of their DPW.

MINUTES

November 5, 2015 Regular Meeting Minutes

It was moved by Mr. Lubitz, seconded by Mrs. Haywood and carried to approve the November 5, 2015 Regular Meeting Minutes for the Township Committee.

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

November 5, 2015 Executive Session Minutes

It was moved by Mr. Lubitz, seconded by Mrs. Haywood and carried to approve the November 5, 2015 Executive Session Meeting Minutes of the Township Committee.

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

November 12, 2015 Special Meeting Minutes

It was moved by Mr. Lubitz, seconded by Mrs. Haywood and carried to approve the November 12, 2015 Special Meeting Minutes for the Township Committee.

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

May 16, 2001 Special Meeting

It was moved by Mrs. Haywood, seconded by Mr. Lubitz and carried to approve the May 16, 2001 Special Meeting Minutes for the Township Committee.

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

Discuss 2016 Municipal Appointments

The Township Committee reviewed all the appointments for 2016. Committeeman Lubitz feels that this is a good opportunity to restructure the Construction Department, since the majority of the positions will be vacant. Mayor Dodds noted that this will be discussed during executive session.

There were a few suggestions for vacancies on a few of the boards. The Township Clerk’s office will contact all of the individuals that are to be reappointed and invite them to the reorganization meeting. The Township Committee Members will seek new members for some of the vacancies.

EXECUTIVE SESSION – RESOLUTION NO. 2015 – 126

The following Resolution was introduced to enter into closed session at approximately 9:20P.M.:

RESOLUTION NO. 2015 – 126

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:

Zoning Violation – Bl 8 L 16 (Moskal)
Contractual – Memorandum of Agreement w State (HBP)
Contractual – Affordable Housing Declaratory Judgement Update
Litigation – Bl 14 L 25.02 & 25.03 (McNutt)
Personnel – Discuss DPW Agreement with Local Union 469
Personnel – Discuss Staffing of Construction Department
Employment Applications for Zoning Officer & General Code
Enforcement Officer
Contractual/Personnel – Deputy General Code Enforcement Officer
Deputy Zoning Officer

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

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

RETURN TO REGULAR SESSION

The Township Committee returned to regular session at 10:22P.M.

Schedule Interviews for Zoning Officer & General Code Enforcement Officer

The Township Committee noted that if it does not work out regarding shared services with Franklin Twp., then an ad will be placed for the open positions for Zoning Officer/General Code Enforcement Officer and Construction Code Official/Building Inspector and Construction Code Technical Assistant.

ADJOURNMENT

It was moved by Mr. Lubitz, seconded by Mrs. Haywood and carried to adjourn the meeting at 10:25P.M. **All** voted **Aye** on **Roll Call Vote**.

Respectfully submitted,

**Cynthia L. Keller,
Deputy Clerk**