

KINGWOOD TOWNSHIP COMMITTEE

JANUARY 4, 2016

**Reorganizational Meeting Agenda
6:00 P.M.**

Call to Order

Pledge of Allegiance

Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act by publication of the notice in the Hunterdon Democrat and Courier News on December 17, 2015 and by telefaxing a copy of the notice to the Express Times on December 14, 2015. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on December 14, 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.

Oath of Office for Township Committeeman

Election of Mayor

Oath of Office for Mayor

Election of Deputy Mayor

Oath of Office for Deputy Mayor

Resolution No. 2016-01 – Confirming Election of Mayor and Deputy Mayor

Municipal and Mayoral Appointments

Oath of Office for Appointments

Resolution No. 2016-01A – Confirming Municipal and Mayoral Appointments

Resolutions No. 2016-01B through 2016-01H

Resolution No. 2016-02 – Temporary Appropriations

Kingwood Township Committee January 4, 2016 Reorganizational Agenda Continued

Public Comment – Privilege of the Floor

Comments from Mayor and Township Committee

Adjournment

2016 – 01

JANUARY 4, 2016

REORGANIZATIONAL MEETING

The Kingwood Township Committee met on the above date at 6:00 P.M. at their reorganizational meeting for 2016.

Present at the meeting were Township Committee Members Diana Haywood, Phillip Lubitz, Richard Dodds, Attorney Katrina Campbell, Judge John Petronko, Deputy Clerk Cynthia Keller and Clerk Mary MacConnell. Clerk Mary MacConnell called the meeting to order and following the salute to the flag read aloud the following:

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 17, 2015 and by telefaxing a copy of the notice to the Express Times on December 14, 2015. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on December 14, 2015.

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OATH OF OFFICE FOR TOWNSHIP COMMITTEEMAN

Judge Petronko administered the Oath of Office to Richard Dodds who will continue serving on the Township Committee for new a three year term until 12/31/2018.

ELECTION OF MAYOR

It was moved by Mr. Lubitz, seconded by Mr. Dodds and carried to elect Diana Haywood as Mayor to the Kingwood Township Committee for the year 2016.

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

OATH OF OFFICE FOR MAYOR

Judge Petronko administered the Oath of Office to Diana Haywood, as the Mayor for the Kingwood Township Committee for the year 2016.

ELECTION OF DEPUTY MAYOR

2016 – 02

It was moved by Mr. Dodds, Mayor Haywood stepped down from the Chair, second the motion and carried to elect, Phillip Lubitz as the Deputy Mayor for the year 2016.

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

OATH OF OFFICE FOR DEPUTY MAYOR

Judge Petronko administered the Oath of Office to Phillip Lubitz for the position of Deputy Mayor for the year 2016.

RESOLUTION

Resolution No. 2016-01 – Confirming Election of Mayor and Deputy Mayor

The following Resolution was introduced:

ELECTION OF MAYOR

BE IT RESOLVED that Diana Haywood is hereby elected as Mayor of Kingwood Township for the calendar year 2016 and until the qualification of a successor.

ELECTION OF DEPUTY MAYOR

BE IT RESOLVED that Phillip Lubitz is hereby elected as Deputy Mayor of Kingwood Township for the calendar year 2016 and until the qualification of a successor.

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

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

MUNICIPAL AND MAYORAL APPOINTMENTS FOR 2016

Mayor Haywood, Deputy Mayor Lubitz and Committeeman Dodds read aloud the following New Municipal Appointments for 2016:

MUNICIPAL APPOINTMENTS 2016

2016 – 03

<u>POSITION</u>	<u>TERM</u>	<u>ENDING</u>	<u>NAME</u>
Auditor	1 Year	12/31/16	Bill Colantano (Colantano P.C.)
Attorney	1 Year	12/31/16	Katrina Campbell (LSA&C)
Land Use Boards Atty.	1 Year	12/31/16	David Pierce (L.M.E.C. P.C.)
Engineer	1 Year	12/31/16	Thomas Decker (VanCleaf Eng.)
Twp. Planner	1 Year	12/31/16	David Banisch (Banisch Assoc.)
Deputy EMC	1 Year	12/31/16	Mary E. MacConnell
Dog License Agent	1 Year	12/31/16	Sandra McNicol
Animal Control Officer	1 Year	12/31/16	Animal Control Solutions (LLC)
911 Coordinator	1 Year	12/31/16	David Gill
Tax Search Officer	1 Year	12/31/16	Diane Laudenbach
Assessment Search Officer (RS54:5.18.1)	1 Year	12/31/16	Mary E. MacConnell
Affirmative Action Officer	1 Year	12/31/16	Mary E. MacConnell
Clean Communities Coord.	1 Year	12/31/16	Sandra McNicol
Recycling Coord.	1 Year	12/31/16	Sandra McNicol
Perc & Soil Log Officer	1 Year	12/31/16	Van Cleaf Eng. Assoc.
Open Space/CADB Liaison	1 Year	12/31/16	Elizabeth Schmid
Local Historian	1 Year	12/31/16	Sal DeSapio
Zoning Officer	1 Year	12/31/16	Vacant
General Code Enforcement Officer	1 Year	12/31/16	Vacant
Deputy Zoning/G. Code Enforcement Official	1 Year	30 Days	William Sidote
Construction Code Official	4 Years	60 Days	Thomas Lance
Building Sub-Code Official	4 Years	60 Days	Thomas Lance
Building Inspector	4 Years	60 Days	Thomas Lance
Construction Code Tech Assistant	1 Year	60 Days	Thomas Lance
Park Directors	1 Year	12/31/16	Jeffrey & Brenda Frischer
County Mun. Coord. For the Office of Aging	1 Year	12/31/16	Diana Haywood
Custodian	1 Year	12/31/16	Rosemarie Dipple
DPW Liaison	1 Year	12/31/16	Richard Dodds
Qualified Purchasing Agt.	1 Year	12/31/16	Diane Laudenbach
<u>BOARD OF HEALTH</u>			
Governing Body Member	1 Year	12/31/16	Phil Lubitz
Alternate#2	2 Year	12/31/17	Nancy Marmorato

2016 – 04

RECYCLING COMMITTEE

Governing Body Member	1 Year	12/31/16	Diana Haywood
SWAC Representative	1 Year	12/31/16	Sandra McNicol
Citizen Member			

BOARD OF ADJUSTMENT

Citizen Member	4 Year	12/31/19	David Hewitt
	4 Year	12/31/19	Vacant
Alternate #2	2 Year	12/31/17	Vacant

RECREATION COMMISSION

Governing Body Member	1 Year	12/31/16	Richard Dodds
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PARKS AND RECREATION COMMITTEE

Recr. Comm. Member	1 Year	12/31/16	Richard Dodds
Citizen Member	3 Year	12/31/18	Sharon Lightner
	3 Year	12/31/18	Michael DeSapio

CITIZEN ADVISORY PANEL TO PARKS AND RECREATION COMMITTEE

Citizen Members	1 Year	12/31/16	Eugene Hill
	1 Year	12/31/16	Anthony Gioffre
	1 Year	12/31/16	Vacant
	1 Year	12/31/16	Vacant
	1 Year	12/31/16	Vacant
	1 Year	12/31/16	Vacant

MUNICIPAL COURT

Sub-Court Administrator	1 Year	12/31/16	Mary Hoagland
Prosecutor	1 Year	12/31/16	Mary Mott
Sub-Prosecutor	1 Year	12/31/16	Robert Ballard
Public Defender	1 Year	12/31/16	Scott Wilhelm
Sub-Public Defender	1 Year	12/31/16	John Caleca
Court Recorder	1 Year	12/31/16	Tracy Miller
Sub-Court Recorder	1 Year	12/31/16	Cynthia Keller
Municipal Court Security Officer	1 Year	12/31/16	Douglas Schrade

SOLID WASTE ADVISORY COUNCIL

SWAC Representative	1 Year	12/31/16	Sandra McNicol
Alternate Member	1 Year	12/31/16	Diana Haywood

EMERGENCY MANAGEMENT COUNCIL

2016 – 05

Members	1 Year	12/31/16	Mary E. MacConnell
	1 Year	12/31/16	Phillip Lubitz
	1 Year	12/31/16	Thomas Leone
	1 Year	12/31/16	Diane Laudenbach
	1 Year	12/31/16	Richard Gimson
	1 Year	12/31/16	Jack Search
	1 Year	12/31/16	Richard Dodds
	1 Year	12/31/16	Harold Ryan
	1 Year	12/31/16	Jason Narbonne

SECRETARIES

Board of Adjustment	1 Year	12/31/16	Kris Boxwell
Board of Health	1 Year	12/31/16	Diane Laudenbach
Planning Board	1 Year	12/31/16	Diane Laudenbach
Parks and Recreation	1 Year	12/31/16	Cynthia L. Keller
Environmental Comm.	1 Year	12/31/16	Cynthia L. Keller
OpenSpace/Ag Comm.	1 Year	12/31/16	Cynthia L. Keller
Housing Board	1 Year	12/31/16	Cynthia L. Keller

MAYORAL APPOINTMENTS

ENVIRONMENTAL COMMISSION

Governing Body Liaison	1 Year	12/31/16	Diana Haywood
Citizen Members	3 Year	12/31/18	Sandra McNicol
	3 Year	12/31/18	David Posey
	3 Year	12/31/18	Deborah Kratzer
Alternate #2	2 Year	12/31/17	Willard Reasoner

PLANNING BOARD

Class I (Mayor)	1 Year	12/31/16	Diana Haywood
Class III			
(Governing Body Member)	1 Year	12/31/16	Richard Dodds
Class IV			
(Municipal Official – Environ			
Commission)	3 Year	12/31/18	Sandra McNicol
(Citizen Members)	4 Year	12/31/19	Tom Ciacciarelli
	4 Year	12/31/19	Vacant
Alternate#2	2 Year	12/31/17	Christopher Ely

COMMERCIAL AND INDUSTRIAL COMMITTEE

Governing Body Member	1 Year	12/31/16	Phillip Lubitz
Citizen Members			

2016 – 06

BOE Member	3 Year	12/31/18	Vacant
EC Member	3 Year	12/31/18	Vacant
	3 Year	12/31/18	Jim Sherron

AGRICULTURE ADVISORY COMMITTEE

Governing Body

Member	1 Year	12/31/16	Richard Dodds
	3 Year	12/31/18	William Pandy
	3 Year	12/31/18	Cynthia Niciecki

OPEN SPACE ADVISORY COMMITTEE

Governing Body Member, Mayor	1 Year	12/31/16	Diana Haywood
Governing Body Member	1 Year	12/31/16	Phillip Lubitz
Citizen Members			
Environ. Comm. Member	3 Year	12/31/18	Sandra McNicol

COUNCIL ON AFFORDABLE HOUSING BOARD

COAH Liaison	1 Year	12/31/16	Phillip Lubitz
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HOUSING BOARD

Citizen Member	1 Year	12/31/16	Phillip Lubitz
	1 Year	12/31/16	James Wells
	1 Year	12/31/16	Norman Reim
	1 Year	12/31/16	Cynthia Ostergaard
	1 Year	12/31/16	Nancy Good
	1 Year	12/31/16	Vacant

SUSTAINABLE KINGWOOD TEAM

Governing Body Member	1 Year	12/31/16	Diana Haywood
Environmental Member	1 Year	12/31/16	Vacant
Environmental Member	1 Year	12/31/16	Tim Cahalin
Citizen Rep. Scouts	1 Year	12/31/16	Vacant
B.O.E. K.T.S.	1 Year	12/31/16	Vacant
Citizen Rep. Member	1 Year	12/31/16	Eric Scher
Citizen Rep. Member	1 Year	12/31/16	Willard Reasoner

INSURANCE FUND COMMISSION

Governing Body Member	1 Year	12/31/16	Diana Haywood
Municipal Official	1 Year	12/31/16	Diane Laudenbach
C.F.O.			
Municipal Official	1 Year	12/31/16	Mary E. MacConnell
Twp. Clerk			

OATH OF OFFICE FOR APPOINTMENTS

Judge Petronko administered the Oath of Office to all members of the Committees, Commissions and Boards that were present. The Committee Members thanked everyone who serves as volunteers for the township and for coming to the meeting this evening.

RESOLUTION

Resolution No. 2016-01A – Confirming Municipal and Mayoral Appointments

The following Resolution was introduced:

RESOLUTION NO. 2016 - 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 2016.

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

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

RESOLUTION

Resolution No. 2016 - 01B – Resolution Designating Official Newspaper

The following Resolution was introduced:

RESOLUTION NO. 2016 - 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 2016.

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

2016 – 08

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

RESOLUTION

Resolution No. 2015-01C - Open Public Meetings Act

The following Resolution was introduced:

RESOLUTION NO. 2016- 01C

OPEN PUBLIC MEETINGS ACT

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 2016 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:

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- 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.

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

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

RESOLUTION

Resolution No. 2015-01C – Resolution Designating Agent for Social Security and Pension

The following Resolution was introduced:

RESOLUTION NO. 2015 – 01D
RESOLUTION DESIGNATING AGENT FOR
SOCIAL SECURITY AND PENSION

2016 – 10

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 Laudenschlager 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 2015.

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

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

RESOLUTION

Resolution No. 2016 – 01E – Rate of Interest on Delinquent Taxes

The following Resolution was introduced:

RESOLUTION NO. 2016 – 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.

2016 – 11

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.

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

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

RESOLUTION

Resolution No. 2016 – 01F – Authorizing Township Attorney to Represent Kingwood Township Attorney to Represent Kingwood Township in Tax Matters

The following Resolution was introduced:

RESOLUTION NO. 2015 – 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 and the Tax Assessor, 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. Lubitz, seconded by Mr. Dodds and carried to adopt the foregoing Resolution.

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

RESOLUTION

Resolution No. 2016-01G – Resolution Designating Official Bank Depositories and Accounts

2016 – 12

The following Resolution was introduced:

RESOLUTION NO. 2016 - 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 2016 and checks drawn against the accounts be signed as follows:

Township Clerk	Current Fund
AND	Capital
Chief Financial Officer	Animal Control Fund
AND	General Trust
Mayor or Deputy Mayor	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 2016 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. Lubitz, seconded by Mr. Dodds and carried to adopt the foregoing Resolution.

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

RESOLUTION

Resolutions No. 2016-01H – Canceling Small Balances

RESOLUTION NO. 2016 – 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 2016 in accordance with N.J.S.A. 40A:5-17.1.

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

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

RESOLUTION

Resolution No. 2016-02 – Temporary Appropriations

The following Resolution was introduced:

RESOLUTION NO. 2016 – 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 2016 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 2016; and

WHEREAS, one quarter of the total appropriations (exclusive of debt redemption, public assistance and capital improvements) in the 2015 Municipal Budget is \$671,596.54.

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	\$1,575.00
SALARIES AND WAGES	\$36,000.00
OTHER EXPENSES	\$6,037.50

ELECTIONS

OTHER EXPENSES	\$525.00
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GOVERNING BODY

SALARIES AND WAGES	\$2,150.00
OTHER EXPENSES	\$1,000.00

FINANCIAL ADMINISTRATION

ANNUAL AUDIT	\$5,000.00
SALARIES AND WAGES	\$15,000.00
OTHER EXPENSES	\$3,250.00

TAX ASSESSMENT ADMINISTRATION

MAINTENANCE OF TAX MAP	
SALARIES AND WAGES	\$9,800.00
OTHER EXPENSES	\$1,000.00

REVENUE ADMINISTRATION

SALARIES AND WAGES	\$9,000.00
OTHER EXPENSES	\$3,500.00

MUNICIPAL PROSECUTOR

SALARIES AND WAGES	\$3,150.00
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LEGAL SERVICES

OTHER EXPENSES	\$15,000.00
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ENGINEERING

OTHER EXPENSES	\$750.00
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PLANNING BOARD

SALARIES AND WAGES	\$5,750.00
OTHER EXPENSES	\$3,675.00

ZONING BOARD

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SALARIES AND WAGES	\$1,837.50
OTHER EXPENSES	\$1,250.00
ZONING OFFICIAL	
SALARIES AND WAGES	\$3,255.00
OTHER EXPENSES	\$100.00
ENVIRONMENTAL COMMISSION	
SALARIES AND WAGES	\$700.00
OTHER EXPENSES	\$735.00
INDUSTRIAL COMMISSION	
OTHER EXPENSES	\$100.00
RECYCLING PROGRAM	
OTHER EXPENSES	\$1,575.00
INSURANCE	
LIABILITY INSURANCE	\$25,000.00
WORKER'S COMPENSATION INSURANCE	\$90,000.00
EMPLOYEE GROUP INSURANCE	\$36,000.00
DENTAL/EYEGLOSS BENEFITS	\$16,380.00
MUNICIPAL COURT	
SALARIES AND WAGES	\$15,250.00
OTHER EXPENSES	\$1,050.00
PUBLIC DEFENDER	
SALARIES AND WAGES	\$945.00
EMERGENCY MANAGEMENT SERVICES	
SALARIES AND WAGES	\$1,500.00
OTHER EXPENSES	\$525.00
COMPLIANCE WITH COAH	
SALARIES AND WAGES	\$450.00
OTHER EXPENSES	\$100.00
STREETS AND ROAD MAINTENANCE	
SALARIES AND WAGES	\$145,000.00
OTHER EXPENSES	\$45,000.00
GASOLINE	\$10,000.00
VEHICLE MAINTENANCE	\$10,000.00
SNOW REMOVAL	
SALARIES AND WAGES	\$20,000.00
OTHER EXPENSES	\$10,000.00
STREET LIGHTING	
OTHER EXPENSES	\$2,500.00
CONSTRUCTION	
SALARIES AND WAGES	\$16,000.00
OTHER EXPENSES	\$1,050.00
PUBLIC BUILDINGS AND GROUNDS	
SALARIES AND WAGES	\$3,150.00
OTHER EXPENSES	\$7,875.00
BOARD OF HEALTH	
SALARIES AND WAGES	\$2,100.00
OTHER EXPENSES	\$1,575.00
PARKS AND PLAYGROUNDS	

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SALARIES AND WAGES	\$1,050.00
OTHER EXPENSES	\$1,050.00
OPEN SPACE	
SALARIES AND WAGES	\$750.00
OTHER EXPENSES	\$250.00
RECREATION	
OTHER EXPENSES	\$1,050.00
OFFICE OF LOCAL HISTORIAN	
OTHER EXPENSES	\$100.00
UTILITY AND BULK EXPENSES	
ELECTRICITY	\$5,250.00
TELEPHONE	\$2,887.50
HEATING FUEL OIL	\$10,000.00
NATURAL GAS	\$4,500.00
SOLID WASTE	\$1,250.00
GENERAL CODE ENFORCEMENT	
SALARIES AND WAGES	\$1,250.00
SOCIAL SECURITY	
OTHER EXPENSES	\$21,000.00
DISABILITY INSURANCE	
OTHER EXPENSES	\$350.00
DCRP	
OTHER EXPENSES	\$300.00
TOTAL TEMPORARY APPROPRIATIONS:	<u><u>\$644,202.50</u></u>
BOND INTEREST PAYMENT	\$9,700.00
DEBT SERVICE	<u><u>\$9,770.00</u></u>

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

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

Public Comment – Privilege of the Floor

There were no comments from the public.

Comments from Mayor and Township Committee

Mayor Diana Haywood thanked her fellow Committee Members for having the confidence in her and by selecting her to lead the township for the coming year. She feels that they will all work together as they have been to keep our taxes low and to continue to provide quality municipal service while retaining our rural character. She thanked Richard Dodds for his service as the Mayor last year during 2015. She noted that there was one significant achievement that she wanted to point out, which is the combination of a four year effort, which was a piece of property the township closed on that was a million dollar acquisition. This was done using Green Acres and County Funds and only cost the township \$150.00. She congratulated Richard Dodds for all his efforts he put into this property.

Mayor Haywood also thanked the municipal staff, and the volunteers who staff the Boards and the Commissions. She stated the volunteers give up countless hours of their personal time for the good of the community. She commented on the Parks and Recreation Committee and thanked everyone who contribute and work on all the park events. She explained that without them all the events and activities would not occur. She thanked all the organizations who provide service when we need them, the Kingwood Township Fire Company, Rescue Squad, PTA, Education Foundation, Girl Scouts and Boy Scouts. She also commented on the Penn East Pipeline, which significantly threatens our rural landscape, as well as, are way of life. She mentioned two organizations, which are the Kingwood Township Citizens Against the Pipeline and the Kingwood Township Environmental Commission who have spent numerous hours working out the position of the pipeline. Maureen Synchron, who is guiding the Citizens Against the Pipeline group has been invaluable keeping us informed about the various activities, as well as sharing information on how we can protect our land. She thanked Debbie Kratzer, Chairwoman of the Environmental Commission along with the help of the Commission who have worked through great number of detailed large documents, as they have spent many hours. She explained how the Federal Energy Regulatory Commission (FERC) determines whether the Pipe Line is approved or not approved to go through. She explained that Kingwood Township maintains a rural character and remains a safe place to live. She stated the Township Committee have been selected by you the people to represent your best interest and she encourages public input. She asked to please feel free to continue to contact the Township Committee.

Deputy Mayor Phillip Lubitz stated that in Kingwood Township we have an extraordinary opportunity to continue moving towards the ideal as expressed by Abraham Lincoln, a “government of the people, by the people, for the people”. At this time more than ever it is essential that government take affirmative steps to assure that it is inclusive, above reproach and attentive to the will of the people. He feels that the Reorganization Meeting is an opportunity when we read the list of appointees for the coming year. We get a partial view of the many individuals who are volunteers, and staff that make it a big part of what makes Kingwood the Township we all love. He congratulated Mayor Diana Haywood and thanked the many volunteers of the Township who spend many hours of their time for the community.

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Richard Dodds commented first by thanking Mayor Diana Haywood and Deputy Mayor Phillip Lubitz for the great year they just completed as Township Committee. He thanked all the volunteers for all that they do and the time that they have given to the Township. He also commented on the Horseshoe Bend Park and all the work that has been done there since the township has obtained the property. He mentioned the trails and the bridges that were constructed and all the volunteers that helped. He also thanked all the organizations that volunteer throughout the township.

ADJOURNMENT

It was moved by Mr. Lubitz, seconded by Mr. Dodds and carried to adjourn the meeting at 6:33PM. **All** voted **Aye** on **Roll Call Vote**.

Respectfully submitted,

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