

# **KINGWOOD TOWNSHIP COMMITTEE**

## **Regular Meeting Agenda**

**July 7, 2016 – 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 14, 2016 and by telefaxing copies of the notice to the Express Times on January 8, 2016. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on January 8, 2016.**

**In order to ensure full public participation in this meeting, all members of this Committee, 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**

### **Executive Session - Resolution No. 2016-79**

Contractual – Courtroom Security

### **Return to Regular Session**

### **Correspondence**

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

### **Bills and Claims**

### **Reports**

NJSP of May 2016

Emergency Management Coordinator

Animal Control Report - July

Construction Reports of May 2016

Court Report of May 2016

Finance:

Budget Report thru June 2016

Tax Collector's Report of May 2016

Township Engineer's Report

Zoning Officer & Gen'l Code Enforcement Officer Report of June 2016

## **July 7, 2016 Township Committee Agenda Continued**

### **Future Meetings and Activities**

- July 9 -** Cleanup Dumpsters at Township Garage from 9:00am-12:00noon  
permit required
- July 9 –** Recycling at Township Garage from 9:00AM-12:00Noon
- July 25 -** Deadline to File Petition for School Board Member for November  
General Election, with County Clerk by 4:00PM
- Discuss Change of Mtg Date - August 4 -** Monthly Meeting of Township  
Committee at Municipal Building beginning at 7:00pm
- October 18 -** Hunterdon County Freeholders to use Municipal Building for a  
regular meeting, begins at 4:00PM with an Executive  
Session & Open Session starts at 5:30PM

### **Ordinances**

#### **Resolutions**

- Resolution No. 2016-80 -** Tax Sale Redemption Bl 12 L 7
- Resolution No. 2016-81 -** Tax Sale Excess Refund Bl 37 L 2
- Resolution No. 2016-82 -** Approve 2016-2017 ABC License Renewal
- Resolution No. 2016-83 -** Authorize Hunting & Lottery on Twp Properties

#### **New Business**

- Personnel – Rice Notice – Temporary Gen'l Code Enf Officer/Zoning Officer  
Rice Notice – Dog Licensing Agent - Reports
- Price Quotations for Municipal Building Handrail
- Price Quotation for Construction Office Software
- Flu Clinic for Employees
- Authorize Purchase of All Terrain Vehicle thru MRESC
- Discuss Consolidating Rescue Services w/Franklin Twp
- Discuss Joint Road Maintenance Agreement

#### **Appointments**

- General Code Enforcement Officer/Zoning Officer – Resolution No. 2016-84

#### **Old Business**

- Comments to Committee Members – Jason Narbonne – KT Vol Fire Co
- Sustainable Aquaculture Systems, Inc.
- PennEast Pipeline – Authorize Mayor to sign Letters Requesting to be Consulting Party,  
Letter from NJCF – Recent Developments
- Discuss Requests from Zoning/General Code Enforcement Officer – Application Fee &  
Regulations for Chickens & Other Fowl
- Newsletter Sample
- Storage Room Filing at DPW

## **July 7, 2016 Township Committee Agenda Continued**

### **Minutes**

June 2, 2016 Regular Meeting Minutes  
June 2, 2016 Executive Session Minutes

### **Return to Executive Session – Resolution No. 2016 – 79 Continued**

**Contractual – Affordable Housing Update**

**Zoning Violations – BI 8 L 16 (Moskal),**

**BI 17 L 8 (Accurate Waste Systems)**

**Litigation – Tax Complaint BI 25 L 1.03 (Ruhland)**

### **Return to Regular Session**

## **Adjournment**

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

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July 7, 2016

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

Also present at the meeting were Deputy Mayor Phillip Lubitz, Committeeman Richard Dodds, Attorney Katrina Campbell, C.F.O./Tax Collector Diane Laudenbach, Deputy Clerk Cynthia Keller and Clerk Mary E. MacConnell. Mayor Diana Haywood 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 14, 2016 and by telefaxing copies of the notice to the Express Times on January 8, 2016. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on January 8, 2016.**

**In order to ensure full public participation in this meeting, all members of this Committee, 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**

**EXECUTIVE SESSION – RESOLUTION NO. 2016 – 79**

The following Resolution was introduced to enter into closed session at approximately 7:04P.M.:

**RESOLUTION NO. 2016 - 79**

**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:
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:

**Contractual – Courtroom Security**  
**Contractual – Affordable Housing Update**  
**Zoning Violations – BI 8 L 16 (Moskal), BI 17 L 8 (Accurate**  
**Waste Systems)**  
**Litigation – Tax Complaint BI 25 L 1.03 (Ruhland)**

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

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Dodds, Lubitz, Haywood</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

### **RETURN TO REGULAR SESSION**

The Township Committee returned to regular session at 7:31P.M. Mayor Haywood thanked everyone for their patience who returned to the meeting after executive session.

### **CORRESPONDENCE**

N/A

### **PUBLIC COMMENT – PRIVILEGE OF THE FLOOR**

Frank Floyd, President KT Vol. Fire Co.- Thanked the Township Committee Members for allowing him to distribute copies of their updated recruitment and retention plan. He then noted he wanted to dispel some rumors. The Kingwood Township Vol. Fire Co. does not have any plans to sell any assets or give up the lease of the stations and never have. He noted that they are all up to date on their vehicles, but will always be exploring as it takes time when the time does come. He noted that they have looked at a ladder truck, but have a lot of things to consider and big investments. He commented on their bylaws and the changes that have been made to them.

Mr. Floyd talked about the comments made on Facebook regarding their income and expenses, which he stated are completely false. He noted, aside from coin toss and a fund raising letter that was sent out to all the residents the major income is with pool fills. He noted that this gets them out to meet the residents and they also receive donations from them. He stated they have made large capital improvements over the last few months by replacing all the windows at Station #2. He then reviewed their recruitment and retention plan, which they are up approximately 18 responding members. He reviewed their plans page by page. He talked about the polytechnic program for recruits, and stated the bylaws have all been considered by the members, and they will be voting on them at their next meeting.

Mr. Floyd expressed that they are trying to make sure the residents are safe during the daytime hours, which are the problem hours for coverage. He explained that Quakertown Fire Company and Kingwood assist each other as needed at no charge. He explained there were two new members who started this year. They plan on soliciting new members with signs around the township and hoping to recruit younger members in the near future.

Mayor Haywood commented on the updated plan distributed tonight and feels things look good and seem to be progressing.

Bob Hanley Sr. – Spring Hill Road, Stated he has been a member of the Fire Company for many years. He feels there seems to be a lot of personality conflicts between older and younger members. He feels that it is very unfortunate, but that everyone is having issues all over the county. He commends what Frank Floyd is trying to do to improve the department.

Deputy Mayor Lubitz thanked Bob Hanley for his comments and stated he really admires and appreciates what they all do. He commented on the Kingwood Facebook page, which he feels was pretty disturbing, but seems to be a lot of community support for what the firefighters do. He feels it is very important to have a company who can respond and keep the community safe.

Diane Hanley – Spring Hill Road, Stated both of her sons are also in the Kingwood Twp. Volunteer Fire Department. She stated that she is very disturbed about all the free time people have to create rumors about the current members and the department. She feels that everyone needs to get along and volunteer. She also asked about Jason Narbonne's comments listed under old business. Mayor Haywood stated the township minutes will be available on the township's website and they should answer her questions. Diane Hanley thanked the Township Committee for their time.

**BILLS AND CLAIMS**

It was moved by Mr. Lubitz, seconded by Mr. Dodds and carried to approve and pay all bills and claims in the amount of **\$2,609,763.25** that are in order and attached as Bill List for July, 2016.

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

**REPORTS**

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

NJSP of May 2016

Emergency Management Coordinator

EMC, Jack MacConnell reported on reimbursement of a grant for the generators, which would be approximately \$33,000. There was some discussion regarding the current cell tower ordinance. Jack MacConnell suggested the ordinance be amended to change the wording to include tower emergencies. He also reported on the bridge that is out on Horseshoe Bend Road and noted that it is halfway completed. He explained he is working on getting funds back for the blizzard in January of this year.

Everyone thanked EMC, Jack MacConnell for his monthly report.

Animal Control Report - July

Construction Reports of May 2016

Court Report of May 2016

Finance:

Budget Report thru June 2016

Tax Collector's Report of May 2016

Township Engineer's Report

Zoning Officer & General Code Enforcement Officer Report of June 2016

**FUTURE MEETINGS AND ACTIVITIES**

Mayor Haywood reviewed as per the agenda.

**ORDINANCES**

N/A

**RESOLUTIONS**

**Resolution No. 2016-80 - Tax Sale Redemption Bl 12 L 7**

The following Resolution was introduced:

**RESOLUTION NO. 2016 - 80**

**TAX SALE REDEMPTION**

**WHEREAS**, the Tax Collector has received redemption monies in the amount of \$34,906.91 to redeem Tax Sale Certificate No. 13-002 on Block 12, Lot 7; and

**WHEREAS**, the lien holder paid a premium at the time of sale in the amount of \$6,500.00.

**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 \$41,406.91 to US Bank Cust for FNA Jersey BOI LLC, 50 South 16<sup>th</sup> Street, Philadelphia, PA, 19102 for the redemption of Tax Sale Certificate No. 13-002.

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

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Dodds, Lubitz, Haywood</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**Resolution No. 2016-81 - Tax Sale Excess Refund Bl 37 L 2**

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2016 – 81**

**REFUND OF EXCESS FUNDS PAID AT TAX SALE**

**WHEREAS**, the Township held its tax sale on June 15, 2016, and excess funds were paid by a third party lienholder at the time of the sale on Block 37, Lot 2; and

**WHEREAS**, the third party lienholder has requested a refund of the excess funds paid at the time of sale in the amount of \$ 27.27.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey that the Chief Financial Officer be authorized to issue a refund to Ridgeback Ventures LLC, Custodian for Jane Berger, PO Box 503, Mount Freedom, New Jersey, 07970 in the amount of \$27.27.

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

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Dodds, Lubitz, Haywood</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**Resolution No. 2016-82 - Approve 2016-2017 ABC License Renewal**

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2016 - 82**

**LIQUOR LICENSE APPLICATION RENEWALS**

**SPECIAL RULING BY DIRECTOR**

**WHEREAS**, application has been made to the Kingwood Township Committee for the renewal of Plenary Retail Consumption License 1016-33-001-004 for the 2016-2017 licensing period; and

**WHEREAS**, Plenary Retail Consumption License No. 1016-33-001-004 became inactive as the licensed premises were not open and operating for two full license terms since on or before June 30, 2012, and the licensee subsequently filed a verified petition with the Director of the Division of Alcoholic Beverage Control requesting authorization for the local issuing authority to consider a renewal application for the 2016-2017 license term; and

**WHEREAS**, the Kingwood Township Committee has now received a copy of the Special Ruling issued by the Director of the Division of Alcoholic Beverage Control finding that the licensee has established good cause in accordance with the statutory requirements to warrant an application for renewal pursuant to the provision of N.J.S.A. 33:1-12.39; and

**WHEREAS**, the Kingwood Township Committee, at a meeting assembled, has reviewed the “12.39” Special Ruling and the renewal application, and the submitted application form is complete in all respects, the applicant is qualified to be licensed according to all statutory, regulatory and local governmental ABC laws and regulations, and the issuing authority has reviewed the source of any additional financing obtained in the previous license term for use in the licensed business; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey that the following Plenary Retail Consumption License be hereby renewed for the 2016-2017 licensing period effective July 7, 2016:

1016-33-001-004      Kingwood Liquor LLC  
650 County Road 519  
Frenchtown, NJ 08825  
Municipal Fee: \$2,500      State Fee: \$200.00  
Plenary Retail Consumption License

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 No. 2016-83 - Authorize Hunting & Lottery on Twp Properties**

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2016 - 83**

**A RESOLUTION AUTHORIZING THE TOWNSHIP OF KINGWOOD TO CONDUCT A HUNTING LOTTERY FOR HUNTING AT HORSESHOE BEND LLC - BLOCK 14, L 28.02 (CONSISTING OF A TOTAL OF 137 ACRES); FLAGG - BLOCK 14, LOT 35.01 (CONSISTING OF APPROXIMATELY 110 ACRES); KIRKLAND - BLOCK 28, LOT 2.01 (CONSISTING OF APPROXIMATELY 99 ACRES); HORSESHOE BEND PARK- BLOCK 14, LOT 31.01 (CONSISTING OF APPROXIMATELY 106 ACRES); KINGWOOD TOWNSHIP UKARISH PROPERTY (CONSISTING OF APPROXIMATELY 82 ACRES) AND UNITED REFORMED CHURCH OF SOMERVILLE – BLOCK 12 LOT 25 (CONSISTING OF APPROXIMATELY 99 ACRES)**

**WHEREAS**, the State of New Jersey, Department of Environmental Protection, Division of Parks and Forestry Department (hereinafter, “Department”) is the owner of certain properties known as Horseshoe Bend LLC - Block 14, Lot 28.02 (consisting of a total of 137 acres); Flagg - Block 14, Lot 35.01 (consisting of approximately 110 acres); and Kirkland - Block 28, Lot 2.01 (consisting of approximately 99 acres) which the State acquired pursuant to N.J.S.A. 13:8A-1 et seq., “New Jersey Green Acres Land Acquisition Act of 1968; (hereafter HBP); and

**WHEREAS**, the Township also owns parcels known as Block 14, Lot 31.01, also known as “Horseshoe Bend Park” and consisting of approximately 106 acres, Kingwood Township Ukarish Property (consisting of approximately 82 acres, approximately 60 of which will be available for hunting) (hereafter KTUP) and Kingwood Township First United Church of Somerville Property (consisting of approximately 99 acres) (hereafter HBP East); and

**WHEREAS**, all of the Parcels designated in paragraphs 1 and 2 above shall hereinafter be known as the “Properties”; and

**WHEREAS**, historically, hunting for properly licensed hunters under the rules and regulations of the NJ Department of Environmental Protection, Division of Fish and Wildlife, has been permitted on portions of the Properties; and

**WHEREAS**, the Township of Kingwood has entered into a Memorandum of Agreement with the State of New Jersey, Department of Environmental Protection, Division of Parks and Forestry Department, to manage the HBP and to use the HBP for the sole purposes of improving public access, removing invasive species, establishing protected under-story planting in specified areas, and promoting public awareness of recreational uses, including hunting; and

**WHEREAS**, the Township has determined that the best interest of the Township of Kingwood would be served by controlling hunting on the Properties by way of permitting hunting on the Properties, solely through the means of a lottery that will award permits for deer hunting, which will be open to all properly NJ licensed hunters; and

**WHEREAS**, in order to be eligible for the lottery, prospective hunters must complete a Kingwood Township application form, which is available from the Township Clerk, and pay a five (5) dollar application fee per lottery per season. There is no limit to the number of lottery applications a person may submit per lottery. If awarded a deer hunting permit by way of lottery, persons pay a twenty-five (25) dollar permit fee and certify that they will comply with Kingwood Township Wildlife Management Guidelines, which are available from the Township Clerk, as well as all applicable State of New Jersey statutes, rules and regulations for deer hunting;

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

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1. The Township of Kingwood authorizes the conduct of deer hunting lotteries for, on and in Horseshoe Bend LLC - Block 14, Lot 28.02 (consisting of a total of 137 acres); Flagg - Block 14, Lot 35.01 (consisting of approximately 110 acres); Kirkland - Block 28, Lot 2.01 (consisting of approximately 99 acres); Horseshoe Bend Park, Block 14, Lot 31.01 (consisting of approximately 106 acres), KTUP (consisting of approximately 82 acres of which the Township will authorize for limited, permitted bow hunting 60 acres) and Kingwood Township First United Church of Somerville Property (consisting of approximately 99 acres) (hereafter HBP East), said lottery to occur on date/s as published on the official Kingwood Township website and posted at the Kingwood Township Municipal Building, whereby successful applicants will be selected randomly from all fully compliant lottery applications.

2. Kingwood Township deer hunting lottery application forms are available from the Kingwood Township Clerk’s office during normal business hours for a fee of five (5) dollars per lottery per season.

3. In order for the individual who has completed a fully compliant application to be eligible for the lottery, such application must be provided to the Kingwood Township Clerk 5 days prior to any lottery drawing date/s.

4. All successful lottery winners, in order to be permitted to engage in deer hunting on the Properties, must, prior to hunting, attend a mandatory meeting that will be scheduled by the Township and pay a twenty-five (25) dollar permit fee to Kingwood Township, and certify on a form available from the Township Clerk that they will comply with all Kingwood Township Wildlife Management Guidelines, which are available from the Township Clerk, as well as all applicable State of New Jersey statutes, rules and regulations for deer hunting.

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

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Dodds, Lubitz, Haywood</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**NEW BUSINESS**

**Personnel – Rice Notice – Temporary Gen’l Code Enf Officer/Zoning Officer**

The Township Committee explained that the Deputy General Code Enforcement/Deputy Zoning Officer was temporarily covering the position of General Code Enforcement/Zoning Officer and receiving the pay rate for that position until the township hired someone to replace the prior officer, John Barczyk. The Township Committee feels the position of Deputy should be eliminated effective July, 12, 2016. He recommended that the township give W. Sidote a month’s severance pay at the rate of the Deputy’s salary. Deputy Mayor Lubitz offered to contact William Sidote regarding the Township Committees decision.

It was moved by Mr. Lubitz, seconded by Mr. Dodds and carried to approve to do away with the Position of Deputy General Code Enforcement/Zoning Officer and to pay William Sidote a month's pay at the rate of the position of Deputy General Code Enforcement/Zoning Officer.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Dodds, Lubitz, Haywood</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

Rice Notice – Dog Licensing Agent – Reports

Mayor Haywood briefly explained for the public what the issues have been and the solution the township has come up with to help the Dog License Agent regarding the financial report needed for the township's C.F.O. and Auditors. Dog License Agent, Sandra McNicol was present and feels that the information sheet will be helpful for the financial report. Deputy Mayor Lubitz offered to meet with Sandra McNicol along with C.F.O. Diane Laudenschach to go over the information sheet and to explain what the finance office needs from the Dog License Agent. It was decided they will meet next Tuesday, July 12, at 5:00p.m. C.F.O. D. Laudenschach asked Sandra McNicol to provide items, which are not clear to her, before meeting on Tuesday evening.

Price Quotations for Municipal Building Handrail

Clerk MacConnell noted that the township engineer has only received two quotes at this time for the municipal building handrails. The Township Committee has decided this be tabled until next month's meeting until a third quote has been obtained.

Price Quotation for Construction Office Software

Committeeman Dodds gave a brief background of the old software and noted that the current software no longer exists. He explained that the construction department feels that their current software is not as supportive, as far as, allowing them to work faster. C.F.O. D. Laudenschach commented that the current software is very supportive and there is really no difference in the programs. She stated the current software is networkable so more than one user can use it. Committeeman Dodds explained that the construction department would like more flexibility in their program and feel a change would make process much faster. The Township Committee has decided to table this until next month.

Flu Clinic for Employees

Clerk MacConnell explained that this is through the township's insurance company. She explained that the flu shots are not mandatory, but an option. She explained that the expense is covered by the insurance company to have them come out to the office to give the flu shots.

The Township Committee asked Clerk MacConnell to take a survey of the employees who would be interested in the program and having a flu shot.

Authorize Purchase of All Terrain Vehicle thru MRESC

It was moved by Mr. Lubitz, seconded by Mr. Dodds and carried to authorize the purchase of a 2016 John Deere TH 6x4 Diesel Terrain Vehicle to use on township properties in the amount of \$14,801.71 through the Educational Services Commission of New Jersey.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Dodds, Lubitz, Haywood</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

Discuss Consolidating Rescue Services w/Franklin Twp.

Deputy Mayor Lubitz noted receiving an email from Franklin Township Committee Members who expressed interest in looking into some kind of formal arrangement regarding consolidation, between Franklin Rescue, Kingwood Rescue, and Quakertown Rescue/Fire Department. He noted speaking to a member of the Kingwood Rescue, Wil Wong who is interested to discuss and explore whether there would be mutual benefit. Deputy Mayor Lubitz offered to be involved with the discussions with the other towns regarding this possible consolidation. The Committee Members feel this may benefit the township, therefore, they are in agreement with the idea.

Tom Leone noted that there has been multiple agreements in the past with Bucks and Mercer Counties, which should be considered. Deputy Mayor Lubitz noted that he would like to speak to Mr. Leone more regarding the idea of multiple agreements.

Kingwood Townships Rescue Squad Chief, Kerry Floyd, Wanted the Township Committee to be aware of what they do as a Rescue. She noted that they have actually partnered with Kingwood Township Fire Department and she feels a little confused as to why the township is interested in partnering with other towns. Deputy Mayor Lubitz explained that he would like to refer her back to Mr. Wil Wong. He explained that the township is not negotiating with anyone, but that the township is acting as a facilitator getting the parties together to decide what is best and what they would like to do. Kerry Floyd thanked the Township Committee for their time.

Discuss Joint Road Maintenance Agreement

Clerk Mary MacConnell noted that she spoke to Committeeman, Allen Johnson from Delaware Township regarding the township's current joint road maintenance agreement with Franklin and Delaware Townships. She explained that Mr. Johnson thought it would be a good idea to review the agreement since it has not been changed since 1998.

The Township Committee requested Clerk MacConnell send them the current agreement to review.

**APPOINTMENTS**

General Code Enforcement Officer/Zoning Officer – Resolution No. 2016-84

Deputy Mayor Lubitz explained, Joseph Rossi formerly worked for Kingwood Township years ago and is familiar with the township. He noted that he also works in few other municipalities. He noted that Joseph Rossi has agreed to have hours at the municipal building on Tuesday evenings during office hours between 5:00P.M. and 7:00P.M.

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2016 – 84**

**GENERAL CODE ENFORCEMENT OFFICER  
ZONING OFFICER**

**WHEREAS**, the Township of Kingwood has established the positions of General Code Enforcement Officer and Zoning Officer by Ordinance; and

**WHEREAS**, the Township is in need of someone to fill these positions; and

**WHEREAS**, employment applications were obtained and an interview was conducted;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that Joseph E. Rossi is appointed to the remainder of a one year term as General Code Enforcement Officer and Zoning Officer beginning July 12, 2016 at an annual salary of \$11,446.00.

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

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Dodds, Lubitz, Haywood</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**OLD BUSINESS**

Comments to Committee Members – Jason Narbonne – KT Vol Fire Co

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Mayor Haywood noted reviewing Jason Narbonne's comments. She feels there are some serious allegations of rules not being followed and asked Mr. Narbonne to expand on them.

Jason Narbonne, former member of the Kingwood Township Volunteer Fire Department - Explained that he has been in the Kingwood Township Volunteer Fire Company for ten years, which he feels has been a real struggle. He explained there is a lot of personality conflicts in the department and not everyone sees eye to eye. He noted that he has nothing to do with social media and ended being on Facebook about a year ago. He stated he had nothing to do with the rumors that went around last evening. He stated that he resigned from the fire department and reviewed his resignation letter of March 29<sup>th</sup>, 2016, which he claims was held by the fire department until June. Between March and June, he stated charges were brought against him internally within the fire department and he explained what he was charged with.

Jason Narbonne noted he feels that the By-Laws are not followed. He feels that they need to take a good look at what they are doing and change their structure and attitudes. He feels that this should be about the community.

Deputy Mayor Lubitz clarified that the township has been in discussion with the Kingwood Township Volunteer Fire Department a good deal longer than last month. He explained the discussion of expectations for the fire department, which they discussed many months ago. He stated that the minutes should reflect several months ago when the Township Committee discussed appropriations, and on more than one occasion in open session discussed the performance, recruitment and contracting for the Kingwood Township Volunteer Fire Department.

At this time, Mayor Haywood allowed brief comments from the public.

Diane Hanley – Spring Hill Road, Commented on the fire company and how everyone needs to work together. She asked the Township Committee why she was not reappointed to the Emergency Management Council after being involved on the Council for many years. Deputy Mayor Lubitz noted that the Emergency Management Council is an annual appointment and they were looking for members that were currently involved to be appointed on the Council. The Township Committee thanked Diane Hanley for the great service she has given to the township over the years. It was noted that the committees/boards and councils change from year to year.

Frank Floyd, President of the Kingwood Township Volunteer Fire Department briefly commented.

Sustainable Aquaculture Systems, Inc.

Mayor Haywood reported that Franklin Township's Land Use Board will be starting a new hearing as a result of Kingwood Township not being properly notified.

She talked about a new hearing for the Sustainable Aquaculture Systems, Inc., which means they will be starting from the beginning, and what they plan to do in Franklin Township. She explained that there was an attempt from the Sustainable Aquaculture Systems Inc. to use previous testimony from the last hearing, which was not noticed. Kingwood Township's legal representation has determined that this is not something that can legally be done.

She reviewed the hearing of June 13, 2016 at Franklin Township and the many changes Sustainable Aquaculture Systems Inc. made since the first hearing. She reviewed what their hydro-geologist talked about at that meeting. Mayor Haywood outlined the township's concerns regarding the amount of the 50,000 gallons of water withdrawn per day and the effect it will have on the Gateway Village area. Continuation of the hearing is scheduled for next Wednesday, July 13, 2016 with Kingwood Township's ability to cross examine their witness. She noted the township has authorized Planning Board Attorney, David Pierce to obtain a copy of the transcript.

PennEast Pipeline – Authorize Mayor to sign Letters Requesting to be Consulting Party

There was a discussion whether the township has a Historic Committee. It was clarified that the township has a Historian and a Historical Society. Environmental Commission member, Sandra McNicol commented that the Historical Society had been asked to comment on historical sites, but they did not comment at all. She explained that the Environmental Commission is trying to get this moving again. She would like the Open Space and Agricultural Committees review a map she is waiting to receive from the New Jersey Soil Conservation Foundation regarding historical sites. The Township Committee discussed the possibility of creating a Historical Committee and asked Attorney K. Cambell the process to start a committee. Attorney K. Campbell will look into the establishment of a Historical Committee for next month's meeting.

It was moved by Mr. Dodds, seconded by Mr. Lubitz and carried to authorize the Mayor to sign letters requesting to be a consulting party after the details are worked out.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Dodds, Haywood</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- Lubitz</b>
	<b>ABSENT</b>	<b>- None</b>

Deputy Mayor Lubitz reviewed an event he attended with Congresswoman Bonnie Watson Coleman, who announced the introduction of legislation that would curtail some of the processes of FERC. FERC would be required to look at all projects as a whole, and not look at this one individual project and the need for the pipelines based on the gas development that is occurring. Deputy Mayor also commented on Congressman Holt who has been very supportive.

Letter from NJCF – Recent Developments

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Mayor Haywood reviewed the letter from the New Jersey Conservation Foundation regarding recent developments. Sandra McNicol suggested that someone from the township contact them and speak to them about the recent developments regarding the PennEast Pipeline.

Discuss Requests from Zoning/General Code Enforcement Officer – Application Fee & Regulations for Chickens & Other Fowl

Committeeman Dodds noted the township currently has significant ordinances existing that deal with issues regarding the regulations for chickens and other fowl, which he stated can be applied.

Newsletter Sample

C.F.O. Diane Laudenbach brought a newsletter from other townships for the Township Committee to consider for Kingwood. She explained it is a company who prints all the township information, all in the newsletter. She explained that they do not charge the township any money, but they do obtain ads, they prepare it and mail it out to all the residents free of charge. The Township Committee suggested that the company gather information from Kingwood Township’s website and create a draft newsletter to review and decide. This will be carried until next month for further discussion.

Storage Room Filing at DPW

The Township Committee discussed the filing needed at the storage room area at the Department of Public Works. They asked C.F.O. Laudenbach approximately how many hours it will take to file. C.F.O. Diane Laudenbach will provide an estimate amount of hours for next month’s meeting.

**MINUTES**

June 2, 2016 Regular Meeting Minutes

It was moved by Mr. Lubitz, seconded by Mr. Dodds and carried to approve the June 2, 2016 Regular Meeting Minutes.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Dodds, Lubitz, Haywood</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

June 2, 2016 Executive Session Minutes

It was moved by Mr. Lubitz, seconded by Mr. Dodds and carried to approve the June 2, 2016 Executive Session Minutes.

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**Roll Call Vote:**

<b>AYE</b>	<b>- Dodds, Lubitz, Haywood</b>
<b>NAY</b>	<b>- None</b>
<b>ABSTAIN</b>	<b>- None</b>
<b>ABSENT</b>	<b>- None</b>

**RETURN TO EXECUTIVE SESSION – Resolution No. 2016 – 79 Continued**

The Township Committee returned to Executive Session at 9:28P.M. to discuss subjects remaining on Resolution No. 2016 – 79.

**RETURN TO REGULAR SESSION**

The Township Committee returned to regular session at 10:25P.M.

Committeeman Dodds reported IT, Jeff Scott from Del Val Regional H.S. will be setting up the new Wi-Fi for the municipal building.

**ADJOURMENT**

It was moved by Mr. Lubitz, seconded by Mr. Dodds and carried to adjourn the meeting at 10:26P.M. **All** voted **Aye** on **Roll Call Vote**.

**Respectfully submitted,**

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