

# **KINGWOOD TOWNSHIP COMMITTEE**

## **Regular Meeting Agenda**

**October 6, 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 a copy 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**

### **Correspondence**

Letter from NJ Residents Against Puppy Mills re: Adoption of Ordinance  
Letter from NJLM re: Proposed Increase in Annual Dues

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

### **Bills and Claims**

### **Reports**

NJSP of August 2016  
Emergency Management Coordinator – Request from Byram Lane Property Owner  
Emergency Responses for Delaware River Calls  
Animal Control Report of August 2016  
Court Report of August 2016  
Finance:  
    Budget Report thru 9-30-2016  
    Tax Collector's Reports of August & September 2016  
Receipt of KT First Aid & Rescue Squad 2015 Tax Return  
Township Engineer's Report  
Zoning Report of September 2016

## **October 6, 2016 Township Committee Agenda Continued**

### **Future Meetings and Activities**

- October 1 & 2 -** Township Wide Yard Sale from 8:30am – 4:00pm
- October 8 -** HC Computer & Electronics Collection Day at Rte. 12 Complex, 9:00am-1:00pm
- October 8 -** Recycling at Township Garage from 9:00AM-12:00Noon
- October 8 -** Cleanup Dumpsters at Township Garage on Union Road from 9:00am-12:00noon, permit required
- 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
- October 18 -** Last Day to Register to Vote in November 8 General Election
- October 27 -** Mayor & Township Committee Members Day at HMC, rsvp requested
- November 1 -** Last Day to apply BY MAIL for a Mail-in Ballot for November 8 General Election
- November 3 -** Monthly Meeting of Township Committee at Municipal Building beginning at 7:00PM
- November 8 -** General Election Day, All Residents Vote at Firehouse in Baptistown, 952 County Rd 519, 6:00am-8:00pm

### **Ordinances**

**Ordinance No. 18-09-2016 Of The Township Of Kingwood, County Of Hunterdon, State Of New Jersey, Authorizing The Commitment Of Open Space Trust Funds To Participate In The Acquisition Of Certain Real Property Known As Block 40 Lot 9, Also Known As The Hudson Grant Group Property – Public Hearing and Final Adoption**

**Ordinance No. 18-10-2016 Amending Chapter 34 Entitled “Recreation Commission And Parks And Recreation Committee” And Chapter 94 Entitled “Open Space And Recreation Areas” Of The General Ordinances Of The Township To Clarify The Fees For Use Of The Township’s Fields – Public Hearing and Final Adoption**

### **Resolutions**

- Resolution No. 2016-96 -** Authorize Purchase of Snow & Ice Materials
- Resolution No. 2016-97 -** Authorize Purchase of Fuel, Diesel & Gasoline
- Resolution No. 2016-98 -** Cancellation of Tax Certificate of Sale Bl 40 L 21
- Resolution No. 2016-99 -** Authorize Tax Foreclosure Proceedings
- Resolution No. 2016-100 -** Adopt Hunterdon County Hazardous Mitigation Plan
- Resolution No. 2016-101 -** Rescind Resolution No. 2016-91 Municipal Prosecutor
- Resolution No. 2016-102 -** Professional Services Agreement – Municipal Prosecutor

## **October 6, 2016 Township Committee Agenda Continued**

### **New Business**

Authorize Advertisement for Part Time Seasonal Worker – Snowplowing & Grass Mowing  
Authorize Advertisement for Plumbing Inspector  
Accept Letter of Resignation – Agricultural Advisory Committee  
Animal Control Contract for 2017  
Indoor Air Quality Services – Ramm Environmental Services, Inc.  
Best Practices Checklist:     **Resolution No. 2016-103** – Tax Appeals Policy  
  **Resolution No. 2016-104** – Outside Employment  
  **Resolution No. 2016-105** – Eliminating Longevity Awards  
  
Discuss Comp Time  
Bond Anticipation Note Sale  
Halloween Trick-or-Treat Hours  
Draft Letter – Hudson Grant Group  
Parks and Recreation Committee Recommend Vacuum Purchase for HBP  
Dedication for New Bridge on Horseshoe Bend Road  
Concern about Tax Data

### **Appointments**

**Resolution No. 2016-106** – Dog Licensing Agent

### **Old Business**

Sustainable Aquaculture Systems, Inc.  
PennEast Pipeline – Delaware Twp. Lettter & Resolutions to Integra Realty Resources,  
  Thank You Letter & Info from NJCF  
Price Quotation for Construction Office Software  
Hunterdon County Div of GIS – Tax Mapping – nothing new to report this month  
2016 Transportation Alternatives Program Applications

### **Minutes**

September 1, 2016 Regular Meeting  
September 1, 2016 Executive Session  
September 1, 2016 Executive Session (1)

### **Executive Session – Resolution No. 2016 – 107**

Zoning Violations – Bl 8 L 16 (Moskal), Bl 17 L 8 (Accurate Waste Systems)  
Contractual – Affordable Housing Update  
Possible Litigation – Tax Foreclosure Properties, Subdivision Bl 12 L 26  
Teamsters Union Agreement  
Discuss Compensation Time

### **Return to Regular Session**

**Authorize Payments & Amendment to Agreement** – Affordable Housing

### **Adjournment**

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October 6, 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, and Clerk Mary E. MacConnell. Mayor Diana Haywood called the meeting to order and following the salute to the flag, read aloud the following:

**Pledge of Allegiance**

**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 a copy 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**

**CORRESPONDENCE**

Letter from NJ Residents Against Puppy Mills re: Adoption of Ordinance

The Township Committee reviewed the letter and sample ordinance from the NJ Residents Against Puppy Mills. Attorney K. Campbell explained legislation is pending and that some towns feel it is best to wait for their decision, other towns feel more proactive. The Township Committee feel it is best to see what the legislation has to say. Mayor Haywood commented on her concerns regarding the wording in the ordinance.

Letter from NJLM re: Proposed Increase in Annual Dues

The Township Committee reviewed the letter from the New Jersey League of Municipalities.

**PUBLIC COMMENT/PRIVILEGE OF THE FLOOR**

Judith Refalo and Annette O’Neil, Heath Road – Handed out a list of their concerns and photos of what they came to talk about regarding their development. They explained the developer is nearly completed, but they are concerned he will leave many projects undone. Their comments addressed, construction and maintenance of the road, lack of a Homeowner’s Association, drainage, retention basin, roadways, and conservation easement reforestation. Mayor Haywood noted this seems to be an ongoing problem, and that the township Engineer has been in touch with the developer to try to resolve this issue.

Deputy Mayor Lubitz suggested the residents first meet with the developer to see what he is willing to do, then the township could then try to see what he was required to do and what hasn’t been done. Attorney K. Campbell stated the township is the enforcement agent for township requirements, but that the NJDEP also plays a role in it and they would be the enforcement agency for their concerns. The Township Committee noted that they will discuss their concerns with the township professionals, but there may come a point where the township and the residents may be on opposing sides and they may need to find their own legal advice. The Township Committee will check with the township professionals and see if there’s anything the township can do right now, which will determine if they need to attend the next Planning Board meeting. Then the residents in turn can let the township know the result of their meeting with the developer.

Frank Floyd, President of the Kingwood Township Volunteer Fire Company – Came to the meeting to report they received the SAFER Grant, and will be applying for a new grant for next year. They have two new members, one is available during the day. He noted this now makes six new additional members they have since last December. There was a discussion of the Fire Company looking at purchasing a ladder truck. Deputy Mayor Lubitz noted that the community has expressed on Facebook that this would not be a very productive idea. Frank Floyd will share the feedback with the Fire Company members.

Mayor Haywood suggested a motion be made to release the remainder of funds to be paid in November to the Fire Company. Deputy Mayor Lubitz and Committeeman Dodds would like to carry this over to the November meeting.

**BILLS AND CLAIMS**

It was moved by Mr. Dodds, seconded by Mr. Lubitz and carried to approve and pay all bills and claims in the amount of **\$677,905.54** that are in order and attached as Bill List for October, 2016.

<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>

## REPORTS

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

NJSP of August 2016  
Emergency Management Coordinator –

### Request from Byram Lane Property Owner

Bob Mauer who was present at the meeting explained he is in the process of raising his home on Byram Lane along the river. He explained that FEMA is requesting a document be completed for this project. The Township Committee suggested Attorney K. Campbell research and try to have an answer for next Tuesday evening, when the Mayor will either sign the form or provide a letter.

### Emergency Responses for Delaware River Calls

EMC, Jack MacConnell noted receiving a memo e-mail from Lambertville First Aide regarding water rescue. He explained the various entities who come out for river calls in Kingwood Township. Kingwood Township does not have boats within our Rescue Squad or Fire Company at this time, but that we get a good response from other towns if we need them for rescue. There were some additional comments regarding different areas' units and responses to river calls. Jack MacConnell noted they are still working on the repeater antenna, which will be installed on the cell tower at the Pinkerton's property. He reported on a recent airplane accident, which the township was requested to bring a barricade and cones over to Oak Summit Road. Jack MacConnell explained that the new barricade and cones are now missing. He is waiting to hear from the Road Supervisor, who spoke to the surrounding towns, as to whether they have seen them. He reported that we will not be getting much from the approaching Hurricane Mathew. Kingwood Township is in the first stage of a drought alert. Jack MacConnell will be attending a pipeline safety meeting with Committeeman Dodds later this month.

There was a brief discussion regarding speeding on township roads. Committeeman Dodds reviewed a few different speed signs over the projector, which shows the speed as you travel. Prices range from \$2,400 to \$2,500. He noted this is something to think about for the budget to discuss at the end of the year.

### Animal Control Report of August 2016

There was a brief discussion and a suggestion to place something on the website to alert residents of the rabies issues, and how important it is to get your animal vaccinated.

Court Report of August 2016

Finance:

Budget Report thru 9-30-2016

Tax Collector's Reports of August & September 2016

Receipt of KT First Aid & Rescue Squad 2015 Tax Return

Township Engineer's Report

Zoning Report of September 2016

**FUTURE MEETINGS AND ACTIVITIES**

Mayor Haywood reviewed as per the agenda.

**ORDINANCES**

**ORDINANCE NO. 18 – 09 – 2016 - AN ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY, AUTHORIZING THE COMMITMENT OF OPEN SPACE TRUST FUNDS TO PARTICIPATE IN THE ACQUISITION OF CERTAIN REAL PROPERTY KNOWN AS BLOCK 40, LOT 19, ALSO KNOWN AS THE HUDSON GRANT GROUP PROPERTY – VOL. 18, PG. 18-09** - Public Hearing and Final Adoption

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

This Ordinance was introduced and adopted on first reading at a meeting of the Kingwood Township Committee on the 1<sup>st</sup> day of September, 2016. The Ordinance was published in the Hunterdon County Democrat on September 8<sup>th</sup>, 2016 and has been posted in the Kingwood Township Municipal Building on September 2<sup>nd</sup>, 2016. Copies of the Ordinance have been available for inspection by the public since September 2, 2016.

It was moved by Mr. Lubitz, seconded by Mr. Dodds and carried to open the public hearing. **All** voted **Aye** on **Roll Call Vote**.

Public Comments: There were no public comments.

It was moved by Mr. Lubitz, seconded by Mr. Dodds and carried to close the public hearing. **All** voted **Aye** on **Roll Call Vote**.

**ORDINANCE NO. 18 – 09 - 2016**

**AN ORDINANCE OF THE TOWNSHIP OF KINGWOOD,  
COUNTY OF HUNTERDON, STATE OF NEW JERSEY,  
AUTHORIZING THE COMMITMENT OF OPEN SPACE  
TRUST FUNDS TO PARTICIPATE IN THE ACQUISITION OF  
CERTAIN REAL PROPERTY KNOWN AS BLOCK 40, LOT 19,  
ALSO KNOWN AS THE HUDSON GRANT GROUP  
PROPERTY**

**WHEREAS**, the State of New Jersey has designated Route 29 from Trenton to Frenchtown as a Delaware River Scenic Byway and as such there are grant opportunities for property located within this area; and

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**WHEREAS**, the State had originally planned to purchase a property in Kingwood Township along the Scenic Byway; however, the purchase could not be accomplished; and

**WHEREAS**, the Township and County have identified another property located within the Delaware River Scenic Byway area which could be purchased with those grant funds; and

**WHEREAS**, Block 40, Lot 19 is an approximately 18-acre property located within the Delaware River Scenic Byway area; and

**WHEREAS**, the Hunterdon Land Trust (“HLT”) is assisting in the purchase of this property; and

**WHEREAS**, Kingwood Township has obtained appraisals for the property and the property has appraised at \$5,500 per acre; and

**WHEREAS**, the Scenic Byway Grant funds would cover 50% of the purchase price; and

**WHEREAS**, the HLT has obtained a commitment, by Resolution, from the County of Hunterdon to fund the remaining 50% of the purchase price; and

**WHEREAS**, the HLT is seeking from the Township of Kingwood the contribution of “soft costs” for this acquisition not covered by the Scenic Byway grant; and

**WHEREAS**, the parties have not determined which party, the State or the Township, will be the purchaser of the property and/or whether the property will be assigned to the State or another non-profit organization for stewardship; however, it is important to begin the acquisition process and enter a contract with the landowner while the grant funds are available and the landowner is interested in selling.

**WHEREAS**, the Township has determined that there is a need to participate in the acquisition of the Property for open space preservation, parkland and/or other public purposes, and that such acquisition is in the best interest of the Township; and

**WHEREAS**, the Township is authorized pursuant to N.J.S.A. 40:12-1, et. seq., and other Statutes to participate in the acquisition of the Property for public purposes; and

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

Section 1. The Township shall contact the landowner and make an offer to purchase the property for \$5,500 per acre.

Section 2. The Township shall contract directly with the landowner to take title to this property using funding from the Scenic Byway grant and the County of Hunterdon.

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Section 3. The payment of any “soft costs” (appraisal, preliminary assessment, survey, title, etc.) for this acquisition not paid by the Scenic Byway grant shall be appropriated from the Township Open Space Trust Fund.

Section 4. The Township may assign its rights under the contract and/or its ownership interest in the property to the State of New Jersey upon request from the State.

Section 5. The Mayor is authorized, to execute any documents required to complete the acquisition of the Property.

Section 6. Severability. The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

Section 7. Repealer. Any ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed as to their inconsistencies only.

Section 8. Effective Date. This Ordinance shall take effect upon final passage and publication as provided by law.

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

<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>

**ORDINANCE**

**ORDINANCE NO. 18 – 10 – 2016 - ORDINANCE AMENDING CHAPTER 34 ENTITLED “RECREATION COMMISSION AND PARKS AND RECREATION COMMITTEE AND CHAPTER 94 ENTITLED "OPEN SPACE AND RECREATION AREAS" OF THE GENERAL ORDINANCES OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, AND THE STATE OF NEW JERSEY TO CLARIFY THE FEES FOR USE OF THE TOWNSHIP’S FIELDS – VOL. 18, PG. 18-10** - Public Hearing and Final Adoption

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

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This Ordinance was introduced and adopted on first reading at a meeting of the Kingwood Township Committee on the 1<sup>st</sup> day of September, 2016. The Ordinance was published in the Hunterdon County Democrat on September 15<sup>th</sup>, 2016 and has been posted in the Kingwood Township Municipal Building on September 2<sup>nd</sup>, 2016. Copies of the Ordinance have been available for inspection by the public since September 2, 2016.

It was moved by Mr. Lubitz, seconded by Mr. Dodds and carried to open the public hearing. **All** voted **Aye** on **Roll Call Vote**.

Public Comments: There were no public comments.

It was moved by Mr. Lubitz, seconded by Mr. Dodds and carried to close the public hearing. **All** voted **Aye** on **Roll Call Vote**.

**ORDINANCE NO. 18 – 10 - 2016**

**ORDINANCE AMENDING CHAPTER 34 ENTITLED “RECREATION COMMISSION AND PARKS AND RECREATION COMMITTEE AND CHAPTER 94 ENTITLED "OPEN SPACE AND RECREATION AREAS" OF THE GENERAL ORDINANCES OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, AND THE STATE OF NEW JERSEY TO CLARIFY THE FEES FOR USE OF THE TOWNSHIP’S FIELDS.**

**WHEREAS**, in April of 2016, the Township Committee revised the fee schedule for rental of Township property; and

**WHEREAS**, the Township Committee wishes to revise Section 34-8(B)(2) of the Ordinance to clarify the rental of fields at Horseshoe Bend Park; and

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Committee of the Township of Kingwood County of Hunterdon as follows:

Section 1:

Section 34-8(B)(2) shall be replaced with the following:

**B. Horseshoe Bend Park.**

- (2) **Field usage at Horseshoe Bend Park, by nonresidents or non-Township organizations: \$150 per day.**

Section 2:

All other subsections of Section 34-8 shall remain unchanged.

Section 3:

If any part or parts of this ordinance are for any reason held to be invalid such adjudication shall not affect the validity of the remaining portions of this ordinance.

Section 4:

All ordinances or parts of ordinances which are inconsistent herewith are repealed but only to the extent of such inconsistency. All other parts of the Code of the Township of Kingwood not inconsistent herewith are ratified and confirmed.

This Ordinance shall take effect immediately upon final adoption and publication according to law.

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

<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>

**RESOLUTIONS**

**Resolution No. 2016-96 - Authorize Purchase of Snow & Ice Materials**

The following Resolution was introduced:

**RESOLUTION NO. 2016 - 96**

**AUTHORIZING PURCHASE THROUGH COUNTY  
COOPERATIVE PRICING OF SNOW AND  
ICE MATERIALS**

**WHEREAS**, Kingwood Township has a need for certain goods and services that are offered through cooperative pricing with the County of Hunterdon; and

**WHEREAS**, N.J.S.A. 40A:11-10 and 11-11 authorize a municipality to enter into cooperative pricing agreements with a County for the provision of goods and services through a County, rather than through public bidding; and

**WHEREAS**, the Township of Kingwood is a member of the County of Hunterdon Cooperative Pricing System;

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

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1. The Township of Kingwood, as a member of the Hunterdon County Cooperative Pricing System, hereby authorizes the purchase of Snow and Ice Control Materials from the low bidder for these items, Atlantic Salt, Inc., per the bid amount set forth in correspondence from Hunterdon County dated September 21, 2016 attached hereto and made a part hereof as Exhibit A.

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**

**Resolution No. 2016-97 - Authorize Purchase of Fuel, Diesel & Gasoline**

The following Resolution was introduced:

**RESOLUTION NO. 2016 - 97**

**AUTHORIZING PURCHASES FROM ALLIED OIL  
AND PETROLEUM TRADERS THROUGH THE  
HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION**

**WHEREAS**, Kingwood Township has a need for certain goods and services that are offered through cooperative purchasing with the Hunterdon County Educational Services Commission (“HCESC”); and

**WHEREAS**, N.J.S.A. 40A:11-10 and 11-11 authorize a municipality to enter into cooperative pricing agreements with an educational services commission for the provision of goods and services through an educational services commission, rather than through public bidding; and

**WHEREAS**, the Township of Kingwood, by way of Resolution 2009-24, authorized the entry of the Township as a member of the Hunterdon County Educational Services Commission, which membership has been accomplished; and

**WHEREAS**, the Township of Kingwood desires to purchase fuel oil, diesel fuel and gasoline through the Hunterdon County Educational Services Commission.

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

The Township of Kingwood, as a member of the Hunterdon County Educational Services Commission, hereby authorizes the purchase of fuel oil, diesel fuel and gasoline from the low bidder for these items, Allied Oil, 25 Old Camplain Rd., Hillsborough, NJ 08844 and Petroleum Traders, 7120 Pointe Inverness Way, Fort Wayne, IN 46804 per the bid amounts set forth in correspondence from the Hunterdon County Educational Services Commission dated October 4, 2016 attached hereto and made a part hereof as Exhibit A.

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**

**Resolution No. 2016-98 - Cancellation of Tax Certificate of Sale Bl 40 L 21**

The following Resolution was introduced:

**RESOLUTION NO. 2016 – 98**

**RESOLUTION AUTHORIZING CANCELLATION OF MUNICIPAL CERTIFICATE OF SALE**

**WHEREAS**, Certificate of Sale #15-012 was issued the Township of Kingwood for delinquent taxes on Block 40, Lot 21, assessed to Empire TF4 Jersey Holdings, LLC, at a tax sale held on June 24, 2015; and

**WHEREAS**, the Township has received the redemption amount of \$11,342.23 from the homeowner.

**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 Mayor and Municipal Clerk of the Township of Kingwood, County of Hunterdon and State of New Jersey are hereby authorized to endorse Certificate of Sale #15-012 for cancellation.

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

**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>

**RESOLUTION**

**Resolution No. 2016-99 - Authorize Tax Foreclosure Proceedings**

The following Resolution was introduced:

**RESOLUTION NO. 2016 - 99**

**A RESOLUTION OF THE TOWNSHIP OF KINGWOOD,  
COUNTY OF HUNTERDON, STATE OF NEW JERSEY,  
AUTHORIZING IN REM FORECLOSURE PROCEEDINGS**

**WHEREAS**, the Township of Kingwood holds Tax Certificates more specifically set forth in the annexed Tax Foreclosure List, which pertains to properties within Kingwood Township; and

**WHEREAS**, the Township Committee of Kingwood Township has determined that said Tax Certificates shall be foreclosed by summary proceedings in rem.

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

That the Tax Certificates, as shown on the annexed Tax Foreclosure List, now held by the Township of Kingwood, be foreclosed by summary process In Rem as described in N.J.S.A. 54:5-104.29, et. seq., as amended, and pursuant to the Rules of Civil Practice of the Superior Court of New Jersey.

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

**Roll Call Vote:**

<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>

**RESOLUTION**

**Resolution No. 2016-100 - Adopt Hunterdon County Hazardous Mitigation Plan**

The following Resolution was introduced:

**RESOLUTION NO. 2016 - 100**

**WHEREAS**, the Township of Kingwood in Hunterdon County, New Jersey, has experienced natural hazards that result in public safety hazards and damage to private and public property;

**WHEREAS**, the hazard mitigation planning process set forth by the State of New Jersey and the Federal Emergency Management Agency offers the opportunity to consider natural hazards and risks, and to identify mitigation actions to reduce future risk;

**WHEREAS**, the New Jersey Office of Emergency Management is providing federal mitigation funds to support development of the mitigation plan;

**WHEREAS**, a *Hazard Mitigation Plan* (HMP) has been developed by the Mitigation Steering and Planning Committees;

**WHEREAS**, the *Hazard Mitigation Plan* includes a prioritized list of mitigation actions including activities that, over time, will help minimize and reduce safety threats and damage to private and public property; and

**WHEREAS**, the draft plan was provided to each participating jurisdiction and was posted on the Hunterdon County website so as to introduce the planning concept and to solicit questions and comments; and to present the HMP and request comments, as required by law; and

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

1. The *Hunterdon County Multi-Jurisdictional Hazard Mitigation Plan*, as submitted to the New Jersey Office of Emergency Management and the Federal Emergency Management Agency on **May 20, 2016** by the Hunterdon County Office of Emergency Management, is hereby adopted as an official plan of the Township of Kingwood; minor revisions recommended by the Federal Emergency Management Agency and/or the New Jersey Office of Emergency Management may be incorporated without further action.
2. The Kingwood Township departments identified in the HMP are hereby directed to pursue implementation of the recommended high priority activities that are assigned to their departments.

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- 3. Any action proposed by the HMP shall be subject to and contingent upon budget approval, if required, which shall be at the discretion of the Kingwood Township Committee, and this Resolution shall not be interpreted so as to mandate any such appropriations.
- 4. The Hunterdon County OEM Coordinator is designated to coordinate with other offices and shall periodically report on the activities, accomplishments, and progress, and shall prepare an annual progress report to be submitted to the Hunterdon County Office of Emergency Management. The status reports shall be submitted on a yearly basis by a predetermined date as agreed upon by all stakeholders.

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**

**Resolution No. 2016-101 - Rescind Resolution No. 2016-91 Municipal Prosecutor**

The following Resolution was introduced:

**RESOLUTION NO. 2016 – 101**

**WHEREAS**, the Kingwood Township Committee previously adopted Resolution No. 2016-91 regarding the appointment of a Municipal Prosecutor; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that Resolution No. 2016-91 is hereby rescinded.

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**

**Resolution No. 2016-102 - Professional Services Agreement – Municipal Prosecutor**

The following Resolution was introduced:

**RESOLUTION NO. 2016 – 102**

**RESOLUTION AUTHORIZING THE AWARD OF NON-FAIR AND OPEN CONTRACT FOR MUNICIPAL**

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

**WHEREAS**, the Township Chief Financial Officer has determined and certified in writing that the value of the acquisition will not exceed \$17,500; and

**WHEREAS**, the anticipated term of this contract is until December 31, 2016; and

**WHEREAS**, the Professional set forth below has submitted a proposal indicating they will provide the professional services described below for the amount set forth in the submitted proposal; and

**WHEREAS**, the professional set forth below has completed and submitted a Business Entity Disclosure Certification which certifies that the professional has not made any reportable contributions to a political or candidate committee in the Township of Kingwood in the previous one year, and that the contract will prohibit the professional from making any reportable contributions through the term of the contract; and

**WHEREAS**, a certification of availability of funds, specifying the line item appropriation(s) to be charged as to the contract set forth below has been provided by the Chief Financial Officer of the Township of Kingwood.

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

Professional	Position	Term of Contract
Carl A. Taylor, III Cooper, Cottell & Taylor, LLC 25 West High Street Somerville, New Jersey 08876	Municipal Prosecutor	Expires 12/31/2016

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

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>

**NEW BUSINESS**

Authorize Advertisement for Part Time Seasonal Worker – Snowplowing & Grass Mowing

It was moved by Mr. Dodds, seconded by Mr. Lubitz and carried to Authorize the Township Clerk to Advertise for a Part Time Seasonal Worker – Snowplowing & Grass Mowing positons for 2016 – 2017.

<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>

Authorize Advertisement for Plumbing Inspector

It was moved by Mr. Dodds, seconded by Mr. Lubitz and carried to Authorize the Township Clerk to Advertise for the position of Plumbing Inspector.

<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>

Accept Letter of Resignation – Agricultural Advisory Committee

It was moved by Mr. Dodds, seconded by Mr. Lubitz and carried to accept the resignation of Agricultural Advisory Committee member, Susan Goeckeler.

<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>

The Committee Members suggested that information be put on the website regarding seeking a new member for the Agricultural Advisory Committee.

Animal Control Contract for 2017

The Township Committee reviewed the Animal Control Contract for 2017. There were a few changes suggested to be made in one of the paragraphs regarding Termination of Agreement on the three year contract. The Township Committee all agreed that the three year contract was the best price. Attorney K. Campbell will be working on the changes suggested by the Committee Members. She noted this will then be sent back to Animal Control Solutions for review and listed on next month's meeting agenda.

Indoor Air Quality Services – Ramm Environmental Services, Inc.

There was a brief discussion regarding testing the air quality in the municipal offices. Clerk MacConnell noted that this has been done in the past. It was noted that there is a dehumidifier in the basement office area of the municipal building, which is a type of remediation. There was a discussion regarding a leak near the new entrance door of the municipal offices. The Township Committee Members asked that the Construction Official be contacted and get in touch with the contractor to complete and repair the doorway.

Best Practices Checklist:

The Township Committee reviewed the Best Practices Checklist. Deputy Mayor Lubitz noted that C.F.O. Diane Laudenbach did a very good job going over the list, along with the township Attorney's assistance. Mayor Haywood noted there are a few resolutions to adopt.

Committeeman Dodds had a few questions regarding Resolution No. 2016 – 104 Outside Employment, and whether this applies to all the employees or only full time. Attorney K. Campbell noted that it applies to all of the employees, however, she thinks the analysis after reviewing outside employment is very different between full time and part time employment. She noted that part time employees are going to have outside employment, which can be problematic. The township needs to make sure everyone can perform their duties, therefore, the Township Committee feel that all employees must document with their supervisors of any outside employment.

**RESOLUTION**

**Resolution No. 2016-103 – Tax Appeals Policy**

The following Resolution was introduced:

**RESOLUTION NO. 2016 - 103  
POLICY REQUIRING THE TAX ASSESSOR TO NOTIFY THE CHIEF FINANCIAL  
OFFICER AND GOVERNING BODY OF ALL TAX APPEALS FILED BY JUNE 1<sup>ST</sup> OF  
EACH YEAR**

**WHEREAS**, active monitoring management of a municipality’s ratable base is fundamental in helping ensure fiscal stability; and

**WHEREAS**, it is important for the Governing Body and Chief Financial Officer to be kept apprised of all tax appeals filed against a municipality in a given year; and

**NOW, THEREFORE, BE IT RESOLVED** that the Tax Assessor of the Township of Kingwood, County of Hunterdon, State of New Jersey shall inform the Chief Financial Officer and the Governing Body of all tax appeals filed for that year before June 1<sup>st</sup> of each year.

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**

**Resolution No. 2016-104 – Outside Employment**

**RESOLUTION NO. 2016 – 104**

**SETTING FORTH A POLICY FOR OUTSIDE EMPLOYMENT  
FOR MUNICIPAL OFFICIALS**

**WHEREAS**, the Township of Kingwood, County of Hunterdon, State of New Jersey recognizes that some employees may wish to work for compensation outside of their employment; and

**WHEREAS**, the Township also recognizes the potential for a conflict between such employment and the employee’s position; and

**WHEREAS**, outside employment must not compete, conflict with or compromise, either in substance or appearance, the Township’s interests or adversely affect job performance and the ability to fulfill all responsibilities to the Township; and

**WHEREAS**, employees are cautioned to consider carefully the demands that additional work activity will create before accepting outside employment. Outside employment will not be considered an excuse for poor job performance, absenteeism, tardiness, leaving early, refusal to travel or refusal to work overtime or different hours. If outside work activity causes or contributes to job-related problems, it must be discontinued and if necessary, normal disciplinary procedures will be followed to deal with the specific problem; and

**WHEREAS**, prior to accepting outside employment, the employee must submit a proposal for outside employment in writing providing the name of the proposed employer, the job title, duties, location and the schedule to his/her Department Head for review and approval.

The Township Committee shall have the ability to review and overrule any decisions of the Department Head. Any changes to the employment going forward will have to be reviewed and approved.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey does hereby approve this policy and said policy will be added to the Township Personnel Policy and Procedure Manual.

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**

**Resolution No. 2016-105 – Eliminating Longevity Awards**

**RESOLUTION NO. 2016 – 105**

**SETTING FORTH A POLICY ELIMINATING LONGEVITY AWARDS FOR NON-UNION EMPLOYEES.**

**WHEREAS**, the State of New Jersey’s Best Practices Worksheet encourages municipalities to adopt written policies eliminating longevity awards for non-union employees; and

**WHEREAS**, the Township of Kingwood does not currently pay longevity awards to non-union employees; and

**WHEREAS**, the Township of Kingwood wishes to memorialize its current practice in order to satisfy an element of the Best Practices Worksheet.

**NOW, THEREFORE, BE IT RESOLVED** that longevity awards shall not be paid to any non-union employee.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey does hereby approve this policy and said policy will be added to the Township Personnel Policy and Procedure Manual.

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>

Discuss Comp-Time

Mayor Haywood asked that this be listed on the agenda. She asked that the Township Committee discuss this and decide what they would like to do, because there is nothing in the Employee Manual. It was recommended to discuss this further in executive session.

Bond Anticipation Note Sale

C.F.O. Diane Laudenbach noted that this is letting the Committee know that there is a Bond Anticipation Note sale.

Halloween Trick-or-Treat Hours

The Township Committee discussed hours for trick or treat for Halloween on October 31, 2016. The Committee Members agreed that the hours would be set from 5:00P.M. – 7:00P.M. for trick or treating on October 31, 2016 Halloween in Kingwood Township.

Draft Letter – Hudson Grant Group

The Township Committee discussed the letter written by Attorney David Pierce regarding the purchase of Block 40, Lot 19. It was noted that it has been reviewed by the Hunterdon Land Trust and that Mayor Haywood will be signing the letter.

Parks and Recreation Committee Recommend Vacuum Purchase for HBP

Committeeman Dodds noted that the Morton Building at the Horseshoe Bend Park has many dog show events in the building, which leaves a lot of dog hair on the floors. He explained how the organizations clean up afterwards, but it seems that there is still a lot of hair remaining. He explained that since the township rents the building out so often, it needs to be cleaned up properly. He noted that the Parks and Recreation Committee at their meeting last evening, made a motion to recommend to the Township Committee to consider purchasing a vacuum for the Morton Building. They also decided this equipment should not exceed the amount of \$2,500. He explained that the Horseshoe Bend Park has enough funds in their account to purchase the vacuum.

**2016 – 215**

It was moved by Mr. Lubitz, seconded by Mrs. Haywood and carried to approve to purchase a commercial vacuum for the Horseshoe Bend Park Morton Building not to exceed to spend the amount of \$2,500.00.

<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>

Dedication for New Bridge on Horseshoe Bend Road

Mayor Haywood noted attending an event with the Senior Citizens. There were several suggestions to have a dedication for the new bridge that was recently rebuilt on Horseshoe Bend Road. Mayor Haywood explained that the residents are very happy with the new bridge.

Committeeman Dodds stated he was at a County Planning Board meeting today and thanked them and let them know how pleased everyone is with the bridge. It was suggested that a letter be written to the County expressing the Township Committee’s comments regarding the new bridge.

Concern about Tax Data

Mayor Haywood explained she would like to discuss her concerns about having access to the Tax Assessor’s programs. The Committee Members agreed and feel that all the correspondence and information regarding Kingwood Township must remain with the township. The Committee Members would like this carried over to next month to discuss a policy.

**APPOINTMENTS**

**Resolution No. 2016-106 – Dog Licensing Agent**

**RESOLUTION NO. 2016 – 106**

**DOG LICENSING AGENT**

**WHEREAS**, the Township of Kingwood is in need of a Dog Licensing Agent; and

**WHEREAS**, the Township has conducted interviews of several applicants;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that Michele L. Bobrowski is appointed to the remainder of the one year term as Dog Licensing Agent beginning October 1, 2016 at an annual salary of \$2,885.00.

**2016 – 216**

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>

**OLD BUSINESS**

Sustainable Aquaculture Systems, Inc.

Mayor Haywood noted that there is nothing new at this time. She stated Franklin Township has postponed several of their meetings.

PennEast Pipeline – Delaware Twp. Letter & Resolutions to Integra Realty Resources

The Township Committee briefly reviewed.

Thank You Letter & Info from NJCF

The Township Committee briefly reviewed.

Price Quotation for Construction Office Software

Committeeman Dodds noted that there is nothing new to report this month. It was agreed that this will not be carried over to next month, unless the Township Committee has received information from the Construction Department.

Hunterdon County Div of GIS – Tax Mapping – nothing new to report this month

Mayor Haywood noted that there is nothing new to report this month. This will be carried over until next month’s meeting in November.

2016 Transportation Alternatives Program Applications

Committeeman Dodds noted he has reviewed this application. He noted that the township does not have any transportation programs.

**MINUTES**

September 1, 2016 Regular Meeting

2016 – 217

It was moved by Mr. Lubitz, seconded by Mr. Dodds and carried to approve the September 1, 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>

September 1, 2016 Executive Session

It was moved by Mr. Lubitz, seconded by Mr. Dodds and carried to approve the September 1, 2016 Executive Session Minutes.

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

September 1, 2016 Executive Session (1)

It was moved by Mr. Dodds, Mayor Haywood stepped down from the Chair, and carried to approve the September 1, 2016 Executive Session Minutes.

<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>

**EXECUTIVE SESSION – RESOLUTION NO. 2016 – 107**

The following Resolution was introduced to enter into closed session at approximately 9:50P.M.:

**RESOLUTION NO. 2016 - 107**

**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:

2016 – 218

- a 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 Violations – Bl 8 L 16 (Moskal), Bl 17 L 8 (Accurate Waste Systems)  
 Contractual – Affordable Housing Update  
 Possible Litigation – Tax Foreclosure Properties, Subdivision Bl 12 L 26  
 Teamsters Union Agreement  
 Discuss Compensation Time**

- 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 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>

**RETURN TO REGULAR SESSION**

The Township Committee returned to regular session at 11:15P.M.

**Authorize Payments & Amendment to Agreement – Affordable Housing**

**2016 – 219**

It was moved by Mr. Lubitz, seconded by Mr. Dodds and carried to authorize payments in the amount to pay \$5,000 to Vicinage 13 Group, and \$2,000 to the Municipal Consortium, but to delay the payment of the \$2,000 at this time until the Township is informed they will be included, and to authorize amendments to the agreement.

<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>

It was moved by Mr. Lubitz, seconded by Mr. Dodds and carried to authorize sending a letter to the Local Union regarding the Township's intention to discuss changes to the contract.

<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>

**ADJOURNMENT**

It was moved by Mr. Lubitz, seconded by Mr. Dodds and carried to adjourn the meeting at 11:25P.M. **All** voted **Aye** on **Roll Call Vote**.

**Respectfully submitted,**

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