

KINGWOOD TOWNSHIP COMMITTEE

Regular Meeting Agenda

January 3, 2017 – 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 December 15, 2016 and by telefaxing a copy of the notice to the Express Times on December 12, 2016. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on December 12, 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

Response Letter from Senator Sweeney re: COAH Resolution
Letter from Raritan Headwaters re: Annual Stream Cleanup
Letter & Info from Kermesse Sport re: Annual Bicycle Ride
Request for Proclamation re: School Choice Week
Request from NJDOT for Meeting re: Route 29 Resurfacing Project

Public Comment – Privilege of the Floor

Bills and Claims

Reports

NJSP of November 2016
Emergency Management Coordinator
Animal Control Report of November 2016
Dog Licensing Report
Zoning Report of November 2016

January 3, 2017 Township Committee Agenda Continued

Future Meetings and Activities

January 14 - Recycling at Township Garage from 9:00AM-12:00Noon

January 21 - Free Rabies Clinic at DPW/Township Garage on Union Rd., from
1:00PM-3:00PM

February 2 - Regular Monthly Township Committee Meeting beginning at
7:00pm at Municipal Building

Ordinances

**Ordinance No. 19-01-2017 of the Township of Kingwood, Amending
And Supplementing the Township Code To Add Article II To Chapter
96 “Residential Maintenance” To Establish Standards For The
Registration And Maintenance Of Vacant And Abandoned Residential
Properties In Foreclosure By Creditors** – Introduction and Adoption on
First Reading

Resolutions

Resolution No. 2017-03 – Reimbursement of Security Deposit (Garden
State All Terrier Club)

Resolution No. 2017-04 – Reimbursement of Security Deposit (Del Val Boys
All Sports Booster Club)

New Business

Amendment to Agriculture Retention & Development Program Option
Agreement Bl 6 L 26 & 26.01

Price Quotations for Kingwood Park House – Deck and Gutter

Price Quotations for Telephone System Update

Recycling Center Hours

Old Business

Sustainable Aquaculture Systems, Inc.

PennEast Pipeline

GIS Ordinance

Closing In Upstairs at DPW for Storage

Discuss Monitoring of Downstairs Municipal Building

Minutes

December 1, 2016 Regular Meeting Minutes

December 1, 2016 Executive Session #1

December 1, 2016 Executive Session #2

December 28, 2016 Special Meeting Minutes

December 28, 2016 Executive Session #1

December 28, 2016 Executive Session #2

January 3, 2017 Township Committee Agenda Continued

Executive Session – Resolution No. 2017- 05

Zoning Violations – Bl 8 L 16 (Moskal), Bl 17 L 8 (Accurate Waste Systems)

Contractual – Affordable Housing Update

Possible Litigation – Subdivision Bl 12 L 26

Teamsters Union Agreement

Return to Regular Session

Adjournment

PLEASE NOTE THIS AGENDA IS SUBJECT TO LAST MINUTE CHANGES

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January 3, 2017

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

Also present at the meeting were Deputy Mayor Dodds, Committeeman Ciacciarelli, Attorney Katrina Campbell, C.F.O. Diane Laudenbach, Deputy Clerk Cynthia Keller and Clerk Mary E. MacConnell. Mayor Lubitz 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 December 15, 2016 and by telefaxing a copy of the notice to the Express Times on December 12, 2016. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on December 12, 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.

Correspondence

Response Letter from Senator Sweeney re: COAH Resolution

The Township Committee reviewed the response letter from Senator Sweeney.

Letter from Raritan Headwaters re: Annual Stream Cleanup

Mayor Lubitz briefly reviewed the letter from Raritan Headwaters regarding the 27th Annual Stream Cleanup scheduled on Saturday, April 22, 2016 from 9:00A.M. – 12:00Noon.

Letter & Info from Kermesse Sport re: Annual Bicycle Ride

Mayor Lubitz reviewed the letter and information from Kermesse Sport regarding their Annual Bicycle Ride scheduled to be held on Saturday, March 25th, 2017. The Township Committee reviewed a map of the route they provided, which will pass through Kingwood Township. A certificate of liability insurance will be sent to the Clerk's office prior to the event.

Request for Proclamation re: School Choice Week

Mayor Lubitz briefly reviewed and noted the township will take this letter under advisement.

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Request from NJDOT for Meeting re: Route 29 Resurfacing Project

Mayor Lubitz reviewed the letter from the New Jersey Department of Transportation (NJDOT) regarding a request, which would allow Kingwood Township to host a meeting to give an update of the Route 29 - Lockatong Creek to D&R Canal State Park Resurfacing Project, and to receive input from the local officials. The Township Committee agreed to host the meeting and are available either February 13th, or February 22nd, 2017. The NJDOT will contact Delaware Township to attend the meeting when the date is decided. Mayor Lubitz asked that the township Engineer be contacted to attend the meeting. The Clerk’s office will advertise for a Special Township Committee meeting for the date chosen.

Public Comment – Privilege of the Floor

Frank Floyd, President of Kingwood Volunteer Fire Company – Was present at the meeting to review an electronic presentation of their yearend summary of what they accomplished last year. Mayor Lubitz commended the members of the Kingwood Volunteer Fire Company on all the many changes the Township Committee wanted to see.

BILLS AND CLAIMS

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to approve and pay all bills and claims in the amount of **\$1,105,097.48** that are in order and attached as Bill List for January, 2017.

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

REPORTS

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

NJSP of November 2016
Emergency Management Coordinator

EMC, Jack MacConnell reported the speed sign has been ordered and should arrive within about four weeks. He explained everything it will do. He has been notified from JCP&L regarding a release form that the township must sign and return if the township decides to accept a telephone pole, which JCP&L is willing to give the township for the repeater antenna. They want the township’s acknowledgement of the chemicals in the pole, and a concern for the liability. He noted the township is planning to put the pole on the grounds of the Horseshoe Bend Park as the reception will be best from that location. The Committee Members thanked EMC, Jack MacConnell for his monthly report.

REPORTS CONTINUED

Animal Control Report of November 2016

Dog Licensing Report

Zoning Report of November 2016

FUTURE MEETINGS AND ACTIVITIES

Mayor Lubitz reviewed as per the agenda.

There was a brief discussion regarding the parking for the Free Rabies Clinic at the Department of Public Works, 255 Union Road, which is scheduled on Saturday, January 21, 2017 from 1:00PM to 3:00PM.

ORDINANCES

ORDINANCE NO. 19-01-2017 OF THE TOWNSHIP OF KINGWOOD, AMENDING AND SUPPLEMENTING THE TOWNSHIP CODE TO ADD ARTICLE II TO CHAPTER 96 “RESIDENTIAL MAINTENANCE” TO ESTABLISH STANDARDS FOR THE REGISTRATION AND MAINTENANCE OF VACANT AND ABANDONED RESIDENTIAL PROPERTIES IN FORECLOSURE BY CREDITORS – Introduction and Adoption on First Reading

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

Attorney K. Campbell briefly explained the ordinance.

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to adopt on first reading **ORDINANCE NO. 19-01-2017 OF THE TOWNSHIP OF KINGWOOD, AMENDING AND SUPPLEMENTING THE TOWNSHIP CODE TO ADD ARTICLE II TO CHAPTER 96 “RESIDENTIAL MAINTENANCE” TO ESTABLISH STANDARDS FOR THE REGISTRATION AND MAINTENANCE OF VACANT AND ABANDONED RESIDENTIAL PROPERTIES IN FORECLOSURE BY CREDITORS.**

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

Consideration of final adoption at a public hearing is scheduled for Thursday, February 2, 2017 at a meeting beginning at 7:00 P.M. at the municipal building.

RESOLUTIONS

Resolution No. 2017-03 – Reimbursement of Security Deposit (Garden State All Terrier Club)

The following Resolution was introduced:

RESOLUTION NO. 2017 – 03

REIMBURSEMENT FOR SECURITY DEPOSIT

WHEREAS, the Garden State All Terrier Club, 436 County Route 579, Milford, NJ 08848 rented the Morton Building facility at the Horseshoe Bend Park on Horseshoe Bend Road for a dog club event on Saturday, October 30, 2016; and

WHEREAS, the Township of Kingwood requested a security deposit from the Garden State All Terrier Club, 436 County Route 579, Milford, NJ 08848 for the use of the facility for a dog club event on Saturday, October 30, 2016 in the amount of \$300.00; and

WHEREAS, the Parks and Recreation Committee inspected the Morton Building and the conditions were found to be satisfactory.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey to authorize the Chief Financial Officer of the Township of Kingwood to return the amount of \$300.00 security deposit to the Garden State All Terrier Club, 436 County Route 579, Milford, NJ 08848.

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

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

RESOLUTION

Resolution No. 2017-04 – Reimbursement of Security Deposit (Del Val Boys All Sports Booster Club)

The following Resolution was introduced:

RESOLUTION NO. 2017 - 04

REIMBURSEMENT FOR SECURITY DEPOSIT

WHEREAS, the Del Val Boys Soccer/All Sports Booster Club, 19 Senator Stout Road, Frenchtown, NJ 08825 rented the Morton Building facility at the Horseshoe Bend Park on Horseshoe Bend Road for a Soccer Banquet on Sunday, November 20, 2016; and

WHEREAS, the Township of Kingwood requested a security deposit from the Del Val Boys Soccer/All Sports Booster Club for the use of the facility for a Soccer Banquet on Sunday, November 20, 2016 in the amount of \$300.00; and

WHEREAS, the Parks and Recreation Committee inspected the Morton Building and the conditions were found to be satisfactory.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey to authorize the Chief Financial Officer of the Township of Kingwood to return the amount of \$300.00 security deposit to the Del Val Boys Soccer/All Sports Booster Club, 19 Senator Stout Road, Frenchtown, NJ 08825.

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

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

NEW BUSINESS

Amendment to Agriculture Retention & Development Program Option Agreement Bl 6 L 26 & 26.01

Open Space Coordinator/CADB Liaison, Elizabeth Schmid came to discuss Block 6, Lot 26, and Lot 26.01, located on Route 12 regarding the owners who are interested in preserving their property. She noted that the township has performed an appraisal, but will need a second appraisal before being sent to the State for a certification. She explained in order to do this, she would like the owners to sign an option agreement. The owners have requested two additions to the agreement, which are not in the standard optional agreement. They are requesting that there be installments taken out, and second that they would like a two year expiration date if not completed. The Township Committee had a discussion regarding the cost for the appraisal, survey, title search, and the possibility the property owner to participate in the costs.

Attorney K. Campbell will contact the property owner's attorney regarding the two requested items for the agreement.

Price Quotations for Kingwood Park House – Deck and Gutter

Deputy Mayor Dodds reviewed price quotations obtained for repairs for the deck and gutters at the Kingwood Park house, which he requested quotes to find out how much these repairs would be. He reviewed all three quotes and noted they are all very similar.

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There was a discussion with township's C.F.O. Diane Laudenbach who was present and suggested that the township could adopt an ordinance to be a part of the capital plan in the budget. This will be tabled and discussed at a township budget meeting in the future.

Price Quotations for Telephone System Update

Township's C.F.O. Diane Laudenbach explained that the phone system has recently. She noted that these quotes are for the Committees information and to think about it and discussed at the budget meeting.

Recycling Center Hours

The Township Committee reviewed the e-mail from a resident who went to the Recycling Center and did not know the township closed early for the holiday. The Township Committee recommended updating the website for early closings or closed for holidays. Clerk MacConnell noted sending an apology letter to the resident.

OLD BUSINESS

Sustainable Aquaculture Systems, Inc.

Deputy Mayor Dodds reviewed the proposed project for those present at the meeting.

PennEast Pipeline

Deputy Mayor Dodds understands residents along the PennEast Pipeline route who have refused access to survey their property, are now being offered financial incentives just to allow them to survey.

GIS Ordinance

Planning Board Secretary, Diane Laudenbach noted she will have this ordinance for the Board to review at their January 12, 2017 meeting.

Closing In Upstairs at DPW for Storage

EMC, Jack MacConnell noted he and Deputy Mayor Dodds surveyed the upstairs of the Department of Public Works and what needs to be done in the storage area. He explained that it would be a very huge project to enclose the entire upstairs, which would require to make it compliant with the Construction Department. The existing room needs some work before beginning the other half of the upstairs. The Township Committee discussed other alternatives. Jack MacConnell noted that they will prepare a plan for the February meeting to discuss.

Discuss Monitoring of Downstairs Municipal Building

Mayor Lubitz explained that this is basically for when there are individuals who are alone working in the building. C.F.O. Diane Laudenbach noted that she is working on obtain a quote for the system. The Committee Members feel that it is important to work on the cameras for downstairs so that the employees can view on their computers who is at the entrance.

MINUTES

December 1, 2016 Regular Meeting Minutes

It was moved by Richard Dodds, Mayor Lubitz stepped down from the Chair second the motion and carried to approve the December 1, 2016 Regular Meeting Minutes for the Township Committee.

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

December 1, 2016 Executive Session #1

It was moved by Richard Dodds, Mayor Lubitz stepped down from the Chair second the motion and carried to approve the December 1, 2016 Executive Session Meeting Minutes #1 for the Township Committee.

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

December 1, 2016 Executive Session #2

It was moved by Richard Dodds, Mayor Lubitz stepped down from the Chair second the motion and carried to approve the December 1, 2016 Executive Session Meeting Minutes #2 for the Township Committee.

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

December 28, 2016 Special Meeting Minutes

It was moved by Richard Dodds, Mayor Lubitz stepped down from the Chair second the motion and carried to approve the December 28, 2016 Special Meeting Minutes for the Township Committee.

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

December 28, 2016 Executive Session #1

It was moved by Richard Dodds, Mayor Lubitz stepped down from the Chair second the motion and carried to approve the December 28, 2016 Executive Session Meeting Minutes #1 for the Township Committee.

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

December 28, 2016 Executive Session #2

It was moved by Richard Dodds, Mayor Lubitz stepped down from the Chair second the motion and carried to approve the December 28, 2016 Executive Session Meeting Minutes #2 for the Township Committee.

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

EXECUTIVE SESSION – RESOLUTION NO. No. 2017- 05

The following Resolution was introduced to enter into closed session at approximately 8:17P.M.:

RESOLUTION NO. 2017 - 05

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:

- 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 – Subdivision Bl 12 L 26
Teamsters Union Agreement**

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.

3. This resolution shall take effect immediately.
4. The Township Committee may take additional action upon returning to regular session.

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

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

RETURN TO REGULAR SESSION

The Township Committee returned to regular session at 8:29P.M.

RETURN TO REGULAR SESSION

Deputy Mayor Dodds requested a new supply of business cards for himself when Clerk's office is ordering for Committeeman Ciacciarelli. He requested a statement be added to the back of the card: "Card is not to be used for identification Purposes".

ADJOURNMENT

It was moved by Mr. Ciacciarelli, seconded by Mr. Dodds and carried the motion to adjourn the meeting at 8:32P.M. **All voted Aye on Roll Call Vote.**

Respectfully submitted,

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