

KINGWOOD TOWNSHIP COMMITTEE

Regular Meeting Agenda

March 2, 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 January 12, 2017 and by telefaxing a copy of the notice to the Express Times on January 6, 2017. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on January 6, 2017.

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

Copy of Resolution from Borough of Bradley Beach re: Criminal Justice Reform Act
Letter from HLT re: Request for Contribution of Support
Letter & Info from Statewide Insurance Fund re: Grant Program 2017
Letter from BKC re: Merger Announcement
Letter from NJDEP Forest Service re: Ash Tree Management Program
Thank You Letter from Betty & Tom Kenny

Public Comment – Privilege of the Floor

Resolution No. 2017-13 – Amend 2017 Temporary Budget

Bills and Claims

Reports

NJSP of January 2017
Emergency Management Coordinator
Animal Control Report of January 2017
Construction Department Report of January 2017
Dog Licensing Agent Report of Rabies Clinic

March 2, 2017 Kingwood Township Committee Agenda Continued

Reports Continued

Township Engineer's Report of February 2017
Zoning Officer Report of January 2017

Future Meetings and Activities

- March 11 -** Recycling at Township Garage from 9:00AM-12:00Noon
 - March 11 -** HC Household Hazardous Waste Cleanup Day at Rte. 12 Complex, 9:00am-1:00pm
 - March 23 -** Lower Delaware Wild & Scenic River Management Council Meeting at Bridgeton Twp Mun Bldg, beginning at 7:00PM
 - April 3 -** Deadline to file Petition for June Primary with Township Clerk by 4:00PM
 - April 6 -** Regular Monthly Township Committee Meeting beginning at 7:00pm at Municipal Building
 - April 8 -** Easter Egg Hunt at Kingwood Park beginning at 1:00PM
 - April 12 -** Deadline to file Form to Change Party Affiliation for June Primary
 - April 29-30 -** Flea Market at Horseshoe Bend Park
- Schedule Budget Meeting**

Ordinances

Ordinance No. 19-02-2017 Specifying The Required Format For Digital Submission Of Approved Plans For Land Development Applications To Establish And/Or Maintain A Digital Tax Map & GIS Based Parcel Layer – Introduction and Adoption on First Reading

Ordinance No. 19-03-2017 To Provide For The Purchase Of One (1) Swenson STCC Cross Conveyor Spreader In The Amount Of \$6,100.00 From The Reserve For Purchase Of Municipal Equipment – Introduction and Adoption on First Reading

Ordinance No. 19-04-2017 Calendar Year 2017 Ordinance To Exceed The Municipal Budget Appropriation Limits And To Establish A Cap Bank (N.J.S.A. 40A:4-45.14) – Introduction and Adoption on First Reading

Ordinance No. 19-05-2017 Amending Chapter 34 Entitled "Recreation Commission And Parks And Recreation Committee", Article III "Use Of Township Parks And Facilities", Subsection 8 :Fees; Insurance; Rules And Regulations" And Chapter 94 "Open Space And Recreation Areas" Of The General Ordinances Of The Township To Establish A Late Fee And Revise The Cancellation Policy For Rentals – Introduction and Adoption on First Reading

March 2, 2017 Kingwood Township Committee Agenda Continued

Resolutions

- Resolution No. 2017-14** – Temporary Capital Budget
- Resolution No. 2017-15** - Certified Property Owners Lists Receipts
- Resolution No. 2017-16** – Recycling Tonnage Grant
- Resolution No. 2017-17** – Support of Route 29 No Passing Zone
- Resolution No. 2017-18** – American Red Cross Month 2017
- Proclamation for Del Val High School Wrestling Team

New Business

- Vote to Approve Account Setup – Nelson Wire Rope Corp.
- Clean Communities Grant Spending – Purchase of Curb Inlets
- Parks & Rec – Recommendation for Repairs to Kingwood Park House
- Price Quotations

Price Quotations:

- Clean Up Program
- Water Testing
- Septic Pumping
- Portable Toilets
- Pest Control

Price Quotations Bl 40 L 19:

- Preliminary Assessment
- Survey

Appointments

- Accept Letter of Resignation from Construction Official
- Resolution No. 2017-19** - Appoint Construction Official effective April 1, 2017

Old Business

- Sustainable Aquaculture Systems, Inc.
- PennEast Pipeline – Revised Schedule
- Parks & Recreation – Flea Market Insurance Question
- Community Day & Fireworks Display Ideas
- Storage Addition at HBP Morton Building
- Sample Ordinance from Twp Engineer re: Outside Toilets
- Closing In Upstairs at DPW for Storage
- Monitoring of Downstairs Municipal Building – Price Quotations

Minutes

- February 2, 2017 Regular Meeting Minutes
- February 2, 2017 Executive Session Minutes

March 2, 2017 Kingwood Township Committee Agenda Continued

Executive Session – Resolution No. 2017-20

Zoning Violations – Bl 8 L 16 (Moskal), Bl 17 L 8 (Accurate Waste Systems)
Contractual – Affordable Housing Update, Bl 12 L 25 Horseshoe Bend Park East
Personnel – Discuss Salaries
Teamsters Union Agreement
Attorney Client Privilege – Use of Township Parks

Return to Regular Session

Adjournment

PLEASE NOTE THIS AGENDA IS SUBJECT TO LAST MINUTE CHANGES

2017 – 29

March 2, 2017

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

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

Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act by publication of the notice in the Hunterdon Democrat and Courier News on January 12, 2017 and by telefaxing a copy of the notice to the Express Times on January 6, 2017. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on January 6, 2017.

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

Copy of Resolution from Borough of Bradley Beach re: Criminal Justice Reform Act

The Township Committee reviewed the resolution from the Borough of Bradley Beach regarding the Criminal Justice Reform Act, which will impose upon municipal governments an undue financial hardship to implement as each municipality in some capacity must hire new personnel, invest in new equipment and information technology, and make capital and other necessary improvements to jail, court and ancillary court facilities.

Mayor Lubitz noted speaking to the Judge for Kingwood Township Court. He feels there will not be consequences to Kingwood's Court, but there will be a considerable savings for the County. Attorney K. Cambell noted Warren and Hunterdon Counties will be holding a Bar Associations meeting and they will have more information. She will report the information back to the township.

Letter from HLT re: Request for Contribution of Support

Deputy Mayor Dodds recused himself at this time.

The Township Committee reviewed the letter from the Hunterdon County Land Trust.

It was moved by Mr. Ciacciarelli, Mayor Lubitz stepped down from the Chair, seconded the motion and carried to approve \$500.00 as a contribution to the Hunterdon Land Trust as a cost share to support the Hunterdon Land Trusts goal of land preservation in Hunterdon County.

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

Letter & Info from Statewide Insurance Fund re: Grant Program 2017

The Township Committee reviewed. Mayor Lubitz noted this is similar to a rebate that would be from a contribution that the township has put towards. He noted last year the township purchased defibrillators for the Municipal Building and the Kingwood Township Park with the 2016 Grant. He requested the township apply for the 2017 Grant to purchase defibrillators for the Horseshoe Bend Park, North and South buildings and possibly to go towards the purchase of security improvements for the Municipal Building.

Letter from BKC re: Merger Announcement

The Township Committee reviewed.

Letter from NJDEP Forest Service re: Ash Tree Management Program

The Township Committee reviewed the Ash Tree Management Program, which is going on now along Route 29.

Thank You Letter from Betty & Tom Kenny

Mayor Lubitz commented on the nice thank you letter from the Kenny's. He read the letter aloud to the public. The Committee Members wished them well.

PUBLIC COMMENT – PRIVILEGE OF THE FLOOR

Dave Giuliani, Chief of the Flemington Raritan Rescue Squad, was present and explained he is representing the agencies who cover Kingwood Township. He explained that they have 91 Fire Members, and 92 Rescue Squad Members. They feel they have a good working relationship with the Kingwood Township Rescue Squad. They realize that the Kingwood Squad has been going through some reorganizing and that they are not present to complain about. They came to explain that out of 311 calls Mutual Aid Agencies have answered 165 of them. They feel that if outside agencies are answering and taking care of more calls than the town's squad itself, than they need to be prepared.

They are requesting that the Township Committee kindly look into this matter and then Flemington Raritan’s Rescue Squad will return next month for an update. He noted they are willing to provide the statistics if the township would like to see them. He explained that they have no choice but to bill the residents when they respond, because they are a licensed agency.

Mayor Lubitz thanked the Flemington Raritan Rescue Squad for coming and speaking to them. He also thanked them for covering and being there for the citizens of Kingwood Township. Mayor Lubitz suggested they return in June to give the township more time to look into the reorganization of the Kingwood Township Volunteer Rescue Squad. He would like Flemington Raritan’s Rescue Squad to provide their statistics for the Township Committee to review.

Resolution No. 2017-13 – Amend 2017 Temporary Budget

RESOLUTION

RESOLUTION NO. 2017 - 13

AMENDING TEMPORARY APPROPRIATIONS

WHEREAS, 40:4A-19 of the Local Budget Law provides that (where contracts, commitments or payments are made prior to the adoption of the 2017 Municipal Budget) temporary appropriations shall be made for the purpose and the amounts required in the manner provided therein and within the time provided; and

WHEREAS, Resolution No. 2017-02 was adopted on January 3, 2017; and

WHEREAS, one quarter of the total appropriations (exclusive of debt redemption, public assistance and capital improvements) in the 2016 Municipal Budget is \$650,387.79.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that these amended temporary appropriations be hereby made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for her records:

ADMINISTRATIVE & EXECUTIVE	
SALARIES AND WAGES	\$36,000.00
OTHER EXPENSES	\$6,037.50
ELECTIONS	
OTHER EXPENSES	\$525.00
GOVERNING BODY	
SALARIES AND WAGES	\$2,150.00
OTHER EXPENSES **	\$1,100.00
FINANCIAL ADMINISTRATION	
	\$5,000.00

ANNUAL AUDIT	
SALARIES AND WAGES	\$15,000.00
OTHER EXPENSES	\$3,250.00
TAX ASSESSMENT ADMINISTRATION	
MAINTENANCE OF TAX MAP	
SALARIES AND WAGES	\$9,800.00
OTHER EXPENSES	\$1,000.00
REVENUE ADMINISTRATION	
SALARIES AND WAGES	\$9,000.00
OTHER EXPENSES	\$3,500.00
MUNICIPAL PROSECUTOR	
OTHER EXPENSES	\$3,150.00
LEGAL SERVICES	
OTHER EXPENSES	\$15,000.00
ENGINEERING	
OTHER EXPENSES **	\$1,350.00
PLANNING BOARD	
SALARIES AND WAGES	\$5,800.00
OTHER EXPENSES	\$3,675.00
ZONING BOARD	
SALARIES AND WAGES	\$1,837.50
OTHER EXPENSES	\$1,250.00
ZONING OFFICIAL	
SALARIES AND WAGES	\$3,255.00
OTHER EXPENSES	\$100.00
ENVIRONMENTAL COMMISSION	
SALARIES AND WAGES	\$700.00
OTHER EXPENSES	\$735.00
INDUSTRIAL COMMISSION	
OTHER EXPENSES	\$50.00
RECYCLING PROGRAM	
SALARIES AND WAGES	\$0.00
OTHER EXPENSES	\$1,575.00
INSURANCE	
LIABILITY INSURANCE	\$25,000.00
WORKER'S COMPENSATION INSURANCE	\$20,000.00
EMPLOYEE GROUP INSURANCE	\$36,000.00
DENTAL/EYEGLASS BENEFITS	\$16,380.00
MUNICIPAL COURT	
SALARIES AND WAGES	\$17,000.00
OTHER EXPENSES	\$1,050.00
PUBLIC DEFENDER	
SALARIES AND WAGES	\$945.00
EMERGENCY MANAGEMENT SERVICES	

SALARIES AND WAGES	\$1,500.00
OTHER EXPENSES	\$525.00
COMPLIANCE WITH COAH	
SALARIES AND WAGES	\$450.00
OTHER EXPENSES	\$100.00
STREETS AND ROAD MAINTENANCE	
SALARIES AND WAGES	\$145,000.00
OTHER EXPENSES	\$45,000.00
GASOLINE	\$10,000.00
VEHICLE MAINTENANCE	\$15,000.00
SNOW REMOVAL	
SALARIES AND WAGES	\$20,000.00
OTHER EXPENSES **	\$25,000.00
STREET LIGHTING	
OTHER EXPENSES	\$2,500.00
CONSTRUCTION	
SALARIES AND WAGES **	\$16,750.00
OTHER EXPENSES	\$1,050.00
PUBLIC BUILDINGS AND GROUNDS	
SALARIES AND WAGES	\$3,150.00
OTHER EXPENSES	\$7,875.00
BOARD OF HEALTH	
SALARIES AND WAGES	\$2,100.00
OTHER EXPENSES	\$1,575.00
PARKS AND PLAYGROUNDS	
SALARIES AND WAGES	\$1,050.00
OTHER EXPENSES	\$1,050.00
OPEN SPACE	
SALARIES AND WAGES	\$1,000.00
OTHER EXPENSES	\$500.00
RECREATION	
OTHER EXPENSES	\$1,050.00
OFFICE OF LOCAL HISTORIAN	
OTHER EXPENSES	\$100.00
UTILITY AND BULK EXPENSES	
ELECTRICITY	\$5,250.00
TELEPHONE	\$5,000.00
HEATING FUEL OIL	\$10,000.00
NATURAL GAS	\$4,500.00
SOLID WASTE	\$1,500.00
SOCIAL SECURITY	
OTHER EXPENSES	\$21,000.00
DISABILITY INSURANCE	
OTHER EXPENSES	\$350.00

DCRP	
OTHER EXPENSES	\$750.00
TOTAL TEMPORARY APPROPRIATIONS:	\$597,890.00
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BOND INTEREST PAYMENT	\$7,500.00
DEBT SERVICE	\$7,500.00
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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

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 **\$1,254,638.86** that are in order and attached as Bill List for March, 2017.

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

REPORTS

NJSP of January 2017

Emergency Management Coordinator

EMC, Jack MacConnell reported attending the County EMC quarterly meeting and reviewed what was discussed. A gentleman by the name of Kevin Bird talked to them about an “Active Shooter Program.” Jack MacConnell feels that this would be a very good program for schools and businesses to know more about. He reviewed the issues regarding rabies last month. He also gave an update regarding the radio tower. He stated he spoke with William Powell Sr. from County Public Safety and Health Services, who will be submitting a letter and a proposed agreement for the donation of the tower. He explained that they would like to have the rights to put a repeater on the same tower, which will be located at the Horseshoe Bend Park.

He explained that he participated in the County drill for distributing medications on February 23rd. The township's distribution point for employees would be the Department of Public Works building. The County will also have a distribution site on Route 12 for residents. He explained that there are two individuals from the Emergency Management Council who are currently attending State Forrest Fire School.

Mayor Lubitz wanted the township's emergency services who were present to know he spoke with representatives from JCP&L today. He wanted to cross reference to let people know to register with JCP&L and inform them if they need electricity for whatever apparatus they may need on a daily basis. He noted this way they will be put on a high priority list to have their electricity turned on.

EMC, Jack MacConnell asked the members of the emergency services who were present to cross reference their lists with JCP&L's list.

Mayor Lubitz noted the individuals who are on these emergency lists are people who gave permission to be listed.

Animal Control Report of January 2017

Attorney K. Campbell reviewed her memo of what the township can do when there are unlicensed dogs, and what the Animal Control Solutions can do. The Township Committee reviewed a few suggestions from Attorney K. Campbell. The Township Committee agreed if the owners of the unlicensed dogs supply evidence that their dogs have a current rabies vaccination, then they will receive a warning. If they cannot supply a current rabies vaccination, then they will receive a summons. Attorney K. Campbell will be in contact with the Animal Control Solutions with the information from the Township Committee.

Construction Department Report of January 2017

Dog Licensing Agent Report of Rabies Clinic

Township Engineer's Report of February 2017

Zoning Officer Report of January 2017

FUTURE MEETINGS AND ACTIVITIES

Mayor Lubitz reviewed as per the agenda.

Schedule Budget Meeting

The Township Committee has scheduled a budget meeting for Tuesday, March 14, 2017 at 5:30P.M.

ORDINANCES

ORDINANCE NO. 19-02-2017 SPECIFYING THE REQUIRED FORMAT FOR DIGITAL SUBMISSION OF APPROVED PLANS FOR LAND DEVELOPMENT APPLICATIONS TO ESTABLISH AND/OR MAINTAIN A DIGITAL TAX MAP & GIS BASED PARCEL LAYER – Introduction and Adoption on First Reading

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

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to adopt on first reading **ORDINANCE NO. 19-02-2017 SPECIFYING THE REQUIRED FORMAT FOR DIGITAL SUBMISSION OF APPROVED PLANS FOR LAND DEVELOPMENT APPLICATIONS TO ESTABLISH AND/OR MAINTAIN A DIGITAL TAX MAP & GIS BASED PARCEL LAYER.**

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, April 6, 2017 at a meeting beginning at 7:00 P.M. at the municipal building.

ORDINANCE

ORDINANCE NO. 19-03-2017 TO PROVIDE FOR THE PURCHASE OF ONE (1) SWENSON STCC CROSS CONVEYOR SPREADER IN THE AMOUNT OF \$6,100.00 FROM THE RESERVE FOR PURCHASE OF MUNICIPAL EQUIPMENT - Introduction and Adoption on First Reading

It was moved by Mr. Ciacciarelli, seconded by Mr. Dodds and carried to adopt on first reading **ORDINANCE NO. 19-03-2017 TO PROVIDE FOR THE PURCHASE OF ONE (1) SWENSON STCC CROSS CONVEYOR SPREADER IN THE AMOUNT OF \$6,100.00 FROM THE RESERVE FOR PURCHASE OF MUNICIPAL EQUIPMENT.**

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, April 6, 2017 at a meeting beginning at 7:00 P.M. at the municipal building.

ORDINANCE

ORDINANCE NO. 19-04-2017 CALENDAR YEAR 2017 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14) – Introduction and Adoption on First Reading

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to adopt on first reading **ORDINANCE NO. 19-04-2017 CALENDAR YEAR 2017 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)**.

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, April 6, 2017 at a meeting beginning at 7:00 P.M. at the municipal building.

ORDINANCE

ORDINANCE NO. 19-05-2017 AMENDING CHAPTER 34 ENTITLED “RECREATION COMMISSION AND PARKS AND RECREATION COMMITTEE”, ARTICLE III “USE OF TOWNSHIP PARKS AND FACILITIES”, SUBSECTION 8 :FEES; INSURANCE; RULES AND REGULATIONS” AND CHAPTER 94 “OPEN SPACE AND RECREATION AREAS” OF THE GENERAL ORDINANCES OF THE TOWNSHIP TO ESTABLISH A LATE FEE AND REVISE THE CANCELLATION POLICY FOR RENTALS – Introduction and Adoption on First Reading

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to adopt on first reading **ORDINANCE NO. 19-05-2017 AMENDING CHAPTER 34 ENTITLED “RECREATION COMMISSION AND PARKS AND RECREATION COMMITTEE”, ARTICLE III “USE OF TOWNSHIP PARKS AND FACILITIES”, SUBSECTION 8 :FEES; INSURANCE; RULES AND REGULATIONS” AND CHAPTER 94 “OPEN SPACE AND RECREATION AREAS” OF THE GENERAL ORDINANCES OF THE TOWNSHIP TO ESTABLISH A LATE FEE AND REVISE THE CANCELLATION POLICY FOR RENTALS**.

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, April 6, 2017 at a meeting beginning at 7:00 P.M. at the municipal building.

RESOLUTIONS

Resolution No. 2017-14 – Temporary Capital Budget

The following Resolution was introduced:

RESOLUTION NO. 2017 - 14

TEMPORARY CAPITAL BUDGET

WHEREAS, the Township of Kingwood, County of Hunterdon and State of New Jersey desires to constitute the 2017 Temporary Capital Budget by inserting therein the purchase of a Swenson STCC Cross Conveyor Spreader.

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

1. The 2017 Temporary Capital Budget of the Township of Kingwood is hereby constituted by adoption of a schedule to read as follows:

Project 1

Temporary Capital Budget of the Township of Kingwood, County of Hunterdon and State of New Jersey

Projects Schedules for 2017

Purchase of a Swenson STCC Cross Conveyor Spreader

Method of Financing

Project	Estimate Cost	Capital Improvement Fund - Reserve for Purchase of Municipal Equipment
Purchase of Swenson STCC Cross Conveyor Spreader	\$6,100.00	\$6,100.00

2. That one certified copy of this resolution be filed with the Director of the Division of Local Government Services.

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

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

RESOLUTION

Resolution No. 2017-15 - Certified Property Owners Lists Receipts

The following Resolution was introduced:

RESOLUTION NO. 2017 – 15

CERTIFIED PROPERTY OWNER LISTS RECEIPTS

WHEREAS, the Tax Assessor remitted to the Chief Financial Officer \$290.00 as receipts for the fees he collected for Certified Property Owner Lists prepared in 2014, 2015 and 2016 on January 31, 2017; and

WHEREAS, the Township has been advised by their financial institution that checks dated over six months would be considered “stale” and not honored; and

WHEREAS, the Tax Assessor remitted 12 checks dated from January 1, 2014 through December 31, 2014, 7 checks dated from January 1, 2015 through December 31, 2015 and 4 checks dated January 1, 2016 through July 1, 2016 and 5 checks dated from September 1, 2016 through December 31, 2016 and one cash payment of \$10.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood that the Chief Financial Officer will be responsible for the depositing of \$60.00 for the receipt of the fee for Certified Property Owner Lists, which represents the 5 checks dated from September 1, 2016 through December 31, 2016 and the one cash payment of \$10.00.

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. 2017-16 – Recycling Tonnage Grant

The following Resolution was introduced:

RESOLUTION NO. 2017 - 16

RECYCLING TONNAGE GRANT

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L. 1987, c. 102, has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue to expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection has promulgated recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including, but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a resolution authorizing this municipality to apply for the 2016 Recycling Tonnage Grant will memorialize the commitment of this municipality to recycling and indicate the assent of the Kingwood Township Committee to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, such a resolution should designate the individual authorized to ensure that the application is properly completed and timely filed; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood that the Township of Kingwood hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Sandra McNicol to ensure that the said Application is properly filed; and

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

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. 2017-17 – Support of Route 29 No Passing Zone

The following Resolution was introduced:

RESOLUTION NO. 2017 – 17

SUPPORT OF STATE ROUTE 29 NO PASSING ZONE

WHEREAS, the New Jersey Department of Transportation (NJDOT) recently completed a traffic investigation on State Route 29 in Kingwood Township; and

WHEREAS, NJDOT recommends a revision to the centerline pavement markings on State Route 29 to create a “No Passing Zone” in the vicinity of M.P. 26.66 (Stompf Tavern Road) and M.P. 33.19 (Copper Creek) in Kingwood Township for safety reasons; and

WHEREAS, this project will create safer driving conditions in this area of State Route 29;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that it supports the use of a “No Passing Zone” on State Route 29 in Kingwood Township, as recommended by NJDOT;

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to NJDOT as requested.

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

RESOLUTION

Resolution No. 2017-18 – American Red Cross Month 2017

The following Resolution was introduced:

RESOLUTION NO. 2017 – 18

AMERICAN RED CROSS MONTH 2018

In the Township of Kingwood **we have a long history of helping our neighbors in need.** American Red Cross Month is a special time to recognize and thank our heroes – those Red Cross volunteers and donors who give of their time and resources to help community members.

These heroes help families find shelter after a home fire. They give blood to help trauma victims and cancer patients. They deliver comfort items to military members in the hospital. They use their lifesaving skills to save someone from a heart attack, drowning, or choking. They enable children around the globe to be vaccinated against measles and rubella.

The American Red Cross depends on local heroes to deliver help and hope during a disaster. **We applaud our heroes here in the Township of Kingwood who give of themselves** to assist their neighbors when they need a helping hand.

Across the country and around the world, the American Red Cross responds to disasters big and small. In fact, every eight minutes the organization responds to a community disaster, providing shelter, food, emotional support and other necessities to those affected. It collects nearly 40 percent of the nation’s blood supply; provides 24-hour support to military members, veterans and their families; teaches millions lifesaving skills, such as lifeguarding and CPR; and through its Restoring Family Links program, connects family members separated by crisis, conflict, or migration.

We dedicate the month of March to all those who support the American Red Cross mission to prevent and alleviate human suffering in the face of emergencies. Our community depends on the American Red Cross, which relies on donations of time, money and blood to fulfill its humanitarian mission.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that we do hereby proclaim March 2017 as American Red Cross Month. We encourage all Americans to support this organization and its noble humanitarian mission.

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

PROCLAMATION

Proclamation for Del Val High School Wrestling Team

The following Proclamation was introduced:

PROCLAMATION

The Kingwood Township Committee would like to recognize the Delaware Valley Regional High School Wrestling Coach Andy Fitz, District Coach and Regional Coach of the Year, and the Wrestling Team for their accomplishments in 2017.

Some individual team members set records this year: Kyle Lightner, pin record, Matthew Kolonia, tech fall record. Winning regions are: Kyle Lightner, Region 5 Champion (195 lbs.), Matt Kolonia, 2nd Place (138 lbs.), Connor Mills, 3rd Place (132 lbs.), they will compete in Atlantic City for titles.

The Team accomplished the record of most dual wins this year (23), the Team won the Central Jersey Group 2 Sectional Championship (3 time repeat), District 19 Championship and Group 2 NJ State Championship (which is the first win since 1999 and 8th win in Del Val history). Nine team members went to the Individual Region 5 Tournament and three members are going on to the State Tournament.

The Kingwood Township Committee congratulates all on their outstanding year and contributions to the community, on behalf of the community, and extend you our Best Wishes for your continued success in your education and athletics.

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

NEW BUSINESS

Vote to Approve Account Setup – Nelson Wire Rope Corp.

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to authorize the township’s Chief Financial Officer to set up an account with Nelson Wire Rope Corp.

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

Clean Communities Grant Spending – Purchase of Curb Inlets

The Township Committee reviewed a recommendation from the Township’s Clean Communities Coordinator, Sandra McNicol regarding grant funds. She recommends the township purchase new curb inlets for the township roads. She explained that the Department of Public Works Supervisor, Mark Petro inspected the drainage along township roads and found the township has a number of curb inlets with large openings. She explained he also did some research by obtaining a quote to replace the inlets. The Township Committee reviewed the following quote for the inlets:

State Bid (Campbell Foundry) is \$195.02 per curb inlet. Discounted to Kingwood Township (due to number ordered) \$175.00 per curb inlet.

Total amount to be purchased with Clean Community Grant Funds: \$12,250.00 for 70 curb inlets

The Township Committee reviewed the photos of curb inlets to be purchased.

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to authorize DPW Supervisor, Mark Petro to order 70 curb inlets for the township roads and to authorize Clean Communities Coordinator, Sandra McNicol to purchase these items with Clean Community Grant Funds.

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

Parks & Rec – Recommendation for Repairs to Kingwood Park House Price Quotations

Deputy Mayor Dodds reviewed recommendations from the Parks and Recreation to repair the Kingwood Township’s Park house. He briefly reviewed several quotes obtained from the current Park Directors. He wanted to bring this forward to the Committee Members to get an idea of the prices. The Township Committee reviewed the price quotations obtained. This will be discussed further at a budget meeting scheduled on March 14th.

Clean Up Program

The Township Committee reviewed the following quotes for the Clean-Up Program for 2017

2017 CLEANUP DAY PROGRAM QUOTES

<u>HAULER</u>	<u>COST PER DUMPSTER</u>	<u>TIPPING FEE PER TON</u>
Global Waste Industries, Inc.	\$250.00 per 30 yd. dumpster	\$90.00 per ton tipping fee (\$3.00 per ton NJ Recycling Enhancement Tax)

Raritan Valley Disposal	\$220.00 per 30 yd. dumpster	\$98.00 per ton tipping fee (\$3.00 per ton NJ Recycling Enhancement Tax)
Russell Reid	\$235.00 per 30 yd. dumpster	\$115.00 per ton tipping fee (\$3.00 per ton NJ Recycling Enhancement Tax)

2017 CLEAN UP DAY PROGRAM

April, May, June, July, October

NO CLEAN-UP DAYS IN AUGUST OR SEPTEMBER

Total Cost of Entire Clean-up Season Using (1) Unit (2) Units (3) Units Including Per Ton Tipping Fees and \$3.00 Per Ton NJ Recycling Enhancement Tax

<u>Total for 5 months:</u>	<u>(1) Unit</u>	<u>(2) Units</u>	<u>(3) Units</u>
Global Waste Ind., Inc.	\$2,323.00	\$4,483.00	\$6,553.00
Raritan Valley Disposal	\$2,477.00	\$4,829.00	\$7,083.00
Russell Reid	\$2,883.00	\$5,643.00	\$8,288.00

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to approve the lowest quote submitted by Global Waste Ind., Inc. for the 2017 Township Clean-Up Program.

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

Water Testing

The water testing quotes will be on the April 2017 agenda.

Septic Pumping

The Township Committee reviewed the following quotations for septic pumping for the township buildings:

Quotes for Township Buildings

Septic Cleaning 2017

Accurate Waste Systems Inc. Length – Plus Tax	\$175.00/1000 Gallon Tank – Extra Charge for Hose
Castle Septic Service Corp.	\$210.00/1000 Gallon Tank – No Extra Charge for Hose Length – Includes Power Mixing Before Pumping and 4 Point Septic Tank Inspection At No Additional Cost
Stinky’s Septic Tank Pumping Park	\$346.09/1000 Gallon Tank - \$363.78/Second Cleaning

It was moved by Mr. Ciacciarelli , seconded by Mr. Dodds and carried to approve the lowest quote submitted by Accurate Waste Systems Inc. for the 2017 Septic Cleaning for the township buildings.

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

Portable Toilets

The Township Committee reviewed the following quotations for portable toilets for all the township buildings:

QUOTES FOR HANDI-CAP

PORTABLE TOILET RENTAL FOR 2017

Accurate Waste Systems Inc.	Per Unit - \$90.00 weekly cleaning
Castle Septic Service	Per Unit - \$125.00 with weekly cleaning
Viprestroom	Per Unit - \$145.00 with weekly cleaning

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to approve the lowest quote submitted by Accurate Waste Systems Inc. for the 2017 Portable Toilets for the Township Parks.

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

Pest Control

Pest Control Services quotes will be on the April 2017 agenda.

Price Quotations Bl 40 L 19, Preliminary Assessment Survey

Deputy Mayor Dodds explained that these are price quotations for a level one environmental on the property the township is looking to purchase with State funds along Route 29.

Proposal for Green Acres Preliminary Assessment:

Quest Environmental & Engineering Services, Inc. 1741 Route 31 Clinton, NJ 08809	\$2,950.00
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Frey Engineering, LLC 1117 State Route 31, Suite 4 Lebanon, NJ 08833	\$5,190.00
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Amy S. Greene Environmental Consultants 4 Walter E. Foran Blvd. Suite 209 Flemington, NJ 08822	Option #1	\$6,900.00
	Added Soil and Sampling and Analysis	
	Option #2 Activities Only	\$5,900.00

The Township Committee reviewed all three quotes. Quest Environmental & Engineering Services, Inc. is noted the lowest quote listed. Deputy Mayor Dodds explained the history using Quest Environmental & Engineering Services in the past. He noted there could be larger expenses in addition to this quote in the long run. He explained that the township only has a certain amount of funds to use from the grant. He suggested the next lowest quote from Frey Engineering, LLC.

It was moved by Mr. Ciacciarelli, seconded by Mr. Dodds and carried to accept the quote in the amount of \$5,190.00 from Frey Engineering, LLC, 1117 State Route 31, Suite 4 Lebanon, NJ 08833, for the Preliminary Assessment for Block 40 Lot 29, 2398 Daniel Bray Highway.

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

APPOINTMENTS

Accept Letter of Resignation from Construction Official

The Township Committee Members reviewed a resignation letter submitted from the Construction Official.

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to accept the resignation from Joseph Rossi as Construction Official on this date March 2, 2017.

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

RESOLUTION

Resolution No. 2017-19 - Appoint Construction Official effective April 1, 2017

The following Resolution was introduced:

RESOLUTION NO. 2017 – 19

CONSTRUCTION CODE OFFICIAL

WHEREAS, the Township Committee has received the resignation of the Construction Official effective March 31, 2017; and

WHEREAS, the Township of Kingwood is in need of a Construction Code Official as per State regulations;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that Thomas A. Petto is appointed to a four year term as Construction Code Official effective April 1, 2017.

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

OLD BUSINESS

Sustainable Aquaculture Systems, Inc.

Deputy Mayor Dodds explained that Franklin Township had another hearing. He noted that the soil disturbance will be done only in Franklin Township. Committeeman Ciacciarelli noted that the Environmental Commission has been very involved. Environmental Commission Member, Lois Voronin worked on her own review of Sustainable Aquaculture Systems consultant's water draw from the impact. She disagrees with what their consultant had presented, as far as, his base figures, and feels that they were not accurate. Additionally, SASI talks about the water being replenished back to the aquifer, but do to the geological nature of this area, a lot of the underwater is trapped and does not permeate the ground that quickly. Committeeman Ciacciarelli noted that another hearing will be scheduled at Franklin Township.

PennEast Pipeline – Revised Schedule

The Township Committee reviewed the revised schedule for the Environmental Review of the PennEast Pipeline Project.

The schedule for the Environmental Review Issuance of Notice of Availability of the final EIS will be on April 7, 2017. A 90 day Federal Authorization Decision Deadline is July 6, 2017.

Parks & Recreation – Flea Market Insurance Question

Deputy Mayor Dodds reviewed the Parks and Recreation Committee's discussion regarding their Annual Flea Market insurance question. They inquired with the township's insurance company, who stated it is up to the township to decide. He explained the Committee is requesting that the vendors set up without liability insurance since it will be indoors it is less likely for anything to get damaged by wind. Attorney K. Campbell recommended the vendors that sign up to sell and also sign a Hold Harmless form stating the township is not responsible. She suggested having them sign up and on the same sheet they sign the indemnification form. She offered to write a hold harmless paragraph to be attached. The Township Committee all approved this plan and document suggested by the township attorney for the Annual Indoor Flea Market.

Community Day & Fireworks Display Ideas

Deputy Mayor Dodds explained that the Parks and Recreation Committee are still thinking about whether or not to have a Community Day. They feel that it is a lot of work and not enough volunteers. In the past not that many people attended Community Day to make it worthwhile.

Mayor Lubitz suggested to have an event for Founders Day, which is Daniel Bray's Birthday on October 12th. Daniel Bray was a Captain on General George Washington's Staff during the American Revolutionary War. He suggested to do something historical that also honors our colonial heritage here in Kingwood by having a reenactment. He noted this will also generate economic activity for the township. He feels it would set us apart from most towns to have something a little different.

The Township Committee all agreed they would like to have the fireworks display at this event, which they feel the public all enjoy attending. Deputy Mayor Dodds will contact the township Historian Sal DeSapio to join in on the discussion of the Founders Day, and to assist with some new ideas. Mayor Dodds noted he will contact the Kingwood Township Education Foundation and other organizations to see if they would like to participate in the event.

Storage Addition at HBP Morton Building

Deputy Mayor Dodds explained the Parks and Recreation Committee are looking into a storage addition on the side of the Morton Building to store softball batting cages, cheerleader/wrestling equipment, and mats and gates for the dog shows. He noted that it would be 50ft in length, and 16ft deep. The preliminary price would be approximately 11,000 – 13,000 for the shell itself. There are weddings and other events being held in the building and they have to put up several curtains in order to hide the mats and other equipment from the area the event is taking place.

Deputy Mayor Dodds will have more of a definitive plan when this is discussed at the township budget meeting.

Sample Ordinance from Twp. Engineer re: Outside Toilets

The Township Committee reviewed the sample ordinance from the township engineer. There was a discussion regarding requiring permits that must be purchased in the amount of \$25.00 when renting a portable toilet. They would also be charged \$25.00 for a renewal. The Township Committee agreed to introduce an ordinance similar to the one discussed. An ordinance will be prepared by Attorney K. Campbell for next month to be introduced.

Closing In Upstairs at DPW for Storage

There was a brief discussion and it was decided to put this project on hold at this time.

Monitoring of Downstairs Municipal Building – Price Quotations

C.F.O. Diane Laudenbach explained obtaining several quotes for a security system and alarm upgrade. She reviewed the following quotes:

Cooper Home Systems	\$875.00 Security Items & Alarm Upgrade Installation
210 3 rd Avenue	\$475.00 Wireless Panic Buttons, Installation & Labor
Alpha, NJ 08865	\$240.00 Per Year 24 Hour Monitoring System
SDG Security	\$1,881.72 Alarm Upgrade/Wireless Panic Buttons
P.O. Box 924	\$1,994.56 Installation of Access Control System/Security
Flemington, NJ 08822	Items and Labor

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to accept the quote of \$1,590.00 from Cooper Home Systems for the security installations and an alarm upgrade for the monitoring system to Cooper Home Systems from SDG Security Systems.

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

MINUTES

February 2, 2017 Regular Meeting Minutes

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to approve the February 2, 2017 Regular Meeting Minutes for the Township Committee.

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

February 2, 2017 Executive Session Minutes

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to approve the February 2, 2017 Executive Session Meeting Minutes for the Township Committee.

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

EXECUTIVE SESSION – RESOLUTION NO. No. 2017- 20

The following Resolution was introduced to enter into closed session at approximately 8:34P.M.:

RESOLUTION NO. 2016 - 20

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, Bl 12 L 25 Horseshoe Bend Park East
 Personnel – Discuss Salaries
 Teamsters Union Agreement
 Attorney Client Privilege – Use of Township Parks**

- 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. 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 9:22P.M.

ADJOURNMENT

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to adjourn the meeting at 9:22P.M. All voted **Aye** on **Roll Call Vote**.

Respectfully submitted,

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