

KINGWOOD TOWNSHIP COMMITTEE

Regular Meeting Agenda

April 6, 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

Kingwood Township First Aid & Rescue Squad – Status Report

Recommendations from Environmental Commission: Bat Houses on Township Properties
Martha Wood, from First Unitarian Universalist Fellowship of Hunterdon County

2017 Municipal Budget:

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) – Public Hearing and Final Adoption

Resolution No. 2017-23 - Cable TV Franchise

Resolution No. 2017-24 - Recycling Tonnage Grant

Resolution No. 2017-36 - Kingwood Township School Deferred Taxes

Resolution No. 2017-37 - Delaware Valley Regional HS Deferred Taxes

Resolution No. 2017-25 - Introduce Budget

Correspondence

D&R Canal Commission Info re: Ash Tree Management Program

Email from NJ Residents Against Puppy Mills re: Ordinance

Letter & Info from HC Public Health Servs re: Mosquito Control Program

Letter from SADC re: Executed Agreement for TDR Planning Asst Grant

Letter from FEMA re: BI 51 L 45 Byram Lane

Letter & Info from NJDCA Local Planning Servs re: Planning Asst. Apps.

April 6, 2017 Kingwood Township Committee Agenda Continued

Public Comment – Privilege of the Floor

Resolution No. 2017-26 – Amend 2017 Temporary Budget

Bills and Claims

Reports

NJSP of February 2017

Emergency Management Coordinator:

Generator Service Proposal – Municipal Building

Damage Report – HBPS 3-18-2017

CRA Letter of Intent to Establish Antenna

Animal Control Report of February 2017

Construction Department Report of February 2017

Court Report of February 2017

Finance Reports:

Collector's Reports of January & February 2017

Township Engineer's Report of March 2017

Zoning Officer Reports of February 2017 & March 2017

Future Meetings and Activities

April 8 - Recycling at Township Garage from 9:00AM-12:00Noon

April 8 - Clean Up Program at Township Garage from 9:00AM-12:00
Noon, Permit Required

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

May 4 - Regular Monthly Township Committee Meeting beginning at
7:00pm at Municipal Building

May 16 - Last Day to Register to Vote in June Primary Election

May 30 - Last Day to Apply **BY MAIL** for a Mail-In Ballot for June Primary

June 5 - Deadline by 3:00PM to Apply In-Person at County Clerk's office
For a Mail-In Ballot for Primary Election

April 22 - Free Seedling Tree Giveaway – At Horseshoe Bend Park South Entrance
10:00A.M. – 2:00P.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 – Public Hearing and Final Adoption

April 6, 2017 Kingwood Township Committee Agenda Continued

Ordinances Continued

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 – Public Hearing and Final Adoption

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

Resolutions

Resolution No. 2017-27 - LOSAP
Resolution No. 2017-28 - Waiver to Serve Alcoholic Beverages at HBP Wedding
Resolution No. 2017-29 - Professional Services Agreements – Twp. Engineer
Resolution No. 2017-31 - Professional Services Agreements – Survey Bl 40 L 19
Resolution No. 2017-32 - Tax Sale Redemption Bl 28 L 13
Resolution No. 2017-33 - Reimbursement for Certified List Fee
Resolution No. 2017-34 - Approve Appl to Hunterdon Cty to Utilize Twp Open Space Funding for Bl 28 L 18

New Business

Vote to Purchase Cross Conveyor Spreader for DPW
Personnel Policies – Office Closing for Hourly Workers
Vote to Approve Letter from Auditor – Audit for 2016
Letter to NJDEP – Notifications to Township
Price Quotations: Pest Control, Water Testing
Applications for Raffles License – Reach Educational Servs., NP
Red Devils Main Booster Club
Discuss Fences in AR-2 Zone
Discussion of Long Term Future of Email & Website

Old Business

Sustainable Aquaculture Systems, Inc.
PennEast Pipeline – NJCF Update of 3-3-2017, WE THE PEOPLE Rally, PennEast Pipeline March Update
Copy of Resolution from Borough of Bradley Beach re: Criminal Justice Reform Act
Parks & Recreation – Community Day & Fireworks Display Ideas
Vehicle Replacement for DPW
Lighting Outside Municipal Building
Setback of Sheds

April 6, 2017 Kingwood Township Committee Agenda Continued

Old Business Continued

Draft Ordinance re: Outside Toilets

Minutes

March 2, 2017 Regular Meeting Minutes

March 2, 2017 Executive Session Minutes

March 20, 2017 Special Budget Work Session Minutes

March 22, 2017 Special Budget Work Session Minutes

Executive Session – Resolution No. 2017-30

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 - Teamsters Union Agreement

Return to Regular Session

Adjournment

PLEASE NOTE THIS AGENDA IS SUBJECT TO LAST MINUTE CHANGES

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April 6, 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.

Kingwood Township First Aid & Rescue Squad – Status Report

President of the Kingwood First Aid & Rescue Squad, Will Wong was present and noted he has been on the Squad for 15 years. He described how the EMS has been changing since he has been a member, and how the Squad has been reacting. He explained how many squads are now billing for services and that the Kingwood Squad is mostly affected by response times. They have had some older members who would respond pretty quickly, but they are now retired. He noted they have tried partnering with Quakertown for approximately two years and explained how that worked. He noted they are in need of quicker responses during the daytime hours. They are considering a few different possibilities, which he reviewed. Quakertown will most likely turn into a billing/paid Squad. He noted the weekday coverage is from 7:00a.m. – 5:00p.m., and would like to extend that from 5:00p.m. – 9:00p.m.

Mayor Lubitz commented on other municipalities who came and spoke about the time they were responding to Kingwood calls. Will Wong noted that it has been only night calls Kingwood has trouble responding. Mayor Lubitz request that Kingwood First Aid & Rescue Squad go back to January and let the Township Committee know how many calls they have responded to from January until the present time. The Committee Members noted that the township receives monthly reports from the NJ State Police, and stated this can be cross referenced with numbers from Kingwood Squad's numbers.

Will Wong noted that a driver for EMS needs to have driver's training for the emergency vehicles, which he expressed they are in need of drivers.

Will Wong noted they increased the additional amount of \$20,000 for their budget request to help this year with the per diem costs for coverage, uniforms, training for younger members and additional fuel going back and forth to Quakertown. There was a brief discussion on the length of training and how it is paid for. He noted everyone has to be recertified every two years and that the State use to pay for all the courses, but no longer does. The Township Committee suggested the Squad think about cost sharing with the Fire Company and getting members trained. Will Wong noted they will know more once Quakertown starts billing and Kingwood works also as their partner. Mayor Lubitz requested they return in June to discuss an update of their status report.

Everyone thanked Will Wong for attending the meeting.

Recommendations from Environmental Commission: Bat Houses on Township Properties

Martha Wood, Member of FUUFHC Buildings and Grounds Committee for the First Unitarian Universalist Fellowship of Hunterdon County (FUUFHC), Owner

Mayor Lubitz recused himself from the meeting at this time.

Martha Wood was present to talk to the Township Committee regarding their Bat exclusion and relocation plan from the Old Stone Church at Oak Summit to the cemetery across the street. She stated they are present to get permission to put up bat houses to relocate the bats from the church.

She reviewed the following request:

The attic of the Old Stone Church is home to a colony of about 90 big brown bats.

We think they relocated from the Oak Summit Schoolhouse next door after briefly residing in the bat houses that were placed on the back of that building prior to the exclusion there.

Unfortunately those houses are on the north facade and bats prefer the warmth of a southern exposure. They found the hot church attic more attractive.

We need to be able to safely access our attic for inspection by historic preservation specialists in order to identify what work needs to be done to preserve the structure. The bats and the resultant guano must be safely relocated as a first step.

The legal window for bat exclusion is fast approaching. This work must be done before the next generation is born. The spring window is April 1-30. They cannot be disturbed again until August 1-October 1 after the young are weaned.

We have a proposal for this work from Garden State Wildlife Control who did the work at the Schoolhouse along with Conserve Wildlife. I have attached the proposal and a Bat Fact Sheet.

We would like to provide an attractive new housing option for the Oak Summit Colony. There are no guarantees the bats will choose what we offer, but we have learned that a bat house placed as close as possible to the former home stands the best chance of attracting them.

We are requesting your help in the form of a recommendation to the Township Committee for placing a bat house on a 4x4 pole @ 13 feet above the ground along the hedgerow between the cemetery and cultivated field across the Oak Summit Road from the church. We will also place a house on our chimney to give the bats options.

FUUFHC will gladly bear all costs and do the installation, but we of course would welcome support, particularly if someone had an auger for making the posthole. The best location for the bats is close to the church, but there are other considerations such as utilities and aesthetics to be discussed.

Martha Wood explained they are here to find out what the Environmental Commission thinks about their ideas and to get some guidance.

She thanked the Township Committee Members for their time.

It was moved by Mr. Ciacciarelli, seconded by Mr. Dodds and carried to give the members of the Oak Summit Church permission to perform their plan for the bat exclusion and relocation from the Old Stone Church at Oak Summit to the cemetery by putting up a bat house on the township's property.

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

Mayor Lubitz returned to the meeting at this time.

2017 Municipal Budget:

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) LAYER VOL. 19, PG. 19-04-2017 - Public Hearing and Final Adoption

Mayor Lubitz 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 2nd day of March 2017. The Ordinance was published in the Hunterdon County Democrat on March 23, 2017 and has been posted in the Kingwood Township Municipal Building on March 3, 2017. Copies of the Ordinance have been available for inspection by the public since March 3, 2017.

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

Public Comments: No public comments

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

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)

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A:4-45.1 et seq., provides that in the preparation of its annual budget a municipality shall limit any increase in said budget to .5 (.5%) unless authorized by Ordinance to increase it to three and one-half percent (3.5%) over the previous year's final appropriations, subject to certain exceptions; and

WHEREAS, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the three and one-half (3.5%) percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

WHEREAS, the Township Committee of the Township of Kingwood in the County of Hunterdon finds it advisable and necessary to increase its 2017 budget by up to three and one half percent (3.5%) over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

WHEREAS, the Township Committee of the Township of Kingwood in the County of Hunterdon hereby determines that a three and one half percent (3.5%) increase in the budget for said year, amounting to \$60,595.12 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

WHEREAS, the Township Committee of the Township of Kingwood and County of Hunterdon hereby determines that any amount authorized hereinabove that is not appropriated, as part of the final budget, shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Kingwood, in the County of Hunterdon and State of New Jersey, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the 2017 budget year, the final appropriations of the Township of Kingwood shall, in accordance with the ordinance and NJSA 40A:4-45.14 be increased by 3.5%, amounting to \$70,694.31, and that the 2017 municipal budget for the Township of Kingwood be approved and adopted in accordance with this ordinance; and

BE IT FURTHER ORDAINED that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and

BE IT FURTHER ORDAINED that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within five (5) days of introduction; and

BE IT FURTHER ORDAINED that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within five (5) days after such adoption.

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

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

RESOLUTION

Resolution No. 2017-23 - Cable TV Franchise

The following Resolution was introduced:

RESOLUTION NO. 2017 - 23

CABLE TV FRANCHISE FEE

WHEREAS, the Township of Kingwood desires to anticipate as an item of general revenue with prior written consent of the Director of Local Government Services in the amount of \$11,023.00; and

THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2017 Budget under the following caption:

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Cable TV Franchise Fee

BE IT FURTHER RESOLVED that TWO certified copies of this Resolution be forwarded to the Office of the Director of Local Government Services.

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. 2017-24 - Recycling Tonnage Grant

The following Resolution was introduced:

RESOLUTION NO. 2017 – 24

RECYCLING TONNAGE GRANT

WHEREAS, the Township of Kingwood desires to anticipate as an item of general revenue with prior written consent of the Director of Local Government Services in the amount of \$9,619.36; and

THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2017 Budget under the following caption:

Recycling Tonnage Grant

BE IT FURTHER RESOLVED that TWO certified copies of this Resolution be forwarded to the Office of the Director of Local Government Services.

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. 2017-36 - Kingwood Township School Deferred Taxes

The following Resolution was introduced:

RESOLUTION NO. 2017 – 36

**DEFERRAL OF TAXES
KINGWOOD TOWNSHIP SCHOOL**

WHEREAS, regulations of the State of New Jersey provide for the deferral of school taxes in an amount not to exceed fifty percent of the annual school tax levy when such taxes are raised on a fiscal year basis (school year July 1 through June 30); and

WHEREAS, said taxes subject to deferral have not been requisitioned by or paid to the school district; and

WHEREAS, it is the desire and intent of the Township Committee of the Township of Kingwood, County of Hunterdon, to avail the Township of the deferral as permitted by regulations promulgated by the Local Finance Board, Division of Local Government Services, New Jersey Department of Community Affairs; and

WHEREAS, fifty percent of the school tax levy of the Kingwood School District is \$2,860,393.0;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Kingwood, County of Hunterdon, hereby authorizes the Chief Financial Officer of the Township to defer \$1,544,612.22 of school taxes as permitted by the aforementioned regulation; and

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to the Chief Financial Officer of the Township and the Director of the Division of Local Government Services, Department of Community Affairs.

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. 2017-37 - Delaware Valley Regional HS Deferred Taxes

The following Resolution was introduced:

RESOLUTION NO. 2017 – 37

**DEFERRAL OF TAXES
DELAWARE VALLEY REGIONAL HIGH SCHOOL**

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WHEREAS, regulations of the State of New Jersey provide for the deferral of school taxes in an amount not to exceed fifty percent of the annual school tax levy when such taxes are raised on a fiscal year basis (school year July 1 through June 30); and

WHEREAS, said taxes subject to deferral have not been requisitioned by or paid to the school district; and

WHEREAS, it is the desire and intent of the Township Committee of the Township of Kingwood, County of Hunterdon, to avail the Township of the deferral as permitted by regulations promulgated by the Local Finance Board, Division of Local Government Services, New Jersey Department of Community Affairs; and

WHEREAS, fifty percent of the school tax levy of the Delaware Valley Regional High School District is \$1,920,661.00;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Kingwood, County of Hunterdon, hereby authorizes the Chief Financial Officer of the Township to defer \$1,037,156.94 of school taxes as permitted by the aforementioned regulation; and

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to the Chief Financial Officer of the Township and the Director of the Division of Local Government Services, Department of Community Affairs.

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. 2017-25 - Introduce Budget

The following Resolution was introduced:

RESOLUTION NO. 2017 - 25

INTRODUCTION AND ADOPTION OF Y2017 BUDGET

Section 1.

Municipal Budget of the Township of Kingwood, County of Hunterdon For the Fiscal Year 2017

BE IT RESOLVED that the following statements of revenues and appropriations shall constitute the Municipal Budget for the year 2017;

BE IT FURTHER RESOLVED that said Budget be published in the Hunterdon County Democrat in the issue of April 20, 2017;

The Township Committee of the Township of Kingwood does hereby approve the following as the Budget for the year 2017:

RECORDED VOTE

Ayes	Nays	Abstained	Absent
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Notice is hereby given that the Budget and Tax Resolution was approved by the Township Committee of the Township of Kingwood, County of Hunterdon on April 6, 2017.

A Hearing on the Budget and Tax Resolution will be held at the Municipal Building on May 4, 2017 at 7:00PM at which time and place objections to said Budget and Tax Resolution for the year 2017 may be presented by taxpayers or other interested persons.

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

CORRESPONDENCE

D&R Canal Commission Info re: Ash Tree Management Program

The Township Committee reviewed when the remediation will take place. There will be approximately 1,500 trees taken down during this management program.

Email from NJ Residents Against Puppy Mills re: Ordinance

The Township Committee Members reviewed the e-mail. Attorney K. Campbell noted this is mostly for pet stores. The Committee Members would like a definition put in an ordinance to define an animal care facility. Attorney K. Campbell will prepare an ordinance for next month.

Letter & Info from HC Public Health Servs re: Mosquito Control Program

Mayor Lubitz briefly reviewed.

Letter from SADC re: Executed Agreement for TDR Planning Asst. Grant

The Township Committee noted the township has received \$20,000 from this grant. Deputy Mayor Dodds will be meeting with TDR, and also to be discussed with the Planning Board.

Letter from FEMA re: BI 51 L 45 Byram Lane

Attorney K. Campbell reported speaking to Mr. Mauer, who is having a lot of trouble with FEMA. He is not planning to attend the meeting this evening, but would like someone from the township to reach out to FEMA. Deputy Mayor Dodds noted he is waiting for a call back from a representative from FEMA. There was a discussion on the construction of Mr. Mauer's home on Byram Lane.

Letter & Info from NJDCA Local Planning Servs re: Planning Asst. Apps.

The Kingwood Township Committee reviewed and it was agreed that the township would not qualify.

PUBLIC COMMENT – PRIVILEGE OF THE FLOOR

There were no public comments.

RESOLUTION

Resolution No. 2017-26 – Amend 2017 Temporary Budget

The following Resolution was introduced:

RESOLUTION NO. 2017 – 26

2017 TEMPORARY APPROPRIATIONS

WHEREAS, the 2017 Budget of the Township of Kingwood has not been adopted and the appropriations provided for in Resolution No. 2017-02 are insufficient to cover the expenses in April of 2017; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that the Temporary 2017 Budget Appropriations be raised by the statutory one-twelfth (1/12th).

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 **\$1,387,500.02** that are in order and attached as Bill List for April, 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 February 2017

The Township Committee briefly reviewed.

Emergency Management Coordinator:

EMC, Jack MacConnell reported on the following:

Generator Service Proposal – Municipal Building

EMC, Jack MacConnell explained that we need to have the Township Committee approve this proposal as requested by the Fire Inspector. The township will need to have the generators inspected each year. The Township Committee noted this is listed on the agenda to be approved this evening.

Damage Report – HBPS 3-18-2017

EMC, Jack MacConnell noted the damage on the grounds at the Horseshoe Bend Park.

CRA Letter of Intent to Establish Antenna

EMC, Jack MacConnell stated the Cherryville Repeaters Association wrote a letter of intent to the township informing they will contribute \$1,500.00, which is half of the cost to establish a 50' pole, antenna mount and grounding necessary to support Kingwood Township's and CRA antennas to cooperate with the township on a cooperative radio antenna project located at Horseshoe Bend Park.

The Township Committee thanked EMC, Jack MacConnell for his report.

REPORTS CONTINUED

Animal Control Report of February 2017

Construction Department Report of February 2017

Court Report of February 2017

Finance Reports:

Collector's Reports of January & February 2017

Township Engineer's Report of March 2017

The Township Committee briefly reviewed the Engineer's Report of March 2017.

Zoning Officer Reports of February 2017 & March 2017

FUTURE MEETINGS AND ACTIVITIES

Mayor Lubitz reviewed as per the agenda.

Deputy Mayor Dodds reported there will be a free seedlings tree giveaway on Saturday, April 22, 2017 from 10:00A.M. to 2:00P.M. located at the Horseshoe Bend Park South entrance. He noted the Kingwood School will be potting approximately 200 trees.

ORDINANCES

ORDINANCE NO. 19- 02-2017 AN ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON AND STATE OF NEW JERSEY 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 VOL. 19, PG. 19-02-2017 - Public Hearing and Final Adoption

Mayor Lubitz 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 2nd day of March 2017. The Ordinance was published in the Hunterdon County Democrat on March 23, 2017 and has been posted in the Kingwood Township Municipal Building on March 3, 2017. Copies of the Ordinance have been available for inspection by the public since March 3, 2017.

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

Public Comments: No public comments.

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

ORDINANCE NO. 19- 02-2017

**AN ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON
AND STATE OF NEW JERSEY 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**

WHEREAS, the Township has invested both human and financial resources in the development of a digital tax map and the implementation of Geographic Information Systems (GIS) technology to improve the efficiency and effectiveness of Township operations; and

WHEREAS, in order to maintain municipal tax maps and facilitate GIS implementation, certain processes have been identified for the inclusion of digital tax map and GIS requirements. The Planning Board's and Zoning Board's land development approval procedures are such processes; and

WHEREAS, the standards and details provided herein are meant to facilitate the interaction of consultants, applicants, municipality and others by providing clear goals and requirements. No standard presented in this document is intended to countermand any State Law.

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

SECTION 1: Chapter 132 of the Code of the Township of Kingwood shall be amended by adding Subsection 116 as follows:

1. REQUIREMENTS FOR SUBMISSION OF DIGITAL PLANS UPON APPROVAL OF APPLICATION

Whenever the Planning Board or the Zoning Board of Adjustment grant approval of a minor subdivision, final approval of a major subdivision or approval of any site plan, the agency exercising jurisdiction over such application and granting approval shall require, as a condition of approval, that the applicant prepare and file with the Township a copy of the approved plans in digital format satisfying the requirements set forth in this chapter.

2. DATA STANDARDS FOR DIGITAL PLANS

A.. This data standard has been established to manage the submission of final approved plans in digital format as required by the Township. These standards are part of the comprehensive Municipal Initiative to best manage, inventory and utilize information. This section contains the submittal standards for submission of approved plans in digital form. Plans must be submitted as outlined in these standards.

B.. Standard Electronic Format:

a. Computer-Aided Design (CAD) is a tool used for producing design documentation and plan sets required for the planning application process. It can also provide a medium for information exchange.

b. This section establishes performance standards for CAD data in connection with the submission of approved plans in digital form. The Township does not intend to influence the methods or means of practice of outside consultants. Consultants may use any CAD system to develop digital plans for submission as long as the delivered data conforms to the Township's CAD data standards.

c. Much of the CAD data contained on the digital copies of approved plans will be utilized to update the municipal tax maps and brought into the Township and/or County GIS parcel data system. Data received by the Township must follow these CAD data standards to be readily useful within that system.

d. Electronic CAD files for approved copies of plans for Subdivisions and Site Plans shall be sub-mitted in conformance with the standards listed below:

- i. CAD Drawings: Consultants shall deliver at a minimum, a CAD document in electronic format to the Township. The document(s) must include all supporting CAD data and must be delivered as follows:
- ii. Test and Fonts: Utilize only industry wide supported fonts, no custom fonts can be accepted. All fonts shall be provided with CAD file.
- iii. Layers: Specific layers shall be created and drawings organized in conformance With the most current naming convention developed by the New Jersey Digital Tax Map Task Force
(see <http://www.state.nj.us/treasury/taxation/lpt/DigitalTaxMaps.htm>)
- iv. When possible, proposed lots, easements and rights-of-ways shall be comprised of closed polygons.
- v. Easement and Parcel Boundaries shall be coincident in the CAD file when coincident on ground.
- vi. All drawings shall be un-rotated and created at 1 to 1 "full scale".
- vii. Coordinate Reference: All submittals, paper and digital, shall be in the NAD 83 (current) New Jersey State Plane Coordinates in U.S. Survey Feet and North American Vertical Datum 1988 (current) and in accordance with all other provisions of P.L. 2011, C.217 (N.J.S.A. 46:26A) "Title Recordation Law".

- viii. There shall be endorsed upon any digital copy of an approved plan submitted to the Township a certification by the Applicant’s engineer of the following: I have carefully examined this map and the required digital submissions and to the best of my knowledge and belief find it conforms with the provisions of the municipal ordinances and requirements applicable thereto.

SECTION 2 – REPEALER: All ordinances or parts of ordinances or resolutions inconsistent or in opposition to the provisions of this Ordinance are hereby repealed in their entirety.

SECTION 3 – SEVERABILITY: Each section, subsection, sentence, clause and phrase of this article is declared to be an independent section, subsection, clause and phrase, and the finding or holding of any such portion of this article to be unconstitutional, void or ineffective for any cause, action or reason shall not affect any other portion of this article.

SECTION 4 – EFFECTIVE DATE: This ordinance shall take effect as provided by law.

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

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

ORDINANCE

ORDINANCE NO. 19 – 03 – 2017 AN ORDINANCE 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 VOL. 19, PG. 19-03-2017 - Public Hearing and Final Adoption

Mayor Lubitz 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 2nd day of March 2017. The Ordinance was published in the Hunterdon County Democrat on March 23, 2017 and has been posted in the Kingwood Township Municipal Building on March 3, 2017. Copies of the Ordinance have been available for inspection by the public since March 3, 2017.

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

Public Comments: No public comments

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

ORDINANCE NO. 19 – 03 - 2017

AN ORDINANCE 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

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

SECTION 1. The improvement described in Section 2 of this ordinance is hereby authorized as a general improvement to be made or acquired by the Township of Kingwood, New Jersey. For the said improvement or purposes described in Section 2, there is hereby appropriated the sum of \$6,100.00, said sum being inclusive of all appropriations heretofore made therefore.

SECTION 2. The Township of Kingwood is hereby authorized to purchase a:

SWENSON STCC CROSS CONVEYOR SPREADER

SECTION 3. In order to finance the cost of the improvements or purpose there is hereby appropriated \$6,100.00 from the Reserve for Purchase of Municipal Equipment.

SECTION 4. The said purpose described in Section 2 of this ordinance is not a current expense and is an improvement which the Township may lawfully acquire or make as a general improvement.

SECTION 5. The capital budget of the Township of Kingwood is hereby adopted to conform with the provisions of this ordinance. The resolution in the form promulgated by the Local Finance Board showing full detail of the capital budget as approved by the Division of Local Government Services in on file with the Clerk and is available there for public inspection and to be included in the capital budget for the 2017 budget.

SECTION 6. There is no debt authorized for this improvement or purpose.

SECTION 7. This ordinance shall take effect immediately upon final passage according to law.

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

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

ORDINANCE

ORDINANCE NO. 19-05-2017 - ORDINANCE 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 OF KINGWOOD, COUNTY OF HUNTERDON, AND THE STATE OF NEW JERSEY TO ESTABLISH A LATE FEE AND REVISE THE CANCELLATION POLICY FOR RENTALS – 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. 19-05-2017 - ORDINANCE 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 OF KINGWOOD, COUNTY OF HUNTERDON, AND THE STATE OF NEW JERSEY 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, May 4, 2017 at a meeting beginning at 7:00 P.M. at the municipal building.

RESOLUTIONS

Resolution No. 2017-27 - LOSAP

The following Resolution was introduced:

APPROVAL OF LOSAP LISTS FOR Y2016

RESOLUTION NO. 2017 – 27

WHEREAS, the Kingwood Township Volunteer Fire Company and Kingwood Township First Aid and Rescue Squad have provided to the Township Committee annual certification identifying all active volunteer members who have qualified for credit for the year; and

WHEREAS, after initial review by the Township Committee the lists have been posted in the respective buildings of each participating emergency service organization for a period of at least 30 days for review by members; and

WHEREAS, there has been no objection or complaint received from any member of those organizations or from the organizations themselves, or the lists have been corrected, and the lists have again been reviewed by the Township Committee;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey that the attached lists indicating qualified members for each agency for the respective year and amounts are approved.

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. 2017-28 - Waiver to Serve Alcoholic Beverages at HBP Wedding

The following Resolution was introduced:

RESOLUTION NO. 2017 – 28

**WAIVER TO SERVE ALCOHOLIC BEVERAGES
AT HORSESHOE BEND PARK**

WHEREAS, Jessica Renee Kolvites has reserved the use of the morton building and parking area at Horseshoe Bend Park to utilize for her wedding ceremony and reception on July 22, 2017; and

WHEREAS, Jessica Renee Kolvites has requested permission to serve alcoholic beverages during her wedding reception on July 22, 2017; and

WHEREAS, the Kingwood Township Parks and Recreation Committee have also reviewed the request;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that a waiver is granted to Jessica Renee Kolvites to provide alcoholic beverages during her wedding reception on July 22, 2017 at the morton building at Horseshoe Bend Park, property located at 144 Horseshoe Bend Road, known as Block 14 Lot 30.01 in Kingwood Township, New Jersey, based on the following conditions and requirements being met by Jessica Renee Kolvites:

1. The applicant shall arrange the alcoholic beverages area so that the area is separate and distinct in appearance;
2. The applicant shall prevent minors from entering the alcoholic beverages area, from serving the alcoholic beverages and from consuming the alcoholic beverages;
3. The applicant shall provide proof to the Township of Kingwood that they hold the following insurance:

General Liability: \$1,000,000 per occurrence/\$2,000,000 aggregate
 Host Liquor Liability: \$1,000,000 per occurrence/\$2,000,000 aggregate

In addition, the applicant shall name the Township of Kingwood as an additional insured, and the Certificate of Insurance shall be submitted to the Township at least 30 days prior to the event. The Certificate of Insurance must specifically note that coverage is provided for Liquor Liability.

4. The applicant, by accepting this waiver, acknowledges and holds harmless the Township of Kingwood and its municipal officials and employees from any and all claims, damages and cost of suit which may arise out of the waiver granted hereunder.

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. 2017-29 - Professional Services Agreements – Twp. Engineer

The following Resolution was introduced:

RESOLUTION NO. 2017 – 29

RESOLUTION AUTHORIZING THE AWARD OF NON-FAIR AND OPEN CONTRACTS FOR TOWNSHIP PROFESSIONALS

WHEREAS, the Township of Kingwood has a need to acquire professional services of Township Professionals as non-fair and open contracts 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 acquisitions will exceed \$17,500; and

WHEREAS, the anticipated term of these contracts is one year(s); and

WHEREAS, each of the Township professionals set forth below has submitted a proposal indicating they will provide the professional services described below for the amount set forth in each submitted proposal; and

WHEREAS, each of the Township professionals set forth below has completed and submitted a Business Entity Disclosure Certification which certifies that each Township 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 Township professionals 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 each 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 contracts with the Township Professionals as described below:

Thomas Decker	Township Engineer	One Year
Van Cleef Engineering Ass.		
32 Brower Lane		
Hillsborough, NJ 08844		

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. Ciacciarelli and carried to adopt the foregoing Resolution.

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

RESOLUTION

Resolution No. 2017-31 - Professional Services Agreements – Survey Bl 40 L 19

The following Resolution was introduced:

RESOLUTION NO. 2017 - 31

**AUTHORIZING PROFESSIONAL SERVICES TO PERFORM
A SURVEY ON BLOCK 40 LOT 19**

WHEREAS, the Township of Kingwood issued a request for proposals (RFP) to perform a survey in connection with Bl 40 L 19 for a Green Acres acquisition located in the Township; and

WHEREAS, the scope of the survey is described in the RFP; and

WHEREAS, the Township received a proposal to perform the survey, which proposal describes more fully the services to be provided and the fee to be charged; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1, *et seq.*) authorizes the hiring of a professional without competitive bidding, providing that the amount to be paid for the work of the professional is less than the bid threshold set forth in the law.

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

1. The proposal of Bohren & Bohren Associates, Inc. is accepted to perform a survey for the Township of Kingwood regarding Bl 40 L 19, in the amount of \$4,700.00.

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2. The contract is awarded without competitive bidding as "Professional Services" as well as being in an amount for less than the bid threshold under the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-5.

3. The Mayor, Clerk, Chief Financial Officer and all other necessary Township officials are hereby authorized to execute any and all documents necessary for the transaction contemplated by this Resolution.

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. 2017-32 - Tax Sale Redemption Bl 28 L 13

The following Resolution was introduced:

**RESOLUTION NO. 2017 - 32
TAX SALE REDEMPTION**

WHEREAS, the Tax Collector has received redemption monies in the amount of \$11,430.79 to redeem Tax Sale Certificate No. 16-007 on Block 28 Lot 13; and

WHEREAS, the lienholder paid a premium in the amount of \$9,000.00 at the time of sale.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey, that the Chief Financial Officer be authorized to issue a check in the amount of \$20,430.79 to US Bank Cust for Pro Capital 6, Sterling National, U.S. Bank TLSG, 50 S. 16th Street, Philadelphia, PA, 19102 for the redemption of Tax Sale Certificate No. 16-007.

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. 2017-33 - Reimbursement for Certified List Fee

The following Resolution was introduced:

RESOLUTION NO. 2017 - 33

REIMBURSEMENT FOR CERTIFIED LIST FEE

WHEREAS, PS & S, 1433 Highway 34, Suite A-4, Wall, NJ 07727 requested a certified list for Block 36, Lots 3, 5, 5.01, and 9 and they submitted a fee of only \$ 10; and

WHEREAS, the Township of Kingwood requires a fee of \$ 10 per lot total of \$ 40; and

WHEREAS, PS & S then requested that the certified list not be done, therefore requesting the return of the initial \$ 10 fee.

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 \$10.00 certified list fee to PS & S, 1433 Highway 34, Suite A-4, Wall, NJ 07727.

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. 2017-34 - Approve Application to Hunterdon County to Utilize Twp. Open Space Funding for Bl 28 L 18

The following Resolution was introduced:

RESOLUTION NO. 2017 – 34

APPLICATION FOR KINGWOOD TOWNSHIP ALLOCATION OF HUNTERDON COUNTY OPEN SPACE TRUST FUNDS

WHEREAS, the Hunterdon County Board of Chosen Freeholders has approved an Open Space Trust Fund and established a Municipal Grants Program to provide County Funds in connection with preserving open space, natural areas, farmland and historic sites; to acquire, develop, improve and maintain county and municipal lands for recreation and conservation purposes; and preservation of historic structures, properties, facilities, sites, areas, or objects; or for the payment of debt service or indebtedness issued or incurred by the municipality for any of the purposes described above; and

WHEREAS, the Township of Kingwood desires to further the public interest by obtaining funding in the amount of \$290,000.00 from the County of Hunterdon to fund the following project: **Open Space Preservation of Pine Brook Farm, Block 28 Lot 18 (2790 Daniel Bray Highway) in Kingwood Township** at a cost of \$580,000.00;

NOW, THEREFORE, the Township Committee resolves that Phillip Lubitz, Mayor is hereby authorized to:

- (a) make application for such County Open Space Trust Funds,
- (b) provide additional application information and furnish such documents as may be required, and
- (c) act as the authorized correspondent of the above named municipality; and

WHEREAS, the County of Hunterdon shall determine if the application is complete and in conformance with the scope and intent of the Hunterdon County Open Space, Farmland and Historic Preservation Trust Fund Plan, applicable Freeholder Board Policies and the Procedures Manual for the Municipal Grant Program adopted thereto, and notify the Municipality of the amount of the funding award; and

WHEREAS, the Municipality is willing to use the County funds in accordance with such adopted Policies and Procedures, and applicable state and local government rules, regulations and statutes;

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Kingwood Township Committee:

1. That the Mayor of the Township of Kingwood is hereby authorized to execute any documents and agreements with the County of Hunterdon for the project known as **Open Space Preservation of Block 28 Lot 18 (2790 Daniel Bray Highway)**;
2. That the Municipality has its share of funds, if required, in the amount of \$290,000.00;
3. That, in the event the County of Hunterdon's funds are less than the total project cost specified above, the applicant has the balance of funding necessary to complete the project;
4. That the applicant agrees to comply with all applicable federal, state, and local laws, rules and regulations in its performance of the project; and

That this Resolution shall take effect immediately.

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 Purchase Cross Conveyor Spreader for DPW

The Township Committee reviewed the following quotes for a Cross Conveyor Spreader:

Bristol Donald Co., Inc. 50 Roanoke Ave Newark, NJ 07105	Swenson Model STCC Cross Conveyor Spreader:	\$5,898.00
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E.M. Kutz, Inc. 2456 Morgantown Rd. Reading, PA 19607	Swenson Model STCC Cross Conveyor Spreader:	\$5,955.00
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Trius Inc. 5049 Industrial Rd. Farmingdale, NJ 07727	Swenson Model STCC Cross Conveyor Spreader:	\$6,623.00
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It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to purchase a Swenson Model STCC Conveyor Spreader from the lowest quote submitted by Bristol Donald Co., Inc. in the amount of \$5,898.00.

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

Personnel Policies – Office Closing for Hourly Workers

Mayor Lubitz noted a question has come up, which is a situation that is not covered in the township’s Employee Handbook. He noted this is in regard to part time employees who work on an hourly basis, intend on working the day they come into work, but if the office must close for a reason that is no fault to the employee, should the part time, hourly paid employee be paid for working that day. The Township Committee requested that all township hourly employees be sent a rice notice for next month’s meeting to be discussed.

Vote to Approve Letter from Auditor – Audit for 2016

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to approve the letter from the township’s Auditor, Bedard, Kurowicki & Co. for the 2016 Audit.

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

Letter to NJDEP – Notifications to Township

Committeeman Ciacciarelli noted this was discussed at the Environmental Commission meeting on March 28, 2017. He stated the Commission suggested that the township write a letter to the NJDEP requesting the township and the Emergency Management Coordinator be notified of any spills or leaks, which occur within the township immediately after the incident occurs. Attorney K. Campbell send the letter to the NJDEP.

Price Quotations:

Pest Control Services – Servicing Kingwood Park, Municipal Bldg, and Old Fairview School House

Viking Pest Control 25 West Main Street Clinton, NJ 08809	Total Quarterly Services:	\$500.00
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Ehrlich 249 Homestead Road Building #5 Hillsborough NJ 08844	Total Quarterly Services:	\$554.00
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It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to accept the service agreement from Viking Pest Control for the total amount of \$500.00 for Pest Control Treatment for the township facilities.

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

Water Testing

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to approve Raffle License 2017-02 for a 50/50 Off Premise Cash Raffle – Hunterdon Central Main Booster Club/Lacrosse Booster Club, 84 Route 31, Flemington, NJ to be conducted on June 5, 2017 at 7:00pm at Razberry’s Banquet Center.

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

Discuss Fences in AR-2 Zone

Attorney K. Campbell explained she received several inquiries for information regarding fences from the Zoning Officer. She reviewed what the township ordinance states, which is that fences are permitted unless something special is noted. She stated, except Byram Colony, which has specific rules in that area. She wanted to let the Committee Members know she will pass this information onto the Zoning Official.

Discussion of Long Term Future of Email & Website

Deputy Mayor Dodds discussed the current e-mail the township now uses, which he explained is a corporate server that he owns. He feels that it is good for now, but would like to start looking for a better solution in the future. He noted that by fall he should have something solid in mind for both the e-mail and website for the township. He would like to look at what services are out there to offer offsite. He asked the Township Committee Members for their thoughts. The Township Committee Members agreed that the township should obtain quotes and information to be reviewed for next month’s meeting.

OLD BUSINESS

Sustainable Aquaculture Systems, Inc.

Deputy Mayor Dodds noted there is nothing to update at this time.

PennEast Pipeline – NJCF Update of 3-3-2017, WE THE PEOPLE Rally, PennEast Pipeline March Update

Mayor Lubitz briefly reviewed the Rally, which took place on March 3, 2017 regarding those against the PennEast Pipeline.

Committeeman Dodds noted that there will be another Rally on April 8th, 2017 at Prallsville Mills in Stockton N.J.

He noted that the PennEast Pipeline's Environmental Impact Statement will be coming out tomorrow. Clerk MacConnell stated that PennEast has submitted their wetlands application to the NJDEP and is available in the Clerk's office if anyone would like to review it.

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

Attorney K. Campbell explained the resolution for Criminal Justice Bail Reform Act and what it is all about.

Parks & Recreation – Community Day & Fireworks Display Ideas

Committeeman Ciacciarrelli reported on a subcommittee meeting he attended with only two other Parks and Recreation members to discuss plans for a day to have a fireworks display. He explained that the Kingwood Township Education Foundation, from the Kingwood Township Elementary School was invited to join the Kingwood Parks and Recreation to plan a Community Day or Founder's Day. They were invited to the subcommittee meeting to start the plans, but did not attend the meeting. They expressed they are not interested to join in at this time, but maybe in the future.

Committeeman Ciacciarrelli noted the Parks and Recreation members who were present made a tentative date of Saturday, September 30th for a fireworks display. He noted more will be discussed at their Parks and Recreation meeting.

The Township Committee requested the township reach out to neighboring municipalities for their dates for Community Day, so Kingwood does not schedule theirs on the same dates.

Vehicle Replacement for DPW

Deputy Mayor Dodds provided a list of vehicle replacements, which he stated is much needed for the Department of Public Works. He noted this was discussed at the township's special budget meeting. There was a brief discussion on which vehicles needed replacing.

Lighting Outside Municipal Building

Deputy Mayor Dodds noted the Township Engineer provided a site plan for the project for outside lighting for the municipal building. He reviewed the proposed plan over the projector. He explained that there are mandatory requirements for lighting outside the building, which need to be considered.

Setback of Sheds

Attorney K. Campbell provided a copy of the current setbacks in the ordinance and also information from Franklin Township, as the result of the Township’s Engineers suggestions.

Committeeman Dodds noted this will be referred to the Planning Board to review the proposed changes.

Draft Ordinance re: Permits for Outside Toilets

Attorney K. Campbell reviewed the sample ordinance the Township Engineer provided. She reviewed several exemptions the township may want to consider. The Township Committee discussed the fees for permits to have portable toilets on township properties. The Committee Members would like to carry this discussion over to next month’s meeting in May.

MINUTES

March 2, 2017 Regular Meeting Minutes

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

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

March 2, 2017 Executive Session Minutes

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

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

March 20, 2017 Special Budget Work Session Minutes

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to approve the March 20, 2017 Special Budget Work Session Meeting Minutes for the Township Committee.

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

March 22, 2017 Special Budget Work Session Minutes

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to approve the March 22, 2017 Special Budget Work 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- 30

The following Resolution was introduced to enter into closed session at approximately 9:08P.M.:

RESOLUTION NO. 2017 - 30

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 - 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 9:33P.M.

ADJOURNMENT

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to adjourn the meeting at 9:33P.M. All voted Aye on Roll Call Vote.

Respectfully submitted,

Cynthia L.Keller
Deputy Clerk, RMC