

# **KINGWOOD TOWNSHIP COMMITTEE**

## **Regular Meeting Agenda**

**June 1, 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**

**Guests – Jason Strauss, Fire Chief 175, Dave Giuliani, Fire Chief 49-5 & Larry Lutz, Fire Chief 92-5**

### **Correspondence**

Letter from PAICF re: Dividends from Previous Years  
Copy of KTEC Letter re: Calling for Delaware River Basin Commission to Enact Permanent Ban on Natural Gas Drilling & Fracking in Delaware River Watershed  
Information from NJ Water Supply Authority re: Treatment in D&R Canal  
Letter from NJDOT re: FY2017 Municipal Aid Grant for Ridge Road

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

**Resolution No. 2017 – 61 Waiver of Construction Permit Fees Due to Fire Damage at Block 33, Lot 9**

### **Bills and Claims**

### **Reports**

Emergency Management Coordinator  
Dog License Agent Report for May 2017  
Animal Control Report of May 2017  
Construction Department Report of April 2017  
Court Report of April 2017

## **June 1, 2017 Kingwood Township Committee Agenda Continued**

### **Reports Continued**

#### Finance Reports:

- Budget Report of May 2017
- Collector's Report of April 2017 & May 2017
- NJSP of May 2017
- Township Engineer's Report of May 2017
- Zoning Officer Report of May 2017

### **Future Meetings and Activities**

- June 10 -** Recycling at Township Garage from 9:00am-12:00noon
- June 10 -** Clean Up Program at Township Garage from 9:00am-12:00noon, Permit Required
- June 3 -** Picnic for seniors at Kingwood Park Pavilion, 200 Union Road, beginning at 1:00pm
- June 5 -** Deadline by 3:00PM to Apply In-Person at County Clerk's office for a Mail-In Ballot for Primary Election
- June 6 -** Primary Election Day, Voting at KT Volunteer Fire Co., 952 County Road 519, polls open from 6:00am-8:00pm
- June 17 -** Annual Fishing Derby at 255 Union Road Pond behind DPW Building, beginning at 9:00am
- July 6 -** Regular Monthly Township Committee Meeting beginning at 7:00pm at Municipal Building

### **Ordinances**

**Ordinance No. 19-06-2017 To Provide For The Resurfacing Of Roads As A General Improvement For The Township And Appropriating \$70,000.00 From The Capital Improvement Fund – Public Hearing and Final Adoption**

**Ordinance No. 19-07-2017 Fixing The Salaries And Compensation Of The Various Officers And Employees Of The Township – Public Hearing and Final Adoption**

**Ordinance No. 19-08-2017 Amending Chapter 57 "Animals," Section 9 "Licensing Of Kennel, Pet Shop, Shelter Or Pound," Of The General Ordinance Of The Township – Public Hearing and Final Adoption**

### **Resolutions**

- Resolution No. 2017-44 -** Dedication By Rider Perc & Soil Receipts
- Resolution No. 2017-45 -** Tax Sale Redemption Bl 37 L 9
- Resolution No. 2017-46 -** Tax Sale Redemption Bl 51 L 44
- Resolution No. 2017-47 -** Reimbursement Berkshire Valley Basset Hound Club
- Resolution No. 2017-48 -** Reimbursement Hunterdon Hills Collie Club
- Resolution No. 2017-49 -** Reimbursement Somerset Hills Kennel Club
- Resolution No. 2017-50 -** Versatile K9 Sports Club
- Resolution No. 2017-51 -** Shared Technology Services (DVRHS)

## **June 1, 2017 Kingwood Township Committee Agenda Continued**

### **Resolutions Continued**

- Resolution No. 2017-52 -** Approve September 30<sup>th</sup> Fireworks Display
- Resolution No. 2017-53 -** ABC License Renewals for 2017-2018
- Resolution No. 2017-54 -** Waiver to Serve Alcoholic Beverages at Kingwood Park
- Resolution No. 2017-55 -** Relay for Life of Hunterdon County
- Resolution No. 2017-56 -** Professional Services Agreement – TDR Grant –  
DGRoberts Planning & Design

### **New Business**

- Repairs to Kingwood Park House
- Discuss Vacancy – Construction Code Technical Assistant  
Horseshoe Bend Park Administrator
- Resolution No. 2017 – 60 Part –** Time Electrical Inspector
- Possible Amendment to Employee Handbook & Personnel Policies  
& Procedures Manual

### **Department of Public Works:**

- Letter of Resignation from DPW
- Resolution No. 2017-57 –** New DPW Employee
- Resolution No. 2017-58 –** Part Time Seasonal Worker – Grass Cutting

### **Old Business**

- Sustainable Aquaculture Systems, Inc.
- PennEast Pipeline – Letter from Twp Atty to PE re: Surveying & Activities on  
Township Properties
- Parks & Recreation – Community Day & Fireworks Display Ideas
- Discussion of Long Term Future of Email & Website – establish subcommittee
- Ordinance No. Amending Chapter 57 “Animals” And To Create Section 27  
Entitled “Pet Stores, Retail Sales Prohibited

### **Minutes**

- May 4, 2017 Regular Meeting Minutes
- May 4, 2017 Executive Session Minutes

### **Executive Session – Resolution No. 2017-59**

- Violations – Bl 17 L 8 (Accurate Waste Systems)
- Contractual - All Township Parks – Insurance Requirements
- Personnel - Teamsters Union Agreement

### **Return to Regular Session**

### **Adjournment**

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

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June 1, 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:

### **Call to Order**

**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.**

**Guests – Jason Strauss, Fire Chief 175, Dave Giuliani, Fire Chief 49-5 & Larry Lutz, Fire Chief 92-5**

Mr. Jason Strauss, Rescue Squad Chief 92-5 from Lambertville/New Hope Rescue Squad was present and explained in March Chief Giuliani and Chief Lutz were present at the Kingwood Township meeting. He noted they came to the meeting this evening to inform the Township Committee of several of the Rescue Squad Chiefs who have covered for Kingwood within the County and their concerns about the Kingwood Rescue Squad's future. He explained that his squad covers Lambertville, New Hope, Solebury PA, West Amwell, Stockton and Delaware Township, and feels it is very difficult at times to also help the Kingwood area when needed. They are present this evening to find out answers, as to what the status for Kingwood Township's Rescue Squad is for the future.

Chief, Jason Strauss explained that most of the calls they have covered for Kingwood last year were mainly in the evening hours. He asked if the township will be making any decisions this evening.

The Township Committee discussed with Chief Jason Strauss, whether or not he brought data for calls for this year 2017. Mayor Lubitz explained that the Kingwood Rescue Squad has entered into an agreement with Quakertown's Rescue Squad.

Mayor Lubitz feels that the information Chief, Jason Strauss is expressing this evening does not pertain to this year. He explained the township is looking for performance since the agreement Kingwood Rescue Squad has established with Quakertown.

Mayor Lubitz feels that everyone serves the same interests and they want to provide the best coverage for the residents here in Kingwood. The Township Committee is looking for data regarding how Kingwood is doing now that they have reorganized. Mayor Lubitz invited the Chiefs present this evening to come back to a meeting in the future when they can provide data of calls they covered for Kingwood for this year.

The Township Committee thanked the Chiefs for attending the meeting.

### **CORRESPONDENCE**

#### **Letter from PAICF re: Dividends from Previous Years**

The Township Committee reviewed the letter from the Public Alliance Coverage Fund, which is the township's previous insurance company. The letter explains how they will be returning a dividend to current and former members from 1997 through 2017 and 2010, who will be receiving their proportionate share of \$510,155.00. It also notes the amount of surplus returned is calculated using a number of factors set forth by the Department of Banking and Insurance. The Township of Kingwood will be receiving a return of surplus as of 12/31/15 in the amount of \$3,438.00.

Clerk MacConnell noted being in contact with PAICF, who has requested a list of the Township Committee meeting dates. Representatives from PAICF would like to present the check in person to the Township Committee members.

#### **Copy of KTEC Letter re: Calling for Delaware River Basin Commission to Enact Permanent Ban on Natural Gas Drilling & Fracking in Delaware River Watershed**

The Township Committee review the draft letter from the Environmental Commission to the Delaware River Basin Commission.

#### **Information from NJ Water Supply Authority re: Treatment in D&R Canal**

Mayor Lubitz reviewed the information received from the New Jersey Water Supply Authority who maintains and operates the D & R Canal as part of the Raritan Basin Water Supply System. The NJWSA is working cooperatively with the NJDEP, the D&R Canal Commission and a variety of Canal interest groups to implement a comprehensive 3 year management plan designed to contain the spread of Hydrilla, which is an invasive aquatic weed. There will be signage posted to access areas along the Canal's entire length to alert the public. Additional information can be found at <http://www.njwsa.org/hydrilla.html>.

Letter from NJDOT re: FY2017 Municipal Aid Grant for Ridge Road

Mayor Lubitz reviewed the letter from the New Jersey Department of Transportation. He noted the Township is pleased to announce it has received funding from the New Jersey Department of Transportation (NJDOT) Fiscal Year Municipal Aid Program for Ridge Road Section One, in the amount of \$200,000.

**PUBLIC COMMENT – PRIVILEGE OF THE FLOOR**

John Mathieu- Kingwood Twp. Resident – Commented he is pleased that the Township Committee took an open approach with the Kingwood Rescue Squad, and he appreciates their efforts to achieve the objective to make sure that everyone has coverage. He thanked Mayor Lubitz for letting the public know the arrangements between Kingwood and the Quakertown Rescue Squads.

Tom Sommo – Kingwood Twp. Resident – Commented that he supports the Kingwood Township Rescue Squad and appreciates all they do for Kingwood. He appreciates what the Township Committee are doing to work in a joint effort with Quakertown. He feels that Quakertown is a very successful squad and that Kingwood Rescue will do very well working with them.

Nancy Ponter – Kingwood Twp. Resident and Member of the Kingwood Rescue Squad – Came to thank the Mayor and Township Committee for listening. She wanted them to know that they are here for the benefit of our residents. She noted the Kingwood Rescue Squad has reorganized and has improved a great deal. They are continuing in many ways to improve. They are keeping track of the calls and also data of how the other squads around them have been assisting. She expressed her many thanks for the help of mutual aid when it is not possible for anyone from Kingwood to respond. She stated Kingwood Rescue Squad would like to return the favor, but they are not on their alerting procedures for mutual aid. The Kingwood Rescue Squad thanked the Township Committee for all of their support and efforts.

Deputy Mayor Dodds reviewed a meeting he recently had with the Kingwood Rescue Squad. He noted they have brought on new members who are interested in EMT training. He is hoping to extend help to the Rescue Squad with funds to train them as they are helping the Kingwood Fire Department. He explained that the number of calls missed by Kingwood Township have gone down by half this year. He feels they do a phenomenal job with what they have to work with.

Mayor Lubitz commented on a meeting last evening, which was held in Milford with the County. He invited Fire Chief James Drake to come up and explain what occurred at the meeting.

James Drake noted they are looking to do a hybrid version of using existing apparatus and stations, as well as, one of their own in three strategic areas of the County.

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The County is looking to hire the manpower, purchase one engine and work out of several firehouses in all areas of the County while staffing them and using their existing equipment. He explained that the taxes will come out to approximately \$23.00 per year for a \$300,000 home. Chief James Drake stated they will be looking for support from all the municipal Mayors.

Kerry Floyd – Kingwood Township Rescue Squad Member – Wanted to thank the Township for supporting the Rescue Squad for all these years. She noted they have gone through a significant organizational change and feels it is for the better and is working very well. They still have a few issues to take care of, but feels they are doing everything they can. She wanted to mention a few months ago the various townships in the area had a group meeting, but never alerted the Kingwood of these issues or that they are looking for funding.

She explained they were completely caught off guard and feel that the mutual aid agreements, which have been established for decades in Hunterdon County would be compromised. Kerry Floyd thanked the Township Committee for their time.

Walter Podpora – Franklin Township – Explained his uncle Chester Podpora who has a home on Route 519, recently had a fire. He noted his uncle is on his way to the meeting to speak to the Township Committee regarding construction permits he has applied for recently. Walter Podpora stated his uncle did not have fire insurance and is requesting a reduction in fees for the construction permits he applied for to help him out. Attorney K. Campbell commented on other towns that have done something similar. She will look into this further to see if the fees to the State can be waived also. She recommended the township adopt a resolution to waive the fees for the permits. Attorney K. Campbell will get the information to Clerk MacConnell.

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2017 – 61**

**WAIVER OF CONSTRUCTION PERMIT FEES**

**DUE TO FIRE DAMAGE AT BLOCK 33 LOT 9**

**WHEREAS**, the Kingwood Township Committee has considered waiving construction permit fees for Chester Podpora, owner of 523 County Road 519, as a result of damages caused by fire; and

**WHEREAS**, pursuant to N.J.A.C. 5:23-4.19(b)5 the State permit fees will also be waived;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that the Construction Official is hereby authorized to waive construction permit fees for repairs to damages resulting from fire at the residence of Chester Podpora, 523 County Road 519, Block 33 Lot 9, which occurred March 16, 2017.

It was moved by Mr. Ciacciarelli, seconded by Mr. Dodds and carried to adopt the foregoing Resolution pending authorization from the Township Attorney.

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

### **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 **\$659,743.26** that are in order and attached as Bill List for June, 2017.

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

### **REPORTS**

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

#### **Emergency Management Coordinator**

EMC, Jack MacConnell was present to give his monthly report. He noted that the pole for the antenna has been installed at the Horseshoe Bend Park. Every now and then the Department of Public Works sometimes closes the roads and does not notified Jack MacConnell, who needs to know about any roads closing so he is able to notify everyone that needs to know. He explained that he usually informs 911, and the schools. DPW Liaison, Deputy Mayor Dodds will speak to the Department of Public Works.

Jack MacConnell talked about the trees that will be removed at the Kingwood Park, due to the emerald ash borer. The township now has two certified people who went to State firefighter school and also volunteer at the Horseshoe Bend Park. He noted that the drought warning has been lifted. He reported on the white star tick disease, which has caused two deaths in the last two years. He recommended putting something on the website to alert the residents. He will be putting up an automated speed sign for the 4<sup>th</sup> of July.

Kerry Floyd, Rescue Squad member commented she attended a River County Rescue Committee, meeting, which was located in Bucks County Pennsylvania. She explained that the Kingwood Squad does not have rivercraft due to expenses.

She explained they are requesting each towns rescue squad place a placard or sign along the river to note where people are at, and they want the signs color coded. She explained they need to mark on the river “Entering Kingwood Township”. She is looking for guidance from the Township Committee. Emergency Management Coordinator, Jack MacConnell noted he will start by contacting Bull’s Island and then go about marking the area. Fire Chief, James Drake noted Pennsylvania will have the same colors on their side, and that the color codes will have already been chosen.

Dog License Agent Report for May 2017

The Township Committee briefly reviewed the Dog License Agent’s Report for May 2017.

Animal Control Report of May 2017 – No report this month

Finance Reports:

Budget Report of May 2017

Collector’s Report of April 2017 & May 2017

NJSP of May 2017

Township Engineer’s Report of May 2017

Zoning Officer Report of May 2017 – No report this month

Mayor Lubitz requested an e-mail be sent out as a reminder regarding submitting monthly reports on a timely manner.

**FUTURE MEETINGS AND ACTIVITIES**

Mayor Lubitz reviewed as per the agenda.

**ORDINANCES**

**ORDINANCE NO. 19-06-2017 TO PROVIDE FOR THE RESURFACING OF ROADS AS A GENERAL IMPROVEMENT FOR THE TOWNSHIP AND APPROPRIATING \$70,000.00 FROM THE CAPITAL IMPROVEMENT FUND VOL. 19, PG. 19-06-2017 –**

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 4<sup>th</sup> day of May 2017. The Ordinance was published in the Hunterdon County Democrat on May 11, 2017 and has been posted in the Kingwood Township Municipal Building on May 5, 2017. Copies of the Ordinance have been available for inspection by the public since May 5, 2017.

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

Public Comments: There were no public comments.

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

**ORDINANCE NO. 19 – 06 - 2017**

**AN ORDINANCE TO PROVIDE FOR THE RESURFACING OF ROADS AS A GENERAL IMPROVEMENT FOR THE TOWNSHIP OF KINGWOOD IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY AND APPROPRIATING \$70,000.00 FROM THE CAPITAL IMPROVEMENT FUND**

**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 purpose described in Section 2, there is hereby appropriated the sum of \$70,000.00, said sum being inclusive of all appropriations heretofore made therefore.

**SECTION 2.** The Township of Kingwood is hereby authorized to resurface Township roads.

**SECTION 3.** In order to finance the cost of the improvements or purpose there is hereby appropriated \$70,000.00 from the Capital Improvement Fund.

**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 project has been included in the 2017 Capital Budget of the Township of Kingwood.

**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. Ciacciarelli, seconded by Mr. Dodds and carried to adopt the foregoing Ordinance.

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

**ORDINANCE**

**ORDINANCE NO. 19-07-2017 FIXING THE SALARIES AND COMPENSATION OF THE VARIOUS OFFICERS AND EMPLOYEES OF THE TOWNSHIP VOL. 19, PG. 19-07-2017**

– 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 4<sup>th</sup> day of May 2017. The Ordinance was published in the Hunterdon County Democrat on May 11, 2017 and has been posted in the Kingwood Township Municipal Building on May 5, 2017. Copies of the Ordinance have been available for inspection by the public since May 5, 2017.

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

Public Comments: There were no public comments.

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

**ORDINANCE NO. 19 – 07 - 2017**

**AN ORDINANCE FIXING THE SALARIES AND COMPENSATION OF THE VARIOUS OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF KINGWOOD IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY.**

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

**ARTICLE 1.** The salaries or compensation rates of the positions listed below are hereby fixed and determined:

**Elective**

Mayor	\$ 3,000.00
Committee Members	\$ 2,800.00

**Administrative**

Municipal Clerk	\$ 76,986.00
Deputy Clerk	\$ 53,501.00
Assessment Search Officer	\$ 3,960.00
Chief Financial Officer	\$ 39,642.00
Financial Assistant	\$ 17.88
	\$ 34,137.00

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Tax Assessor	
Farm Inspection Fee	\$ 3,315.00
Tax Collector	\$ 28,547.00
Tax Search Officer	\$ 3,960.00
General Code Enforcement Officer	\$ 4,351.00
CCO/Building/Building Inspector	\$ 22,629.00
Construction Code Technical Assistant	
Electrical Subcode Official/Inspector	\$ 12,333.00
Fire Subcode Official/Inspector	\$ 11,767.00
Plumbing Subcode Official/Inspector	\$ 6,495.00
	\$ 7,059.00
<b><u>Land Use</u></b>	
Planning Board Secretary	
Board of Adjustment Secretary	\$ 22,119.00
Zoning Officer	\$ 7,016.00
	\$ 11,675.00
<b><u>Public Works Department</u></b>	
Road Supervisor	
	\$ 97,324.00
General Municipal Worker	
	\$12.00-\$37.00
<b><u>Municipal Court</u></b>	
Judge	
Court Administrator/Violations Clerk	\$ 14,750.00
Prosecutor	\$ 39,004.00
Public Defender	\$ 12,503.00
Municipal Court Clerical Assistant	\$ 3,524.00
Municipal Court Security Officer	\$ 18.05
	\$ 31.74
<b><u>Miscellaneous</u></b>	
Clean Communities Coordinator	
Board of Health Secretary	\$ 3,663.00
Parks and Recreation Secretary	\$ 4,413.00
Environmental Commission Secretary	\$ 3,715.00

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Open Space/Agriculture Secretary	\$ 2,573.00
Affordable Housing Secretary	\$ 2,573.00
Registrar of Vital Statistics	\$ 1,414.00
Deputy Registrar of Vital Statistics	\$ 2,217.00
Emergency Management Coordinator	\$ 1,063.00
Deputy Emergency Mgt. Coordinator	\$ 3,153.00
Recycling Coordinator	\$ 2,263.00
Dog Licensing Agent	\$ 3,168.00
Janitor	\$ 2,943.00
	\$ 11,654.00

**ARTICLE 2.** For authorized use of an automobile, an official or employee shall be reimbursed the amount set by the Internal Revenue Service. All other authorized travel expense reimbursements, training and educational reimbursements, overtime, health and disability insurance, absence, paid vacations, equipment allowances, emergency meal allowances and other benefits shall be set forth in the current Kingwood Township Personnel Manual, or in accordance with applicable law.

**ARTICLE 3.** In the event any section of this Ordinance shall be declared invalid, the remainder shall remain in full force and effect.

**ARTICLE 4.** All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

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

**Roll Call Vote:**

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

**ORDINANCE**

**ORDINANCE NO. 19-08-2017 AMENDING CHAPTER 57 “ANIMALS”, SECTION 9 “LICENSING OF KENNEL, PET SHOP, SHELTER OR POUND”, OF THE GENERAL ORDINANCE OF THE TOWNSHIP VOL. 19, PG. 19-08-2017 – 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 4<sup>th</sup> day of May 2017.

The Ordinance was published in the Hunterdon County Democrat on May 11, 2017 and has been posted in the Kingwood Township Municipal Building on May 5, 2017. Copies of the Ordinance have been available for inspection by the public since May 5, 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: There were 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 – 08 - 2017**

**ORDINANCE AMENDING CHAPTER 57 “ANIMALS,” SECTION 9 “LICENSING OF KENNEL, PET SHOP, SHELTER OR POUND,” OF THE GENERAL ORDINANCES OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, AND THE STATE OF NEW JERSEY.**

**WHEREAS**, the Township Committee, at the recommendation from the Hunterdon County Board of Health, wishes to change the licensing requirement for kennels, pet shops, shelters and pounds from a calendar year basis to a fiscal year basis.

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

Section 1:

All licenses issued for a kennel, pet shop, shelter or pound shall state the purpose for which the establishment is maintained, and all such licenses shall expire on June 30th of each year. All licenses shall be issued annually and shall be run on a fiscal basis (12 months), from July 1<sup>st</sup> to June 30<sup>th</sup>. All licenses are subject to revocation by the Township Committee on recommendations of the New Jersey Department of Health, the Hunterdon County Health Officer, or the Board of Health of the Township for failure to comply with the rules and regulations of the State Department of Health or the Board of Health of the Township governing the same, after the owner has been afforded a hearing by either the New Jersey Department of Health or the Township Board of Health.

Section 2:

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

Section 3:

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

Section 4:

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

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

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

**RESOLUTIONS**

**Resolution No. 2017-44 - Dedication By Rider Perc & Soil Receipts**

The following Resolution was introduced:

**Resolution No. 2017 – 44**

**REQUESTING PERMISSION FOR THE DEDICATION BY RIDER FOR DEVELOPER’S ESCROW FEE – PERC AND SOIL RECEIPTS REQUIRED BY NJSA 40:55D-53.1, et seq.**

**WHEREAS**, permission is required of the Director of the Division of Local Government Services for approval as a dedication by rider of revenues received by a municipality when the revenue is not subject to reasonably accurate estimates in advance; and

**WHEREAS**, NJSA 40:55D-53.1, et seq provides for receipt of Developer’s Escrow Fund – Perc and Soil Receipt funds by the municipality to provide for the operating costs to administer this act; and

**WHEREAS**, N.J.S.A 40A:4-39 provides the dedicated revenues anticipated from the Perc and Soil Receipts are hereby anticipated as revenue and are hereby appropriated for the purpose to which said revenue is dedicated by statute or other legal requirement;

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

1. The Kingwood Township Committee does hereby request permission of the Director of the Division of Local Government Services to pay expenditures of the NJSA 40:55D-53.1, et seq. Developer’s Escrow Fund - Perc and Soil Receipts.
2. The Clerk of the Township of Kingwood, County of Hunterdon is hereby directed to forward two certified copies of this Resolution to the Director of the Division of Local Government Services.

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

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

**RESOLUTION**

**Resolution No. 2017-45 - Tax Sale Redemption Bl 37 L 9**

The following Resolution was introduced:

**RESOLUTION NO. 2017 - 45**

**TAX SALE REDEMPTION**

**WHEREAS**, the Tax Collector has received redemption monies in the amount of \$23,638.90 to redeem Tax Sale Certificate No. 15-005 on Block 37, Lot 9; and

**WHEREAS**, the lienholder paid a premium in the amount of \$1,100.00 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 \$27,738.90 to US Bank Cust for Pro Capital II, U.S. Bank TLSG, 50 S. 16<sup>th</sup> Street, Philadelphia, PA, 19102 for the redemption of Tax Sale Certificate No. 15-005.

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

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

**RESOLUTION**

**Resolution No. 2017-46 - Tax Sale Redemption Bl 51 L 44**

The following Resolution was introduced:

**RESOLUTION NO. 2017 - 46**

**TAX SALE REDEMPTION**

**WHEREAS**, the Tax Collector has received redemption monies in the amount of \$10,952.37 to redeem Tax Sale Certificate No. 16-011 on Block 51, Lot 44; and

**WHEREAS**, the lien holder paid a premium at the time of sale in the amount of \$11,500.00;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that the Chief Financial Officer be authorized to issue a check in the amount of \$22,452.37 to Trystone Capital Assets LLC, PO Box 1030, Brick, New Jersey, 08723 for the redemption of Tax Sale Certificate No. 16-011.

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

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

**RESOLUTION**

**Resolution No. 2017-47 - Reimbursement Berkshire Valley Basset Hound Club**

The following Resolution was introduced:

**RESOLUTION NO. 2017 – 47**

**REIMBURSEMENT FOR SECURITY DEPOSIT**

**WHEREAS**, the Berkshire Valley Basset Hound Club, 14 Rudmar Road, Oak Ridge, NJ 07438 rented the Morton Building facility at the Horseshoe Bend Park on Horseshoe Bend Road for a dog club event on Saturday, March 4, 2017 and Friday, May 5<sup>th</sup>, 2017; and

**WHEREAS**, the Township of Kingwood requested a security deposit from the Berkshire Valley Basset Hound Club, 14 Rudmar Road, Oak Ridge, NJ 07438 for the use of the facility for a dog club event on Saturday, March 4, 2017 and Friday, May 5<sup>th</sup>, 2017 in the amount of \$300.00; and

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

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey to authorize the Chief Financial Officer of the Township of Kingwood to return the amount of \$300.00 security deposit to the Berkshire Valley Basset Hound Club, 14 Rudmar Road, Oak Ridge, NJ 07438

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

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

**RESOLUTION**

**Resolution No. 2017-48 - Reimbursement Hunterdon Hills Collie Club**

The following Resolution was introduced:

**RESOLUTION NO. 2017 – 48**

**REIMBURSEMENT FOR SECURITY DEPOSIT**

**WHEREAS**, the Hunterdon Hills Collie Club, 2154 Oak Tree Road, Edison, NJ 08820 rented the Morton Building facility at the Horseshoe Bend Park on Horseshoe Bend Road for a dog club event on Saturday, April 8, 2017 and Sunday, April 9, 2017; and

**WHEREAS**, the Township of Kingwood requested a security deposit from the Hunterdon Hills Collie Club, 2154 Oak Tree Road, Edison, NJ 08820 for the use of the facility for a dog club event on Saturday, April 8, 2017 and Sunday, April 9, 2017 in the amount of \$300.00; and

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

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey to authorize the Chief Financial Officer of the Township of Kingwood to return the amount of \$300.00 security deposit to the Hunterdon Hills Collie Club, 2154 Oak Tree Road, Edison, NJ 08820.

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

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

**RESOLUTION**

**Resolution No. 2017-49 - Reimbursement Somerset Hills Kennel Club**

The following Resolution was introduced:

**RESOLUTION NO. 2017 – 49**

**REIMBURSEMENT FOR SECURITY DEPOSIT**

**WHEREAS**, the Somerset Hills Kennel Club, 117 Cole Road, Flemington, NJ 08822 rented the Morton Building facility at the Horseshoe Bend Park on Horseshoe Bend Road for a dog club event on Sunday, May 21, 2017; and

**WHEREAS**, the Township of Kingwood requested a security deposit from the Somerset Hills Kennel Club, 117 Cole Road, Flemington, NJ 08822 for the use of the facility for May 21, 2017 in the amount of \$300.00; and

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

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey to authorize the Chief Financial Officer of the Township of Kingwood to return the amount of \$300.00 security deposit to the Somerset Hills Kennel Club, 117 Cole Road, Flemington, NJ 08822.

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. 2017-50 - Versatile K9 Sports Club**

The following Resolution was introduced:

**RESOLUTION NO. 2017 - 50**

**REIMBURSEMENT FOR SECURITY DEPOSIT**

**WHEREAS**, the Versatile K9 Sports Club, 29 Pleasant Valley Road, Whippany, NJ 07981, rented the Morton Building facility at the Horseshoe Bend Park on Horseshoe Bend Road for a dog club event on Saturday, May 13, 2017 and Sunday, May 14, 2017; and

**WHEREAS**, the Township of Kingwood requested a security deposit from the Versatile K9 Sports Club, 29 Pleasant Valley Road, Whippany, NJ 07981 for the use of the facility for a dog club event on Saturday, May 13, 2017 and Sunday, May 14, 2017 in the amount of \$300.00; and

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

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey to authorize the Chief Financial Officer of the Township of Kingwood to return the amount of \$300.00 security deposit to the Versatile K9 Sports Club, 29 Pleasant Valley Road, Whippany, NJ 07981.

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

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

**RESOLUTION**

**Resolution No. 2017-51 - Shared Technology Services (DVRHS)**

The following Resolution was introduced:

**RESOLUTION NO. 2017 – 51**

**TECHNOLOGY SERVICES WITH DELAWARE VALLEY**

**REGIONAL HIGH SCHOOL**

**WHEREAS**, Kingwood Township has received a proposal from Delaware Valley Regional High School Board Of Education (DVRHS) to provide subcontracted Technology Services; and

**WHEREAS**, DVRHS and Kingwood Township desire to enter into a joint agreement wherein DVRHS will provide the said Technology Services; and

**WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes public entities to enter into a contract with each other to subcontract any service which one of the parties to the Agreement is empowered to render within its own jurisdiction, including services incidental to the primary purposes of any of the participating entities; and

**WHEREAS**, DVRHS and Kingwood Township are by definition local units under the said law, and DVRHS is empowered by law to provide Technology Services; and

**WHEREAS**, the provision of Technology Services by DVRHS is economically advantageous to Kingwood Township;

**NOW, THEREFORE, BE IT RESOLVED** that DVRHS and Kingwood Township hereby agree to enter into the 2017/2018 time and material shared services arrangement for the provision of Technology Services in accordance with N.J.S.A. 40A:65-1 et seq. at the following hourly rates:

IT Director	\$80.00
Network Specialist	\$70.00
Technician Level 2	\$60.00
Technician Level 1	\$50.00

Materials will be reimbursable at cost.

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

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

**RESOLUTION**

**Resolution No. 2017-52 - Approve September 30<sup>th</sup> Fireworks Display**

The following Resolution was introduced:

**RESOLUTION NO. 2017 - 52**

**SEPTEMBER 30, 2017 FIREWORKS DISPLAY**

**WHEREAS**, the Kingwood Township Parks & Recreation Committee has scheduled "Kingwood Community Day" on September 30, 2017; and

**WHEREAS**, the Kingwood Township Parks & Recreation Committee plans various activities for the day and wishes to display fireworks for the community to help enjoy this day; and

**WHEREAS, Garden State Fireworks** has submitted a certificate of insurance with the Township named as additional insured; and

**WHEREAS**, the Kingwood Township Volunteer Fire Company No. 1, and the Kingwood Township First Aid & Rescue Squad will be standing by at the scene;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey that approval is given for the fireworks display on September 30, 2017, rain date October 1, 2017, on the Kingwood Park property located at 200 Union Road, known as Block 19 Lot 8 in Kingwood Township, New Jersey.

**BE IT FINALLY RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey that the Mayor and Clerk are hereby authorized to execute and enter into an agreement with Garden State Fireworks, Inc. and execute the application for a fireworks permit from the State of New Jersey.

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

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

**RESOLUTION**

**Resolution No. 2017-53 - ABC License Renewals for 2017-2018**

The following Resolution was introduced:

**RESOLUTION NO. 2017 - 53**

**LIQUOR LICENSE APPLICATION RENEWALS**

**WHEREAS**, applications have been made to the Kingwood Township Committee for the renewal of Plenary Retail Consumption Licenses, Plenary Retail Distribution Licenses and Club Licenses for the 2017-2018 licensing period; and

**WHEREAS**, the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey, at a meeting assembled, has reviewed all applications and the submitted application forms are complete in all respects, the applicant is qualified to be licensed according to all statutory, regulatory and local governmental ABC laws and regulations, and the issuing authority has reviewed the source of any additional financing obtained in the previous license term for use in the licensed business; and

**WHEREAS**, the submitted club application is complete in all respects, the officers and directors of the club are qualified according to all statutory, regulatory and local government ABC laws and regulations, and the club maintains all records required by N.J.A.C. 13:2-8.8 and N.J.A.C. 13:2-8.12 and therefore are found to be in order;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey that the following Plenary Retail Consumption Licenses, Plenary Retail Distribution Licenses and Club Licenses be hereby renewed for the 2017-2018 licensing period effective July 1, 2017:

1016-31-006-001      Kingwood Township Fire Company No. 1  
                                 952 County Road 519  
                                 Baptistown, NJ 08803  
Municipal Fee: \$50.00      State Fee: \$200.00  
Club License

1016-33-003-004      B D A Highland Company LLC  
                                 343 County Road 519  
                                 Stockton, NJ 08559  
Municipal Fee: \$2,500.00      State Fee: \$200.00  
Plenary Retail Consumption License

1016-33-004-007      BMA Enterprises Inc.  
                                 1121 State Highway 12  
                                 Frenchtown, NJ 08825  
Municipal Fee: \$2,500.00      State Fee: \$200.00  
Plenary Retail Consumption License

1016-33-005-004      Razberry's Inc.  
                                 PO Box 167  
                                 Baptistown, NJ 08803  
Municipal Fee: \$2,500.00      State Fee: \$200.00  
Plenary Retail Consumption License

**SPECIAL CONDITION:** That the doors on the west side of the building be

Closed from 10:00PM to 2:00AM while there is music, live or recorded,  
Playing in the premises.

1016-44-002-007      SIA Liquor LLC  
                                 866 Route 12  
                                 Frenchtown, NJ 08825  
Municipal Fee: \$2,500.00      State Fee:      \$200.00  
Plenary Retail Distribution License

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. 2017-54 - Waiver to Serve Alcoholic Beverages at Kingwood Park**

The following Resolution was introduced:

**RESOLUTION NO. 2017 – 54**

**WAIVER TO SERVE ALCOHOLIC BEVERAGES  
AT KINGWOOD PARK**

**WHEREAS**, the Bocce Club at Kingwood Park (Italian American Club of Hunterdon County) has reserved the use of the pavilions and parking area at Kingwood Park to utilize for a “Italian American Club of Hunterdon County Bocce Tournament” on June 25, 2017, with a rain date of July 1, 2017; and

**WHEREAS**, the Italian American Club of Hunterdon County has requested permission to serve alcoholic beverages during the tournament on June 25, 2017;

**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 the Italian American Club of Hunterdon County to provide alcoholic beverages during the tournament on June 25, 2017 at the Kingwood Park pavilions, property located at 200 Union Road, known as Block 19 Lot 8 in Kingwood Township, New Jersey, based on the following conditions and requirements being met by the applicant:

1. The applicants shall arrange the alcoholic beverages area so that the area is separate and distinct in appearance;

2. The applicants shall prevent minors from entering the alcoholic beverages area, from serving the alcoholic beverages and from consuming the alcoholic beverages;
3. The applicants 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 applicants 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 applicants, by accepting this waiver, acknowledge and hold 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.

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

## **RESOLUTION**

### **Resolution No. 2017-55 - Relay for Life of Hunterdon County**

The following Resolution was introduced:

#### **RESOLUTION NO. 2017 – 55 RELAY FOR LIFE OF HUNTERDON COUNTY PROCLAMATION**

**WHEREAS**, the Relay For Life program is the signature activity of the American Cancer Society and celebrates cancer survivors and caregivers, remembers loved ones lost to the disease, and empowers individuals and communities to fight back against cancer; and

**WHEREAS**, money raised during Relay For Life of Hunterdon County supports the American Cancer Society’s mission of saving lives by helping people stay well and get well, by finding cures and by fighting back; and

**WHEREAS**, Relay For Life events helped fund more than \$150 million in cancer research last year;

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Kingwood, Hunterdon County and State of New Jersey, do hereby proclaim June 16th and 17th of 2017 as,

**“RELAY FOR LIFE OF HUNTERDON COUNTY DAYS”**

in our community and encourage citizens to help finish the fight against cancer by participating in the Relay For Life Event at Hunterdon County Fairgrounds on June 16th and 17<sup>th</sup> of 2017.

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

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

**RESOLUTION**

**Resolution No. 2017-56 - Professional Services Agreement – TDR Grant – DGRoberts Planning & Design**

The following Resolution was introduced:

**RESOLUTION NO. 2017 – 56**

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

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

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

**WHEREAS**, the anticipated term of this contract is one year(s); and

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

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

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

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

David Roberts	TDR Grant Project	One Year
DG Roberts Planning & Design LLC		
37 Bayview Avenue		
Bayville, NJ 08721		

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.

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

**NEW BUSINESS**

Repairs to Kingwood Park House

The Township Committee reviewed the quotes for the repairs to the Kingwood Park House. C.F.O. D. Laudenschmidt noted that a Capital Ordinance needs to be prepared and introduced. Deputy Mayor Dodds would like the Park Director’s recommendation. This will be referred to the Park Director and an ordinance prepared for next month.

Discuss Vacancy – Construction Code Technical Assistant  
Horseshoe Bend Park Administrator

The Township Committee noted that there is now a vacancy for the Construction Code Technical Assistant. Deputy Mayor Dodds noted that the current Construction Official will be taking on the duties of the Construction Code Technical Assistant. The Committee Members briefly discussed the fact that the Construction Official will need to work additional hours. There was a discussion on the salary for both the Construction Code Technical Assistant and the Horseshoe Bend Park Administrator, which would need to be determined depending on the hours for each position.

Deputy Mayor Dodds noted that Cynthia Keller has been doing the job as the Horseshoe Bend Park Administrator since the last employee left. He noted that she has been doing a good job and feels the Township Committee should authorize additional hours for the position.

Deputy Mayor Dodds noted the Electrical Inspector is now in the hospital for the third week and explained that the Construction Official has requested the township employ a temporary inspector for the additional work for electrical inspections, which needs to be done. It was discussed that the position is a part-time position and paid on an hourly basis. Deputy Mayor Dodds noted that this position is paid approximately 32.50 – 35.00 per hour.

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2017 – 60**

**PART – TIME ELECTRICAL INSPECTOR**

**WHEREAS**, the Township is in need of an additional, part time Electrical Inspector due to a temporary medical absence of the regular Electrical Inspector; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey to employ Keith B. Allara as a part time Electrical Inspector, at the rate of \$32.50 per hour, beginning June 6, 2017, based upon the recommendation of the Township’s Construction Official.

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

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

Possible Amendment to Employee Handbook & Personnel Policies & Procedures Manual

The Township Committee discussed the amendments to the Employee Handbook & Personnel Policies & Procedures Manual. Clerk MacConnell explained the exit interview sheet for when an employee is leaving the position. The Township Committee suggested adding the exit interview information and mandatory drug testing for part time employees to the Employee Handbook & Personnel Policies & Procedures Manual. These additions will be written up and approved at the next township meeting.

**Department of Public Works:**

Letter of Resignation from DPW

The Township Committee reviewed the resignation letter from Ryan Osborne. They approved the letter with regret.

There was a discussion regarding the employee who has been chosen for the vacant position on the township's Department of Public Works. Applications for employment were received and reviewed. Deputy Mayor Dodds noted the employee chosen for the position has a lot of experience and licenses, which will be very beneficial to the township.

**RESOLUTION**

**Resolution No. 2017-57 – New DPW Employee**

The following Resolution was introduced:

**RESOLUTION NO. 2017 – 57**

**DEPARTMENT OF PUBLIC WORKS**

**WHEREAS**, the Kingwood Township Committee has received the resignation of Ryan Osborne from the Department of Public Works; and

**WHEREAS**, the vacant position has been advertised for in the Hunterdon Democrat and on the Township's website; and

**WHEREAS**, the Township's Road Supervisor has reviewed the applications received;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey to employ John B. McNally to fill the position, effective June 12, 2017 at a rate of \$27.50 per hour.

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

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

**RESOLUTION**

**Resolution No. 2017-58 – Part Time Seasonal Worker – Grass Cutting**

The following Resolution was introduced:

**RESOLUTION NO. 2017 – 58  
PART TIME SEASONAL WORKER**

**WHEREAS**, the Township is in need of part time seasonal help during only certain times of the year, such as for snowplowing and grass mowing;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that based upon a recommendation from the Road Supervisor, Carl Rodweller is authorized to perform grass cutting for the year 2017, at a rate of \$21.00 per hour, for a time period not to exceed five weeks.

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

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

**OLD BUSINESS**

**Sustainable Aquaculture Systems, Inc.**

The Township Committee noted no construction has been started on the property at this time.

**PennEast Pipeline – Letter from Twp. Atty. to PennEast re: Surveying & Activities on Township Properties**

Attorney K. Campbell reviewed the letters she sent to PennEast and Western Land Services. The letter informed PennEast and its agents to be advised that the PennEast Pipeline and its employees, agents and representatives including Western Land Services are not permitted to survey or enter upon any municipal property for surveying or any other business related to the PennEast Pipeline.

There was a discussion regarding tactics the PennEast Pipeline has been doing to obtain access to properties in Kingwood Township.

#### Parks & Recreation – Community Day & Fireworks Display Ideas

Governing Body Member Richard Dodds, Liaison for the Parks and Recreation explained what was discussed at the Parks and Recreation subcommittee meeting for Community Day 2017. Community Day is going to be low key this year and will begin at 4:00P.M. and go until 8:00P.M. with a fireworks display to end the evening.

EMC, Jack MacConnell noted that when there are community gatherings scheduled, the New Jersey State Police have requested that investigations be done in regard to security and activities. He noted they do a search on an activity planned to see if there are any reasons to be aware.

#### Discussion of Long Term Future of Email & Website – establish subcommittee

Deputy Mayor Dodds noted C.F.O/Tax Collector Diane Laudenbach has been working on the website and keeping it up to date. Diane Laudenbach stated that she has been in contact with the IT from the Delaware Valley Regional High School. She explained that most likely the township will be staying with First Class, which is much easier and less involved than starting all over from scratch. The township will need to obtain the license for First Class, and the DVRHS will host the server.

#### Ordinance No. Amending Chapter 57 “Animals” And To Create Section 27 Entitled “Pet Stores, Retail Sales Prohibited

Attorney K. Campbell gave a brief review. There was a brief discussion as to why the township would adopt this ordinance. It was determined it would be due to unhealthy conditions. The Township Committee has decided to wait for the State to move on this first before adopting an ordinance.

### MINUTES

#### May 4, 2017 Regular Meeting Minutes

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to approve the May 4, 2017 Regular Meeting Minutes for the Township Committee.

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

May 4, 2017 Executive Session Minutes

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to approve the May 4, 2017 Executive Session Meeting Minutes for the Township Committee.

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

**EXECUTIVE SESSION – RESOLUTION NO. No. 2017-59**

The following Resolution was introduced to enter into closed session at approximately 8:27P.M.:

**RESOLUTION NO. 2017 - 59**

**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:

**Violations – BI 17 L 8 (Accurate Waste Systems)**  
**Contractual - All Township Parks – Insurance Requirements**  
**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.

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

### **RETURN TO REGULAR SESSION**

The Township Committee returned to regular session at 9:01P.M.

### **ADJOURNMENT**

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to adjourn the meeting at 9:02P.M. All voted Aye on Roll Call Vote.

Respectfully submitted,

Cynthia L.Keller  
Deputy Clerk, RMC