

KINGWOOD TOWNSHIP COMMITTEE

Regular Meeting Agenda

March 1, 2018 – 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 11, 2018 and by telefaxing a copy of the notice to the Express Times on January 4, 2018. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on January 4, 2018.

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

Public Comment – Privilege of the Floor

Affordable Housing Compliance:

Ordinance No. 19-05-2018 – An Ordinance to Amend Chapter 83, Article II of the Code Entitled “Affordable Housing Regulations” to Address the Requirements of the Fair Housing Act and the Uniform Housing Affordability Controls (UHAC) Regarding Compliance with the Township’s Affordable Housing Obligations – Introduction and Adoption on First Reading

Ordinance No. 19-06-2018 – An Ordinance Amending Chapter 132, Article VI Conditional Uses of the Code of the Township of Kingwood Establishing Affordable Accessory Apartments as a Conditional Use to Address a Portion of the Municipal Affordable Housing Obligations - Introduction and Adoption on First Reading

Ordinance No. 19-07-2018 – An Ordinance to Create the Position of Municipal Housing Liaison (MHL) by Amending Chapter 83 for the Purpose of Administering Kingwood Township’s Affordable Housing Program Pursuant to the Fair Housing Act and Kingwood Township’s Affordable Housing Obligations - Introduction and Adoption on First Reading

Ordinance No. 19-08-2018 – An Ordinance to Amend Chapter 132-40 Eastern Gateway Village Center Overlay (EGVCO) Zone Regulations - Introduction and Adoption on First Reading

Ordinance No. 19-09-2018 An Ordinance Amending the Development Fee Ordinance - Introduction and Adoption on First Reading

March 1, 2018 Township Committee Agenda Continued

Correspondence

- Letter of Request/Approval – Farmland Ride – First Recreational Bicycling Event – Sunday, June 10, 2018 – Map of 60 Mile Ride
- Letter from the Hunterdon Land Trust – Seeking Financial Support from Municipal Partners to Share Goal of Land Preservation in Hunterdon County
- Letter from the NJDEP – Old Stone Presbyterian Church Entered into the National Register of Historic Places on Jan 25, 2018
- Copy of Resolution from Glen Gardner – Supporting the Creation of a County Daytime Fire Department to Support our Volunteer Fire Companies
- Press Release from Statewide Insurance Fund – Township of Kingwood Receives a Safety and Loss Control Award for their Commitment to Safety
- Letter from Statewide Insurance Fund – Issuing Check for \$982.01 Fund Instituted Safety Grant Program to Support Programs that Enhance Safety

Resolution No. 2018 – 14 – Emergency Temporary Appropriation

Resolution No. 2018 – 15 - Reserve Budget Appropriations Transfer

Bills and Claims

Reports

- Emergency Management Coordinator
 - Photos of Damage at HBP
- Dog Licensing Agent Report of February 2018
- Animal Control Report of January 2018/Annual 2017 Monthly Report
- Court Report of January 2018
- Construction Department Reports – Fee/Permit Logs - January & February 2018
- NJSP Report of January 2018
- Township Engineer’s Report of February 2018
- Collector’s Reports of February 2018
- Zoning/General Code Enforcement Report of February 2018

Future Meetings and Activities

- March 10** - H.C. Hazardous Waste Clean-Up – Sat, 9:00am-noon
- March 31** - Annual Egg Hunt 2018 at Kingwood Park – 1:00pm
- April 2** - Deadline to file Petitions for Municipal/County for June Primary with Township Clerk by 4:00pm
- April 5** - Township Committee Regular Mtg. – 7:00pm
- April 11** - Deadline to file Form to Change Party Affiliation for June Primary
- April 14** - Recycling at Township Garage from 9:00am-12:00noon
- April 14** - Hunterdon County Electronic Collection Day – County Complex Rt. 12
- April 21** - Tree Recovery – Seedling Distribution Horseshoe Bend Park-South Entrance – Morton Bldg. 9:00am-3:00pm
- April 21** - Ident-A-Shred - Parking Lot Behind Historic County Court House 9-noon
- April 28-29** - Flea Market at Horseshoe Bend Park

March 1, 2018 Township Committee Agenda Continued

Ordinances

Ordinance No. 19-02-2018 An Ordinance Amending Chapter 34 “Recreation Commission and Parks and Recreation Committee,” Article I “Recreation Commission,” Section 5 “Rules and Regulations; Administration; Enforcement; Penalties for Offenses” to Allow for the Imposition of Restitution as a Penalty for Violation of the Rules and Regulations of the Park that Results in the Damage of Township Property – Public Hearing and Final Adoption

Letter of Recommendation from the Kingwood Township Planning Bd. to Township Committee with changes to Ordinance 19-03-2018.

Ordinance No. 19-03-2018 An Ordinance Amending Chapter 132 “Zoning,” Article IV “Supplemental Regulations,” Section 50 “Accessory Buildings, Uses and Structures” to Reduce the Setback Requirements for Sheds on Lots of 3 Acres or Less – Introduction and Adoption on First Reading

Ordinance No. 19-04-2018 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 – Introduction and Adoption on First Reading

Resolutions

- Resolution No. 2018 - 16** Professional Services Agreement
- Resolution No. 2018 - 17** Resolution Amending the Kingwood Township Employee Handbook and Personnel Policies and Procedures Manual
- Resolution No. 2018 - 18** Appointment of Zoning Officer
- Resolution No. 2018 - 19** Acceptance of Tax Collector’s 2017 Annual Report
- Resolution No. 2018 - 20** Authorizing Municipality to Apply for the 2017 Recycling Tonnage Grant
- Resolution No. 2018 – 21** Temporary Capital Budget
- Resolution No. 2018 – 22** Reserve for Preliminary Expense
- Resolution No. 2018 – 23** Authorize Execution of Contract with Teamsters Local Union 469
- Resolution No. 2018 – 24** Public Works Department Salaries for 2017 & 2018
- Resolution No. 2018 – 25** Statewide Insurance Fund Resolution Appointing Fund Commissioner

New Business

- Pest Control** – Quotes
- Water Testing** – Quotes
- Approve** - Raffle License 2018-02 50/50 Cash Raffle/Red Devils Main Booster Club –June 4th
- Appointment** - County Municipal Coordinator for the Office of Aging – Township Representative – David Hewitt
- Sustainable Kingwood Team – Mara Tippet
- Approve - Kingwood Twp. DWP - Teamsters Union Agreement
- Discuss Time Sheets
- Survey Quotations - Dalrymple Farm (Block 6, Lot 26.01) for the Farmland Preservation Program – **Resolution No. 2018- 26** Authorizing Professional Services to Perform a Survey on Block 6, Lot 26, and Lot 26.01
- White Grant Budget – NJ Historic Trust, Historic Preservations Planning Grant for “The Farm” 97 Horseshoe Bend Road Farm

March 1, 2018 Township Committee Agenda Continued

New Business Continued

Discuss Items for Annual Spring Mailing for Booklet

Old Business

PennEast Pipeline

Stormwater Management – Memo from Engineer, T. Decker / 6508 Tier B Permit Update

Discuss List of Questions for NJDEP Representative

Schedule Date to Meet With Rep. from NJDEP April 5th/May 3rd

Municipal Humane Law-Enforcement Officer

Accepting Credit Card Payments for Taxes – Review Companies

Tree Ordinance - Discussion

Minutes

February 1, 2018 – Regular Township Mtg.

February 1, 2018 - Executive Session

February 26, 2018 – Special Township Mtg.

Executive Session – Resolution No. 2018 - 27

Possible Zoning Violations –**Freeddenfeld/Mikes Bl 51 L 46**

Terraglia Bl 8 L 19.03

Litigation - **PennEast Condemnation**

Possible Litigation - **DRT Inc. - Block 50, Lot 9**

Return to Regular Session

February 1, 2018 Executive Session Minutes

Resolution No. 2018 – 23 Authorizing Execution of Contract with Teamsters Local Union 469

Approval – Agreement between Township of Kingwood and Local Union No. 469

Resolution No. 2018 – 24 Public Works Department Salaries for 2017 & 2018

Motion to Approve the Execution of the Common Interest Agreement

Adjournment

PLEASE NOTE THIS AGENDA IS SUBJECT TO LAST MINUTE CHANGES

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March 1, 2018

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

Also present at the meeting were Deputy Mayor Ciacciarelli, Committeewoman Syrnick, Attorney Katrina Campbell, C.F.O. Diane Laudenschick, Deputy Clerk Michele Tipton Walters and Clerk Cynthia Keller. Mayor Dodds called the meeting to order and following the salute to the flag, read aloud the following:

NOTICE REQUIREMENTS

Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act by publication of the notice in the Hunterdon Democrat and Courier News on January 11, 2018 and by telefaxing a copy of the notice to the Express Times on January 4, 2018. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on January 4, 2018.

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.

Public Comment – Privilege of the Floor

Jenna Kimock, Flemington NJ, Came to talk to the Township regarding the Church Farm property on Horseshoe Bend Road, known as Horseshoe Bend East. She is present to help fund the grant proposal to the State Preservation office for the Farm and the Church property. She read aloud her letter to the Committee Members. She started off by telling them how she loves the farm and house and spent many days there when she was young with her family. Her mother got married there, as well as, her ashes spread there when she passed away. They spent many holidays and vacations at the farm, which were very peaceful where they were able to connect with themselves and family members. She expressed how upset they were when they found out the township bought the property, as they thought their days spent there were over. She noted reaching out to Mayor Dodds regarding the township's plans for the house. In order to get funds from the County, they need to first get a certificate of eligibility to preserve the building through the New Jersey Historic Preservation office.

She explained in order to expedite and facilitate this process, she has personally reached out and funded a historic consultant to do this. She learned that the preliminary analysis indicates that the property would meet New Jersey National Registers Eligibility Requirements, because of the association with William Lindsey White, who owned the property from 1939 – 1964 and was a significant figure in the area of journalism in the 1940's.

The New Jersey Historic Trust is offering Historic Preservation grants this year for site management projects with a 3-1 match and applications are due May 3, 2018. Jenna Kimlock is requesting that the township apply for a site management grant for the preparation of a historic preservation plan for the property and New Jersey National Registers Nominations for the same. This would enable the township to plan for the future use and rehabilitation of the property and position the township to secure future grant funds from both the County and State for necessary construction activities. Her hope is that the farm will be preserved so that people can continue to enjoy and to benefit of what it has to offer, and she will continue to do whatever she can to help support the preservation of it.

Jack MacConnell suggested that someone do a survey to make sure underneath the first floor is secure before anyone uses the building.

Mayor Dodds noted that Jenna Kimlock is working on getting funding to come up with a full survey of the house to see what architectural structure it may have or need.

Jamie Sackie from Edison NJ, sister of Jenna Kimock came forward to express how she also has spent a lot of time at the house. She explained as a service to the church she was a youth leader and noted the eagle scouts used the house and property for many projects. She feels that it is a great source for community small groups to gather.

The Township Committee thanked them both for attending and they feel it is a great idea.

Affordable Housing Compliance:

Attorney K. Campbell reviewed the following ordinance:

ORDINANCE

ORDINANCE No. 19-05-2018 – AN ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON AND STATE OF NEW JERSEY, AMENDING CHAPTER 83, ARTICLE II OF THE CODE ENTITLED “AFFORDABLE HOUSING REGULATIONS” TO ADDRESS THE REQUIREMENTS OF THE FAIR HOUSING ACT AND THE UNIFORM HOUSING AFFORDABILITY CONTROLS (UHAC) REGARDING COMPLIANCE WITH THE TOWNSHIP’S AFFORDABLE HOUSING OBLIGATIONS - Introduction and Adoption on First Reading

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

It was moved by Mr. Ciacciarelli, seconded by Miss Synchron and carried to adopt on first reading **ORDINANCE NO. 19-05-2018 – AN ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON AND STATE OF NEW JERSEY, AMENDING CHAPTER 83, ARTICLE II OF THE CODE ENTITLED “AFFORDABLE**

HOUSING REGULATIONS” TO ADDRESS THE REQUIREMENTS OF THE FAIR HOUSING ACT AND THE UNIFORM HOUSING AFFORDABILITY CONTROLS (UHAC) REGARDING COMPLIANCE WITH THE TOWNSHIP’S AFFORDABLE HOUSING OBLIGATIONS.

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

Consideration of final adoption at a public hearing is scheduled for Thursday, April 5, 2017 at a meeting beginning at 7:00 P.M. at the municipal building.

Attorney K. Campbell reviewed the following ordinance:

ORDINANCE

ORDINANCE NO. 19-06-2018 AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 132, AFFORDABLE HOUSING, ARTICLE III, ACCESSORY APARTMENTS, UPDATING THE PROVISIONS FOR ACCESSORY APARTMENTS IN ACCORDANCE WITH KINGWOOD TOWNSHIP’S THIRD ROUND AFFORDABLE HOUSING OBLIGATIONS -

Introduction and Adoption on First Reading

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

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to adopt on first reading **ORDINANCE NO. 19-06-2018 AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 132, AFFORDABLE HOUSING, ARTICLE III, ACCESSORY APARTMENTS, UPDATING THE PROVISIONS FOR ACCESSORY APARTMENTS IN ACCORDANCE WITH KINGWOOD TOWNSHIP’S THIRD ROUND AFFORDABLE HOUSING OBLIGATIONS.**

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

Consideration of final adoption at a public hearing is scheduled for Thursday, April 5, 2018 at a meeting beginning at 7:00 P.M. at the municipal building.

Attorney K. Campbell reviewed the following ordinance:

ORDINANCE

ORDINANCE NO. 19-07-2018 AN ORDINANCE TO CREATE THE POSITION OF MUNICIPAL HOUSING LIAISON (MHL) BY AMENDING CHAPTER 83 FOR THE PURPOSE OF ADMINISTERING KINGWOOD TOWNSHIP’S AFFORABLE HOUSING PROGRAM

PURSUANT TO THE FAIR HOUSING ACT AND KINGWOOD TOWNSHIP’S AFFORDABLE HOUSING OBLIGATIONS - Introduction and Adoption on First Reading

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

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to adopt on first reading **ORDINANCE NO. 19-06-2018 AN ORDINANCE TO CREATE THE POSITION OF MUNICIPAL HOUSING LIAISON (MHL) BY AMENDING CHAPTER 83 FOR THE PURPOSE OF ADMINISTERING KINGWOOD TOWNSHIP’S AFFORDABLE HOUSING PROGRAM PURSUANT TO THE FAIR HOUSING ACT AND KINGWOOD TOWNSHIP’S AFFORDABLE HOUSING OBLIGATIONS.**

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

Consideration of final adoption at a public hearing is scheduled for Thursday, April 5, 2018 at a meeting beginning at 7:00 P.M. at the municipal building.

There was a brief discussion on the details in the ordinance. Attorney K. Campbell answered questions from the Committee Members.

Attorney K. Campbell reviewed the following ordinance. She noted this ordinance has the most changes regarding zoning.

ORDINANCE

AN ORDINANCE ESTABLISHING INCLUSIONARY AFFORDABLE HOUSING ZONES IN THE EASTERN GATEWAY VILLAGE OVERLAY ZONE (EGVCO) IN THE MIXED USE CORE SUBDISTRICT AND THE COMMERCIAL AND ARTISAN SUBDISTRICT BY AMENDING CHAPTER 132, ZONING, ARTICLE II ESTABLISHMENT OF DISTRICTS; MAPS; BOUNDARIES AND ARTICLE III DISTRICT REGULATIONS TO ADDRESS KINGWOOD TOWNSHIP’S THIRD ROUND AFFORDABLE HOUSING OBLIGATIONS - Introduction and Adoption on First Reading

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

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to adopt on first reading **AN ORDINANCE ESTABLISHING INCLUSIONARY AFFORDABLE HOUSING ZONES IN THE EASTERN GATEWAY VILLAGE OVERLAY ZONE (EGVCO) IN THE MIXED USE CORE SUBDISTRICT AND THE COMMERCIAL AND ARTISAN SUBDISTRICT BY AMENDING CHAPTER 132, ZONING, ARTICLE II ESTABLISHMENT OF DISTRICTS; MAPS; BOUNDARIES AND ARTICLE III DISTRICT REGULATIONS TO ADDRESS KINGWOOD TOWNSHIP’S THIRD ROUND AFFORDABLE HOUSING OBLIGATIONS.**

The map of the EGCVO AH Overlay Zone was reviewed over the projector.

Roll Call Vote:	YE	- Ciacciarelli, Syrnick, Dodds
	NAY	- None
	ABSTAIN	- None
	ABSENT	- None

Consideration of final adoption at a public hearing is scheduled for Thursday, April 5, 2018 at a meeting beginning at 7:00 P.M. at the municipal building.

Attorney K. Campbell reviewed the following ordinance:

ORDINANCE

ORDINANCE NO. 19-09-2018 AN ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY TO AMEND AND SUPPLEMENT CHAPTER 132 ZONING, ARTICLE I, GENERAL PROVISIONS, SECTION 132-13 “DEVELOPMENT FEES” THAT PROVIDES FOR THE COLLECTION OF DEVELOPMENT FEES IN SUPPORT OF AFFORDABLE HOUSING AS PERMITTED BY THE NEW JERSEY FAIR HOUSING ACT - Introduction and Adoption on First Reading

Attorney K. Campbell reviewed this ordinance, which is an update on the fee ordinance.

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

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to adopt on first reading **ORDINANCE NO. 19-09-2018 AN ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY TO AMEND AND SUPPLEMENT CHAPTER 132 ZONING, ARTICLE I, GENERAL PROVISIONS, SECTION 132-13 “DEVELOPMENT FEES” THAT PROVIDES FOR THE COLLECTION OF DEVELOPMENT FEES IN SUPPORT OF AFFORDABLE HOUSING AS PERMITTED BY THE NEW JERSEY FAIR HOUSING ACT.**

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

Consideration of final adoption at a public hearing is scheduled for Thursday, April 5, 2018 at a meeting beginning at 7:00 P.M. at the municipal building.

Attorney K. Campbell noted several of the ordinances will go to the planning board for review.

CORRESPONDENCE

Letter of Request/Approval – Farmland Ride – First Recreational Bicycling Event – Sunday, June 10, 2018 – Map of 60 Mile Ride

Mayor Dodds reviewed.

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to approve the request from the Flemington Jewish Community Center who is sponsoring a Farmland Ride Recreational Bicycling event on Sunday, June 10, 2018 through Kingwood Township, as long as, the New Jersey State Police are contacted and made aware of the event, and adequate liability insurance is received by the organization.

Roll Call Vote:	AYE	- Ciacciarelli, Syrnick, Dodd
	NAY	- None
	ABSTAIN	- None
	ABSENT	- None

Mayor Dodds recused himself from the meeting at this time of 7:25PM

Letter from the Hunterdon Land Trust – Seeking Financial Support from Municipal Partners to Share Goal of Land Preservation in Hunterdon County

Committeewoman Syrnick reviewed the letter from the Hunterdon Land Trust.

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to approve a contribution of \$500.00 to the Hunterdon Land Trust towards financial support to share goal of land preservation in Hunterdon County.

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

Mayor Dodds returned to the meeting at this time of 7:27PM

Letter from the NJDEP – Old Stone Presbyterian Church Entered into the National Register of Historic Places on Jan 25, 2018

Mayor Dodds reviewed the letter regarding the Old Stone Presbyterian Church located at the corner of Oak Summit Road and County Rt. 519. The letter noted that the church was entered into the New Jersey Register of Historic Places on December 6, 2017 and the National Register of Historic Places on January 25, 2018. This is the official list of New Jersey properties worthy off preservation. They thanked the township for their efforts to sustain historic properties in New Jersey.

Copy of Resolution from Glen Gardner – Supporting the Creation of a County Daytime Fire Department to Support our Volunteer Fire Companies

Mayor Dodds reviewed the resolution from Glen Gardner, which supports the creation of a County daytime fire department to support the volunteer fire companies.

Emergency Management Coordinator, Jack MacConnell reviewed what the resolution supports, which explains how volunteer fire companies do not have the volunteers available to cover during the daytime hours in the municipalities. They are requesting that township’s support a new plan to create a County daytime fire department. Mayor Dodds requested EMC, Jack MacConnell look into this further for next month’s meeting.

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Press Release from Statewide Insurance Fund – Township of Kingwood Receives a Safety and Loss Control Award for their Commitment to Safety

Mayor Dodds reviewed the letter.

Letter from Statewide Insurance Fund – Issuing Check for \$982.01 Fund Instituted Safety Grant Program to Support Programs that Enhance Safety

Mayor Dodds reviewed the letter.

Resolution No. 2018 – 14 – Emergency Temporary Appropriation

C.F.O. Diane Laudenbach explained the following resolution:

The following Resolution was introduced:

RESOLUTION

RESOLUTION NO. 2018 – 14

TEMPORARY EMERGENCY RESOLUTION

WHEREAS, an emergent condition has arisen in that the Township is expected to enter in contracts, commitments or payments prior to the 2018 budget and no adequate provision has been made in the 2018 temporary budget for the aforesaid purposes, and

WHEREAS, N.J.S. 40A:4-20 provides for the creation of an emergency temporary appropriation for said purpose, and

WHEREAS, the total emergent temporary appropriation resolutions adopted in the year 2018 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) including this resolution total \$6,000.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, in the County of Hunterdon, State of New Jersey, (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20:

Emergency temporary appropriations be and the same are hereby made in the amount of \$6,000.00 as follows:

SNOW REMOVAL – Other Expense	\$ 5,000.00
PARKS AND RECREATION – Salary & Wage	\$ 1,000.00

Said emergency temporary appropriations will be provided for in the 2018 budget.

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

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

Roll Call Vote:

AYE	- Ciacciarelli, Syrnick, Dodds
NAY	- None
ABSTAIN	- None
ABSENT	- None

Resolution No. 2018 – 15 - Reserve Budget Appropriations Transfer

The following Resolution was introduced:

RESOLUTION NO. 2018 – 15

2017 RESERVE BUDGET APPROPRIATION TRANSFERS

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 make the following transfers within the 2017 Reserve Budget Appropriations:

FROM ACCOUNT	TO ACCOUNT	AMOUNT
Electricity	Fair Share Housing Plan – Other Expenses	\$1,000.00

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

Roll Call Vote:

AYE	- Ciacciarelli, Syrnick, Dodds
NAY	- None
ABSTAIN	- None
ABSENT	- None

BILLS AND CLAIMS

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to approve and pay all bills and claims in the amount of **\$1,256,142.62** that are in order and attached as Bill List for March, 2018.

Roll Call Vote:

AYE	- Ciacciarelli, Syrnick, Dodds
NAY	- None
ABSTAIN	- None
ABSENT	- None

Deputy Mayor Ciacciarelli requested that Committee Liaison's Reports be listed on the Township Committee future agendas.

Deputy Mayor Ciacciarelli discussed possibly researching to archive paper files. There was a suggestion for scanning documents. Deputy Mayor Ciacciarelli would like the township to look into an archive system. Mayor Dodds requested C.F.O. Diane Laudenbach to look into this further for next month.

Deputy Mayor Ciacciarelli, DPW Liaison noted speaking to the Department of Public Works Supervisor regarding tree cutters who are working for JCP&L who would like to park their trucks down at the Kingwood Park. They offered to put their own lock on the gate to the entrance of the lower end of the parking area to keep their trucks safe. Mayor Dodds will be looking into this further.

Mayor Dodds mentioned the amount of trash, which was left the prior year they used the parking lot area to park. Mayor Dodds noted it must be enforced that their trash must be taken home with them and not to fill the trash cans that are on park grounds. He suggested that the secretary of Parks and Recreation notify the Park Directors to take pictures before and after they come.

Maureen Syrnick noted that the public is concerned about the trees being cut with the PennEast Pipeline coming in.

Mayor Dodds requested that a statement be put on the website informing the public that JCP&L will be hiring a company to cut trees away from the powerlines. C.F.O. Diane Laudenbach noted this is already on the website.

REPORTS

Emergency Management Coordinator - Photos of Damage on Township Property

EMC, Jack MacConnell reported speaking to a representative from the tree trimming company who is working for JCP&L. Jack MacConnell requested the deep ruts at the Church property (Horseshoe Bend East) be repaired from the damage, which was caused by driving their trucks on the soft grounds. He reported that he has been checking Copper Creek and the Locketong Creek for saturation in the ground due to flooding regarding Union Road, Thatcher Road and Lower Oak Grove Road.

Jack MacConnell received a call from DPW employee Michael Ewing regarding a few roads that needed to be barricaded due to wires down. He noted that there could be a problem of water flooding Byram Colony along the river and that they may have to evacuate. He noted other than that there are no other problems.

Dog Licensing Agent Report of February 2018

The Township Committee reviewed the report from the Dog License Agent. There was a discussion regarding feral cats. Mayor Dodds asked Attorney K. Campbell to look into what is required for the township to be responsible for feral cats. Attorney K. Campbell will look into this further for next month.

Animal Control Report of January 2018/Annual 2017 Monthly Report

Court Report of January 2018

Construction Department Reports – Fee/Permit Logs - January & February 2018

NJSP Report of January 2018

The Township Committee reviewed the amount of accidents caused by deer.

Township Engineer's Report of February 2018

Mayor Dodds noted that the township did not receive a DOT grant for State funding for Ridge Road. Engineer, Thomas Decker will be stopping by later in the meeting to explain his memo regarding Stormwater Management Plan.

Collector's Reports of February 2018
Zoning/General Code Enforcement Report of February 2018

FUTURE MEETINGS AND ACTIVITIES

Mayor Dodds reviewed as per the agenda.

ORDINANCES

ORDINANCE NO. 19-02-2018 AN ORDINANCE AMENDING CHAPTER 34 "RECREATION COMMISSION AND PARKS AND RECREATION COMMITTEE," ARTICLE I "RECREATION COMMISSION," SECTION 5 "RULES AND REGULATIONS; ADMINISTRATION; ENFORCEMENT PENALTIES TO ALLOW FOR THE IMPOSITION OF RESTITUTION AS A PENALTY FOR VIOLATION OF THE RULES AND REGULATIONS OF THE PARK THAT RESULTS IN THE DAMAGE OF TOWNSHIP PROPERTY - VOL. 19, PG. 19-02-2018 - Public Hearing and Final Adoption

Mayor Dodds 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 1st day of February 2018. The Ordinance was published in the Hunterdon County Democrat on February 8, 2018 and has been posted in the Kingwood Township Municipal Building on February 2, 2018. Copies of the Ordinance have been available for inspection by the public since February 2, 2018.

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

Public Comments: No public comments

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

ORDINANCE NO. 19 – 02 – 2018

ORDINANCE AMENDING CHAPTER 34 "RECREATION COMMISSION AND PARKS AND RECREATION COMMITTEE," ARTICLE I "RECREATION COMMISSION," SECTION 5 "RULES AND REGULATIONS; ADMINISTRATION; ENFORCEMENT; PENALTIES FOR OFFENSES" TO ALLOW FOR THE IMPOSITION OF RESTITUTION AS A PENALTY FOR VIOLATION OF THE RULES AND REGULATIONS OF THE PARK THAT RESULTS IN THE DAMAGE OF TOWNSHIP PROPERTY

WHEREAS, the Township Committee wishes to amend Section 34-5 of the Ordinance to allow for the imposition of restitution as a penalty for violations of the Rules and Regulations of the Park results in the damage of Township property.

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:

C. The General Code Enforcement Officer of Kingwood Township and/or the New Jersey State Police and/or such other person(s) designated by the Township Committee shall have the authority to enforce such rules and regulations governing township recreational facilities. Any person violating any of the rules and regulations so enacted shall be liable for a fine of not more than \$100, the imposition of restitution for damage to Township property and/or a term of community service not exceeding 15 days.

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. Ciacciarelli, seconded by Miss Syrnick and carried to adopt the foregoing Ordinance.

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

Letter of Recommendation from the Kingwood Township Planning Bd. to Township Committee with changes to Ordinance No. 19-03-2018

Mayor Dodds reviewed the recommendations to Ordinance No. 19-03-2018 from the Planning Board regarding the following ordinance:

ORDINANCE

ORDINANCE NO. 19-03-2018 AN ORDINANCE AMENDING CHAPTER 132 “ZONING,” ARTICLE IV “SUPPLEMENTAL REGULATIONS,” SECTION 50 “ACCESSARY BUILDINGS, USES AND STRUCTURES” TO REDUCE THE SETBACK REQUIREMENTS FOR SHED ON 3 ACRES OR LESS – Introduction and Adoption on First Reading

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

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to adopt on first reading **ORDINANCE NO. 19-03-2018 AN ORDINANCE AMENDING CHAPTER 132 “ZONING,” ARTICLE IV “SUPPLEMENTAL REGULATIONS,” SECTION 50 “ACCESSARY BUILDINGS, USES AND STRUCTURES” TO REDUCE THE SETBACK REQUIREMENTS FOR SHED ON 3 ACRES OR LESS.**

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

Consideration of final adoption at a public hearing is scheduled for Thursday, April 5, 2018 at a meeting beginning at 7:00 P.M. at the municipal building.

ORDINANCE

ORDINANCE NO. 19-04-2018 AN ORDINANCE FIXING THE SALARIES AND COMPENSATION OF THE VARIOUS OFFICERS AND EMPLOYEES OF THE TOWNSHIP O KINGWOOD IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY–

Introduction and Adoption on First Reading

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

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to adopt on first reading **ORDINANCE NO. 19-04-2018 AN ORDINANCE FIXING THE SALARIES AND COMPENSATION OF THE VARIOUS OFFICERS AND EMPLOYEES OF THE TOWNSHIP O KINGWOOD IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY.**

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

Consideration of final adoption at a public hearing is scheduled for Thursday, April 5, 2018 at a meeting beginning at 7:00 P.M. at the municipal building.

RESOLUTIONS

Resolution No. 2018 - 16 Professional Services Agreement

The following Resolution was introduce:

RESOLUTION NO. 2018 – 16

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 in 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:

William M. Colantano Bedard Kurowicki & Co. 114 Broad Street Flemington, NJ 08822	Township Auditor	One Year
Appropriation of \$5,000.00	Temporary Budget – Auditing – OE	
Andrea L. Kahn McManimon, Scotland & Baumann, LLC 75 Livingston Avenue Roseland, New Jersey	Bond Counsel	One Year
Appropriation of \$2,000.00	Temporary Budget – Financial Adm. – OE	
Harris Surveying, Inc. Professional Land Surveyors 26 Main Street Robbinsville, NJ 08691	Surveyor	Survey for Farmland Preservation Easement Acq.
Appropriation of \$6,800.00	Temporary Budget – Open Space Trust – OE	
Carl Taylor III 51 Church Street Flemington, NJ 08822	Court Prosecutor	One Year
Appropriation of \$12,258.00	Temporary Budget - Prosecutor – OE	

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Vincent Uhl, PG, PH Hydrogeologist One Year
UHL & Associates, Inc.
Groundwater Resource Consultants
278 N. Union St.; Suite 106
Lambertville, NJ 08530

Appropriation of \$3,000.00 Temporary Budget – Bd. of Health Trust– OE

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

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

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

RESOLUTION

The following Resolution was introduced:

Resolution No. 2018 - 17 Resolution Amending the Kingwood Township Employee Handbook and Personnel Policies and Procedures Manual

RESOLUTION NO. 2018 – 17

A RESOLUTION AMENDING THE KINGWOOD TOWNSHIP EMPLOYEE HANDBOOK

WHEREAS, the Township of Kingwood has reviewed the current Township Employee Handbook and Personnel Policies and Procedures; and

WHEREAS, the Township Committee desires to amend the Employee Handbook and Personnel Policies and Procedures Manual by amending the Education Guidelines; and

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Kingwood, County of Hunterdon, that the Kingwood Township Employee Handbook and Personnel Policies and Procedures Manual is amended as follows:

Education Guidelines:

The Township of Kingwood realizes the value of education for its employees. When required classes fall on a non-workday, the employee shall be permitted to take the time for the class, on an hour by hour basis not including travel time, during the work week. The scheduling of the time during the work week will be on the approval of the department supervisor. If no supervisor for that department exists, approval will be required by the Mayor.

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

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

RESOLUTION

The following Resolution was introduced:

Resolution No. 2018 - 18 Appointment of Zoning Officer

RESOLUTION NO. 2018 – 18

ZONING OFFICER/GENERAL CODE ENFORCEMENT OFFICER

WHEREAS, the Township Committee was in need of a new Zoning Officer/General Code Enforcement Official as per State regulations; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that Gregory Bonin is appointed to a one year term as Zoning Officer/General Code Enforcement Official effective February 13, 2018 to December 31, 2018.

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

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

RESOLUTION

The following Resolution was introduced:

Resolution No. 2018 - 19 Acceptance of Tax Collector’s 2017 Annual Report

Resolution No. 2018 - 19

Acceptance of Tax Collector’s 2017 Annual Report

WHEREAS, N.J.S.A.54:4-91 requires that the Tax Collector shall submit an annual statement of receipts to the governing body.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Kingwood that the following Collector’s Annual Report of Receipts for the Year Ending December 31, 2017, be hereby acknowledged and accepted as submitted.

TAX COLLECTION OFFICE

FOR THE YEAR ENDING DECEMBER 31, 2017

2017

Interest	\$67,922.91
2018 Taxes Prepaid	\$508,539.28
2017 Taxes	\$12,795,787.37
2016 Taxes	\$329,246.58
2014/2015 Taxes	\$3,039.25
OverPayments	\$4,199.27
Municipal Lien Redeemed	\$2,115.14
Duplicate Bills/Copies	\$450.00
Outside Liens Redeemed	\$86,158.28
Total	\$13,797,458.08

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

Roll Call Vote:

AYE	- Ciacciarelli, Synchron, Dodds
NAY	- None
ABSTAIN	- None
ABSENT	- None

RESOLUTION

The following Resolution was introduced:

Resolution No. 2018 - 20 Authorizing Municipality to Apply for the 2017 Recycling Tonnage Grant

RESOLUTION NO. 2018 - 20

RECYCLING TONNAGE GRANT

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

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

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

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

WHEREAS, a resolution authorizing this municipality to apply for the 2017 Recycling Tonnage Grant will memorialize the commitment of this municipality to recycling and indicate the assent of the Kingwood Township Committee to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

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

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

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

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

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

RESOLUTION

The following Resolution was introduced:

Resolution No. 2018 – 21 Temporary Capital Budget

C.F.O D. Laudenbach reviewed

RESOLUTION NO. 2018 – 21

TEMPORARY CAPITAL BUDGET

WHEREAS, the Township of Kingwood desires to constitute the 2018 Temporary Capital Budget of said municipality by inserting preliminary expenses.

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

Section 1. The 2018 Temporary Capital Budget of the Township of Kingwood is hereby constituted by the adoption of a schedule to read as follows:

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

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Projects Scheduled for 2018

Method of Financing

Project	Estimated Costs	Financing
Feasibility Study on the Construction of a New Municipal Building	\$ 50,000.00	Capital Improvement Fund

Section 2. The Clerk be and is authorized and directed to file a certified copy of this resolution with the Division of Local Government Services within three (3) days after the adoption of these projects for the 2018 Temporary Capital Budget, to be included in the 2018 Permanent Capital Budget as adopted.

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

Roll Call Vote:

AYE	- Ciacciarelli, Syrnick, Dodds
NAY	- None
ABSTAIN	- None
ABSENT	- None

RESOLUTION

The following Resolution was introduced:

Mayor Dodds reviewed reasons for the resolution. He explained the township is looking into the cost to either renovate the current municipal building or to have a new Morton building constructed at 255 Union Road, where the Department of Public Works building is located. The Township Committee requested an advertisement be put in the League of Municipalities for a feasible study be done and a RFP to be sent out to those interested.

Resolution No. 2018 – 22 Reserve for Preliminary Expense

RESOLUTION NO. 2018 – 22

RESERVE FOR PRELIMINARY EXPENSES

WHEREAS, the Township Committee of the Township of Kingwood hereby acknowledges the requirement of preliminary costs to determine the scope and cost of a proposed undertaking; and

WHEREAS, the purpose of these preliminary costs is to contract for the expenditure of preparing a feasibility study for the construction of a new municipal building.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that the amount appropriated for preliminary costs shall not exceed \$50,000.00.

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

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

RESOLUTION

The following Resolution was introduced:

Resolution No. 2018 – 25 Statewide Insurance Fund Resolution Appointing Fund Commissioner

RESOLUTION NO. 2018 – 25

RESOLUTION APPOINTING FUND COMMISSIONER

WHEREAS, Kingwood Township (hereinafter “Local Unit”) is a member of the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Fund’s Bylaws require participating members to appoint a Fund Commissioner;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that Cynthia L. Keller is hereby appointed as the Fund Commissioner for the Local Unit for the year 2018; and

BE IT FURTHER RESOLVED that Richard Dodds is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the year 2018; and

BE IT FINALLY RESOLVED that the Local Unit’s Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

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

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

NEW BUSINESS

Pest Control – Quotes

The Township Committee reviewed the following quotes for pest control for 2018 to service the Kingwood Park, DPW Building, Kingwood Municipal Bldg., and Fairview School House.

Ehrlich -	\$2,080.00
Viking -	\$1,681.12
Terminix -	\$1,040.00

Deputy Clerk, Michele Tipton Walters was present and noted that Terminix was the lowest quote.

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to authorize to hire the lowest quote submitted by Terminix at a total cost of \$1,040.00 to service all of the listed locations for 2018.

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

Water Testing – Quotes

Deputy Clerk M. T. Walters reviewed the following quotes for water testing for Kingwood Park, Municipal Building and Horseshoe Bend Park for 2018:

Garden State Labs -	Total Annual Cost	\$1,170.00
New Jersey Analytical Labs -	Total Annual Cost	\$1,775.00
RAdata -	Total Annual Cost	\$2,465.00

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to hire Garden State Labs at a total cost of \$1,170.00 for annual water testing to service all of the listed locations for 2018.

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

Raffle License No. 2018-02 Red Devils Main Booster Club - 50/50 Off Premise Cash Raffle License to Conduct a Raffle on June 4th, 2018.

The Township Committee reviewed the application for a 50/50 Off Premise Cash Raffle from the Red Devils Main Booster Club.

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to approve application from the Red Devils Main Booster Club for a 50/50 Off Premise Cash Raffle License to Conduct a Raffle on June 4th, 2018.

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

Appointments

County Municipal Coordinator for the Office of Aging – Township Representative – David Hewitt

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to appoint David Hewitt as the County Municipal Coordinator for the Office on Aging Township’s Representative for 2018.

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

Sustainable Kingwood Team – Mara Tippet

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to appoint Mara Tippet, Member of the Environmental Commission as a member of the Sustainable Kingwood Team for 2018.

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

Discuss Time Sheets

C.F.O. Diane Laudenbach noted after reviewing the time sheets some are not accurate and salary employees spend as much time as they need to get the job completed. She feels for salary employees, time sheets are not needed.

Deputy Mayor Ciacciarelli feels that there is no need for time sheets for salary employees and reviewed the history of when time sheets began.

It was agreed to update the Employee Handbook and Procedures Manual by resolution at next month’s meeting.

Survey Quotations - Dalrymple Farm (Block 6, Lot 26.01) for the Farmland Preservation Program – Resolution No. 2018- 26 Authorizing Professional Services to Perform a Survey on Block 6, Lot 26, and Lot 26.01

Mayor Dodds reviewed the following quotations submitted for a property survey to be done at Block 6, Lot 26 and Lot 26.01.

Mayor Dodds noted that the Township has had experience in the past with a Surveyor, which cost the township more money. He explained they surveyed the Church property at Horseshoe Bend East and feels that the lowest quote submitted would not be the best choice, as it could cost the township more money in the long run. He noted speaking with Liz Schmid the township’s Openspace/CDAB Farmland Coordinator, who feels that Harris Surveying Inc. would be the best choice.

Stires Associates, P.A. 43 W. High Street Somerville, NJ 08876	\$5,000.00
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Harris Surveying Inc. 26 Main Street Robbinsville, NJ 08691	\$6,800.00
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Bohren & Bohren Inc. \$7,640.00
Liberty Court, Suite 800
260 Highway 202-31
Flemington, NJ 08822

Newtonland Surveyor \$7,700.00
P.O. Box 1066
Flemington, NJ 08822

RESOLUTION

The following Resolution was introduced:

Resolution No. 2018- 26 Authorizing Professional Services to Perform a Survey on Block 6, Lot 26, and Lot 26.01

RESOLUTION NO. 2018 - 26

**AUTHORIZING PROFESSIONAL SERVICES TO PERFORM
A SURVEY ON BLOCK 6, LOT 26 and Lot 26.01**

WHEREAS, the Township of Kingwood issued a request for proposals (RFP) to perform a survey in connection with Block 6 L 26 & Lot 26.01 for the Farmland Preservation Easement Acquisition (SADC) 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 Harris Surveying, Inc. 26 Main Street, Robinsville, NJ 08691 is accepted to perform a survey for the Township of Kingwood regarding Bl 6 L 26 & 26.01, in the amount of **\$6,800.00**.
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. Ciacciarelli, seconded by Miss Syrnick and carried to adopt the foregoing Resolution.

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

White Grant Budget – NJ Historic Trust, Historic Preservations Planning Grant for “The Farm” 97 Horseshoe Bend Road Farm

Mayor Dodds reviewed work that has been done by Dennis Bertland Associates, Historic Preservation Consultants from Stockton NJ. Mayor Dodds invited Historian Sal DeSapio and his wife down to the White house at the Farm. They both had good things to say about Dennis Bertland Associates. Mayor Dodds explained that Dennis Bertland Associates would proceed with the Certificate of Eligibility and apply to the State Historic Preservation office for historic plans. He noted the township will need to set aside \$3,850.00 amount to match if the township is awarded the grant. The amount would be \$1,500.00 for Dennis Bertland Associates, Historic Preservation Consultant to write the application for the grant. It was noted that this consultant was recommended by many representatives in the County.

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to award the project to Dennis Bertland Associates, Historic Preservation Consultant and to authorize him to apply for a Historic Preservations Planning Grant for the “Farm” at 97 Horseshoe Bend Road Farm in the amount of \$1,500.00.

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

Discuss Items for Annual Spring Mailing for Booklet

C.F.O. Diane Laudenbach noted there are two additional pages to be added in the Annual Spring Mailing booklet. She noted a few recommendations for the pages, which was an article regarding Emerald Ash Borer information. Mayor Dodds suggested to also add the New Jersey Tree Recovery Campaign free tree seedlings giveaway.

Old Business

Mayor Dodds met with the Counsel for NJDEP Parks and Forestry, the Manager of NJDEP Office of Leases, Parks Superintendent and the NJDEP Naturalist to Parks and Forestry to begin discussion of the renewal of the Horseshoe Bend Park Memorandum Agreement, and a new agreement including the Kugler Woods. He noted the parks feel that Kingwood did a great job with the hunting program in the past at Horseshoe Bend Park, and would like the same agreement and system used for the Kugler Woods. When the agreement is discussed the township can make the necessary changes.

Mayor Dodds noted there will be hunting on the Kugler Woods property this year. He noted this will bring in more venue for our parks.

Stormwater Management – Memo from Engineer, T. Decker / 6508 Tier B Permit Update

Engineer, Thomas Decker arrived at 8:30PM at the meeting to review the Stormwater Management Plan and his memo regarding R10-Tier B Municipal Stormwater General Permit Renewal update. He noted in December 2017 the NJDEP renewed the Stormwater Management Permit for the township.

Since 2004 the Stormwater Regulations came in and the township now produces a manual report to the NJDEP for compliance with Stormwater Management designs which includes educational points. Since December of 2017, there are new regulations, which now require new tasks for the township. He noted there is no funding available from the State. The township must work on obtaining points in order to renew the permit each year.

He explained the local public education and outreach points, which are things you can earn points for from the past. He noted every year in May he submits a report explaining how that the township has obtained a certain amount of points. He note that the town can obtain points by posting items on the website, utilizing the NJDEP, handing out brochures to the public and projects with organizations such as the NJ Water Authority as the township has done this in the past.

Engineer, T. Decker explained that previously we needed to obtain 10 points, which has been no problem. He noted the State has expanded that to 12 points. In addition to the 12 points, they have increased the opportunities to obtain points, but from different categories. He reviewed the following categories:

- 1). General public outreach, which is the website newsletters.
- 2). Targeted audience outreach, which would be training of some sort.
- 3). School and youth educational activities
- 4). Watershed regional collaboration
- 5). Community involvement activities

He noted we need to take three of these categories and earn points. There is no minimum of categories. He explained in taking a look at what has happened in years past, the 2017 report is for activities from 2016. He has not received the activities from 2017 as of yet. Points from 2017 annual report the township had 13 points and today's standards those 13 points qualify for 7 points. The NJDEP literature is now combined with putting it on the website.

He noted you do not receive points for your website and literature. He reviewed several ways to obtain points. He noted that the township will receive two additional points annually, because he attended a program as the Stormwater Coordinator. You can pick up additional points by taking educational courses for board members for Planning Bd., Board of Adjustment and Governing Bodies. This is for anyone who is involved in reviewing and approval of projects that involve Stormwater Management.

He noted we can earn a half a point for each person who takes the education up to six points. This is an online program that members can log on at home and review the 45 minute video. Another option is to have the video available for board members at one of their meetings.

Board Members that do not attend the meeting can review the video from home. He feels that this would be good for the board members to be educated when reviewing applications. He noted this would bring the township up to their 12 points. Kingwood Township is a Tier B Municipality, which means we have less requirements than a Tier A, because we are more rural. The Environmental Commission needs to do the regional watershed collaboration, by giving out the information to the public.

Engineer T. Decker reviewed new regulations on Stormwater Management Basins, which the township will need to put the plan in place for the following year. The township needs to identify Stormwater Management facilities in the township, also noting who owns the basins and who is maintaining them. These individuals will need to report to the township by confirming they have maintained them. C.F.O. D. Laudenbach noted the township does not own any of them.

Engineer T. Decker noted that in 2004 when the Stormwater Management Plan changed and every Stormwater Management facility that was approved since then was required to have a maintenance manual. He recommended these basins the township should focus on first. In addition there are data sheets that need to be developed for all the basins along with a checklist. He noted that for an existing basin it is different, which they will have to obtain data for the original drainage reports. He recommended speaking to DPW Supervisor, Mark Petro regarding the basins. He explained that electronic files will be put on the website and add to it as necessary to be available for the public. He feels that most of the work is research at this point. He recommended the township concentrate on educational points, which started January 1, 2018. As far as, the reporting, this goes in effect 12 months from January 1, 2018. He noted the permit is good for 5 years. He noted that if the township is deficient the NJDEP will issue a notification.

Engineer T. Decker noted there is a video provided by the NJDEP, which lasts approximately 45 minutes. Mayor Dodds suggested sending out a memo to schedule dates for the video to be reviewed to the Planning Board Members and Board of Adjustment Members.

GIS Version of the Tax Map-

Engineer Thomas Decker noted that he submitted an estimate to the Planning Board. He will send the estimate to C.F.O. Diane Laudenbach and then forwarded the Township Committee. He noted the tax maps were last updated in 2014 and that the township will need to get the updated info from the township's Tax Assessor.

PennEast Pipeline

Attorney K. Campbell gave an update on what the PennEast Pipeline is doing by serving the public with condonation actions. This will be discussed further in Executive Session.

Discuss List of Questions for NJDEP Representative
Schedule Date to Meet With Rep. from NJDEP April 5th/May 3rd

The Township Committee all agreed they may want to meet with a representative in the future, but not at this time.

Municipal Humane Law-Enforcement Officer

Deputy Mayor Ciacciarelli noted that nothing needs to be done for a year. The State Police will be the ones who need to assign someone as the Municipal Humane Law-Enforcement Officer. He stated the County Prosecutor’s office should come up with details that will be given to the New Jersey State Police for areas that are covered.

Accepting Credit Card Payments for Taxes – Review Companies

C.F.O. D. Laudensch explained how the system would work. She asked if the township would be interested in allowing the public to incur costs to pay taxes with credit cards. The Committee Members reviewed a quote sheet provided by C.F.O. D. Laudensch. After a brief discussion, the Township Committee decided they are not interested at this time. Mayor Dodds thanked D. Laudensch for looking into the process.

Tree Ordinance – Discussion

The Township Committee reviewed the sample ordinance provided by the attorney. Mayor Dodds asked questions regarding the ordinance for when the pipeline comes through.

Attorney K. Campbell suggested this be discussed in Executive Session.

Minutes

February 1, 2018 – Regular Township Mtg.

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to approve February 1, 2018 Regular Township Meeting Minutes.

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

February 1, 2018 - Executive Session

Committeewoman Syrnick noted she would like to discuss corrections to be made on the February 1, 2018 Executive Session Meeting Minutes.

Attorney K. Campbell noted these corrections will be discussed in Executive Session and the minutes will be approved with corrections when the Township Committee return to regular session.

February 26, 2018 – Special Township Mtg.

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to approve the February 26, 2018 Special Meeting Minutes.

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

EXECUTIVE SESSION - RESOLUTION NO. 2018 - 27

The following Resolution was introduced to enter into closed session at approximately 9:11P.M.:

RESOLUTION NO. 2018 -27

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:

Possible Zoning Violations - **Freeddenfeld/Mikes Bl 51 L 46**
Terraglia Bl 8 L 19.03
Litigation - **PennEast Condemnation**
Possible Litigation - **DRT Inc. - Block 50, Lot 9**
Contractual - **DPW Local Union Agreement**
Executive Session Meeting Minutes 2-01-2018

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. Ciacciarelli, seconded by Miss Synchron and carried to adopt the foregoing Resolution.

2018 – 81

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

Return to Regular Session

The Township Committee returned to Regular Session at 10:07P.M.

February 1, 2018 - Executive Session

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to approve the February 1, 2018 Executive Session Meeting Minutes with the corrections discussed in Executive Session.

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

RESOLUTION

Resolution No. 2018 – 23 Authorizing Execution of Contract with Teamsters Local Union 469

The following Resolution was introduced:

RESOLUTION NO. 2018 - 23

**RESOLUTION AUTHORIZING EXECUTION OF CONTRACT WITH
TEAMSTERS LOCAL UNION 469**

WHEREAS, the contract between the Township of Kingwood and Teamsters Local Union 469 (the “Union”) expired on December 31, 2016; and

WHEREAS, the Committee has negotiated with a representative of the Union and recommended approval of the Contract attached hereto as Schedule A; and

WHEREAS, the Committee has determined that it is in the best interests of the Township of Kingwood to approve such Contract; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood that the Contract attached hereto between the Township of Kingwood and Teamsters Local Union 469 is hereby approved and the Mayor is authorized to execute such Contract on behalf of the Township of Kingwood.

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

2018 – 82

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

Approval – Agreement Between Township of Kingwood and Local Union No. 469

It was move by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to approve Agreement between Township of Kingwood and Local Union No. 469 Affiliated with International Brotherhood of Teamsters, Chauffeurs, Warehousemen and Helpers of America effective January 1, 2017 to December 31, 2019, with the correction to remove \$40,000.

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

RESOLUTION

Resolution No. 2018 – 24 Public Works Department Salaries for 2017 & 2018

The following Resolution was introduced:

RESOLUTION NO. 2018 - 24

PUBLIC WORKS DEPARTMENT SALARIES FOR 2017 & 2018

WHEREAS, Ordinance Nos.19-07-2017 and 19-04-2018 contains the Salary Range for the Public Works Employees;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that the following per hour salaries are established for the year 2017 & 2018:

2017

Michael Ewing	\$ 34.16
Walter Cotier	\$ 36.59
Ryan Osborne	\$ 34.49
John Kertesz	\$ 34.16
John McNally	\$ 20.19
Seasonal Part-Time	\$ 21.00

2018

Michael Ewing	\$ 34.93
Walter Cotier	\$ 37.41
John Kertesz	\$ 34.93
John McNally	\$ 20.64
Seasonal Part-Time	\$ 21.00

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

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

Motion to Authorize Execution of the Common Interest Agreement

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to authorize the execute the Common Interest Agreement, which allows Kingwood Township to participate in meetings with NJDEP on legal issues regarding with the PennEast Pipeline.

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

Adjournment

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to adjourn the meeting at 11:03P.M. **All Voted Aye on Roll Call Vote.**

Respectfully submitted,

Cynthia L. Keller, RMC
Township Clerk