

KINGWOOD TOWNSHIP COMMITTEE

Regular Meeting Agenda

September 6, 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

Correspondence

Spotted Lanternfly – Alert from NJ Department of Agriculture

Public Comment – Privilege of the Floor

Bills and Claims

Reports

Emergency Management Coordinator – July 2018
Budget Status Report of September 2018
Court Report of July 2018
Construction Department Reports – Fee/Permit Logs of August 2018
Engineer's Report of August 2018
Monthly Time Logs – August 2018 - Secretary of Board/Committees
NJ State Police - Kingwood Station – Report for July 2018
Tax Collector Report for August 2018
Zoning Official Report for August 2018
Hunterdon Fall Festival Flyer – Sat, October 13, 2018
Township Committee Liaison Monthly Reports

Future Meetings and Activities

September 3 - Municipal Bldg. Closed for Holiday - Labor Day
September 8 - 2nd Sat of Month Recycling Open 9:00am-12noon at 255 Union Rd DPW
September 8 - County Ident-a-Shred 9:00AM-12:00noon - Rt. 12 County Complex
September 15 - River Clean-Up- Kingwood Boat Launch/Bulls Island -8:30am-11:30am
to Volunteer and Register – stephanie.fox@dep.nj.gov

Regular Meeting Agenda – September 6, 2018 Continued

Future Meetings and Activities Continued

- September 22** - Electronic Collection – 314 Rt. 12 County Complex 9:00am-1:00pm
- September 29** - Hazardous Cleanup – 314 Rt. 12 County Complex 9:00am-1:00pm
- October 4** - Regular Township Committee Mtg. 7:00PM – Municipal Building
- October 6 & 7** - Kingwood Townwide Yard Sale - 8:00am – 4:00pm
- October 13** - Fall Festival at Horseshoe Bend Park 8:00AM-5:00PM

Ordinances

Ordinance No. 19-17-2018 An Ordinance Amending Chapter 96, Property Maintenance and Chapter 115, Stormwater Management of the Township – Public Hearing and Final Adoption

Ordinance No. 19-19-2018 Providing Regulations for the Storing and Utilization of Asphalt Millings – Introduction on First Reading

Resolutions

- Resolution No. 2018 -101** Solicitation of Charitable Contributions KT Rescue Squad
- Resolution No. 2018- 105** Tax Sale Redemption – Bl 24, Lot 1.01
- Resolution No. 2018 -106** Waiver to Serve Alcoholic Beverages At Horseshoe Bend Park Beer Garden/Hunterdon Fall Festival
- Resolution No. 2018–108** Approval of Ident-a-Shred Program Sponsored by Hunterdon County
- Resolution No. 2018–109** Waiver to Serve Alcoholic Beverages - Two Events at Kingwood Park/Italian Heritage Club
- Resolution No. 2018–110** Tax Refund – Block 36, Lot 18
- Resolution No. 2018 -111** Planning Incentive Grant Program List of Farms (Recommendation from Ag Committee)
- Resolution No. 2018 -112** Tax Sale Redemption- Block, 22, Lot 13.03
- Resolution No. 2018–113** Authorize Purchase - County Coop. Pricing - Snow & Ice Materials

New Business

2017 Audit:

Approve Corrective Action Plan

COAH

Review Amended 2018 Spending Plan – **Resolution No. 2018 -102** Adopting 2018 Spending Plan

Quotations - Case International Tractor Model 75C/Alamo Interstator Shoulder Mower/Alamo Rear Mount 88” Flail Mower

Resolution No. 2018 – 107 Notice of Intent/Authorizing Award of Contract Under A National Cooperative Purchasing Agreement

Greener Payroll

County Shared Records Storage Services Agreement – Off Site Storage for Permanent Records Close Municipal Offices/Cleanout Storage Area of DPW – Four Friday’s – Sept 28, Oct 5,19,26 Recommendation from Open Space/Ag Committees – To Reimburse Hunterdon Land Trust for Appraisals for Dalrymple Property Bl 6 Lot 26

Animal Control Solutions Contract - Ends December 31, 2018

Quotes/Proposed Contracts for Animal Control Services

Appointment to the Planning Board

Financial Assistant

Monthly Finance Reports

Regular Meeting Agenda – September 6, 2018 Continued

Old Business

- PennEast Pipeline
- Feasible Study for Renovations DPW
- DeRewel Site Parking- Update from Larry Granite, USEPA
- Consolidation of Courts – Shared Services Update
- Policy Issue

Minutes

- August 2, 2018 Regular Meeting
- August 2, 2018 Executive Session
- August 22, 2018 Special Work Session

Executive Session – Resolution No. 2018 - 114

- Zoning Violation** - Block 8, Lot 18 County Road 519
Delaware River Tubing
- Attorney Client Privilege** - Block 8 Lot 2, 457 Oak Grove Road
- Personnel** - DPW – Vacation Time/Supervisory Position
DPW - Position to Be Filled
Disciplinary Action Procedures
- Contractual** - Farm Leases for Melnyck and Ukarish

Return to Regular Session

- Executive Session Minutes
- DPW – Vacation Time

Draft Farm Lease Agreement

- Resolution No.** Authorizing Agricultural Lease of Block 19, Lots 5, and 5.01
- Resolution No.** Authorizing Agricultural Lease of Block 19, Lot 7 and Block 20, Lot 1

Adjournment

PLEASE NOTE THIS AGENDA IS SUBJECT TO LAST MINUTE CHANGES

September 6, 2018

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

Also present at the meeting were Deputy Mayor Thomas Ciacciarelli, Committeewoman Maureen Syrnick, Attorney Katrina Campbell, C.F.O./Tax Collector Diane Laudenbach, 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.

CORRESPONDENCE

Spotted Lanternfly – Alert from NJ Department of Agriculture

Mayor Dodds reviewed the correspondence alert from the NJ Department of Agriculture regarding the Spotted Lanternfly.

PUBLIC COMMENT – PRIVILEGE OF THE FLOOR

There were no public comments.

BILLS AND CLAIMS

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to approve and pay all bills and claims in the amount of \$1,739,007.66 that are in order and attached as Bill List for September, 2018.

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

REPORTS

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

Emergency Management Coordinator – July 2018

EMC, Jack MacConnell reported Union and Thatcher roads were shut down due to the rain and flooding the beginning of August for 10 hours. He would like to start marking the ash trees in Horseshoe Bend Park. He will be taking a State certified chainsaw class next week to be able to cut down ash trees throughout the State lands of the Park. He feels there is an issue with the bike race coming up and the forest fire course. Not sure which way hurricane “Florence” will be going as it approaches the east coast. Township purchased four helmets and backpacks to use to rescue those in need in the Horseshoe Bend Park. Township will be purchasing first aid equipment. A closet has been donated to the township to put the first aid equipment and materials inside. Bow season starts this Saturday, September 8th. Jack MacConnell will be patrolling the park during hunting season.

Committeewoman Syrnick suggested putting up a sign in the kiosk to alert the public that hunting season has begun.

- Budget Status Report of September 2018
- Court Report of July 2018
- Construction Department Reports – Fee/Permit Logs of August 2018
- Engineer’s Report of August 2018

Motion to request to transfer the tax maps into electronic format

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to approve to transfer the township tax maps to electronic format.

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

- Monthly Time Logs – August 2018 - Secretary of Board/Committees
- NJ State Police - Kingwood Station – Report for July 2018
- Tax Collector Report for August 2018
- Zoning Official Report for August 2018
- Hunterdon Fall Festival Flyer – Sat, October 13, 2018

Township Committee Liaison Monthly Reports

Mayor Dodds, Liaison for the Parks and Recreation Committee, explained the Kingwood United Methodist Church, who has hosted the Senior Dinner for many years was fortunate enough to have a member leave them something. They have offered to not only have the dinner for Kingwood Township Senior’s again, but not charging the Parks and Recreation for each senior’s meal. Mayor Dodds noted they also gave very generous donations to the local EMC Squads. He noted the November Roast Beef Dinner is a very delicious meal and not very expensive for the public. The Methodist Church will be donating all the proceeds from the dinner to organizations in need. A letter will be sent out by the township to invite everyone to the roast beef dinner in November.

Mayor Dodds reviewed a poster he received at the Hunterdon County Planning Board Mtg.

World Music Day 2018 scheduled to be on September 30, 2018 from noon to 6:00PM at Deer Path Park, in Flemington NJ. It will consist of music around the world. It is free admission and parking. This event is sponsored by the Hunterdon County Cultural and Heritage Commission and the Hunterdon County Planning Board. For more information go to www.hcworldmusicday.org

Mayor Dodds asked the Clerk to check the new Legislation regarding changes in the mail-in-ballots for New Jersey Elections.

Mayor Dodds reviewed the flyer for the Fall Festival to be held at the Horseshoe Bend Park on October 13th, 2018. He noted the Kingwood Boy Scouts will be working and parking cars on the north side of the park, and the Fire Department and Rescue Squad will be parking cars on the south side during the event.

Deputy Mayor Ciacciarelli, DPW Liaison and Municipal Office Liaison, noted a lock was put on the door entering the court room upstairs from the municipal offices for security reasons. A discussion regarding the Department of Public Works will be discussed in executive session.

Committeewoman Syrnick, Liaison for the Environmental Commission

Committeewoman Syrnick noted the Environmental Commission is doing fine and gave an update on what they discussed regarding MEL.

FUTURE MEETINGS AND ACTIVITIES

Mayor Dodds reviewed as per the agenda.

ORDINANCES

ORDINANCE NO. 19-17-2018 AMENDING CHAPTER 96, PROPERTY MAINTENANCE AND CHAPTER 115, STORMWATER MANAGEMENT OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON AND STATE OF NEW JERSEY- VOL. 19, PG. 19-17-2018 - Public Hearing and Final Adoption

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

This Ordinance was introduced on first reading at a meeting of the Kingwood Township Committee on the 2nd day of August 2018. The Ordinance was published in the Hunterdon County Democrat on August 9, 2018 and has been posted in the Kingwood Township Municipal Building on August 3rd, 2018. Copies of the Ordinance have been available for inspection by the public since August 3rd, 2018.

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

ORDINANCE NO. 19 -17- 2018

ORDINANCE AMENDING CHAPTER 96, PROPERTY MAINTENANCE AND CHAPTER 115, STORMWATER MANAGEMENT OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON AND STATE OF NEW JERSEY

WHEREAS, the State of New Jersey adopted revised Stormwater Management Rules for Tier B municipality, and

WHEREAS, the Township of Kingwood needs to amend their ordinances to be in compliance with the revised Stormwater Management Rules for Tier B municipalities.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Township Committee as follows:

Section 1. Chapter 96, Property Maintenance, Article I, Subsection 96-1, General Provisions is hereby amended by inserting the following subsection:

[B. To maintain all structural and non-structural Stormwater Facilities on site. “Stormwater management measures” means any and all stormwater management measures, as defined in N.J.A.C. 7:8 Stormwater Management, required to be installed in connection with a development application pursuant to the requirements of N.J.A.C. 7:8 and includes, without limitation, any structural or nonstructural strategy, practice, technology, process, program, or other method intended to control or reduce stormwater runoff and associated pollutants, or to induce or control the infiltration or groundwater recharge of stormwater or to eliminate illicit or illegal nonstormwater discharges into stormwater conveyances. The property owner of each property containing any stormwater management measure must submit an annual inspection report to the Kingwood Township Clerk due no later than June 30th of each year prepared by a Professional Engineer or New Jersey Certified Stormwater Inspector. NJDEP maintenance guidance documents, maintenance log and inspection record samples can be found at http://www.njstormwater.org/maintenance_guidance.htm. The inspection report must review all stormwater management measures on site. This includes but is not limited to all detention/retention systems, stormwater catch basins, porous pavement, drainage ditches/swales, and stormwater pipe systems. All parts of the premises must drain within 72 hours of the cessation of any storm.

All parts of the premises shall be graded, and where necessary, provided with run- off drains and other means to carry and dispose of surface water in such a manner as to eliminate any recurrent or excessive accumulations of stormwater on premises, without causing excessive accumulations of water on adjoining properties. The report must determine if the stormwater management measures are in good working order and/or deficiencies must be addressed as soon as possible or no later than October 1st of each year. Failure to comply will result in a Notice of Violation as per §96-5. For the first year, 2018, the inspection report must be submitted no later than September 30th and deficiencies must be addressed within 60 days.

Section 2. Chapter 115, Stormwater Management, Article 6, Subsection 115-6 (I)(3)(a) Submission Requirements, is hereby amended by the following:

(3) Submission requirements. The information in Subsection I(3)(a) through (h) below shall be provided:

- (a) Existing Site Conditions Base Map, including topography, soil data, streams, roads and current built environment. The reviewing engineer may require upstream tributary drainage system information as necessary. It is recommended that the topographic base map of the site be submitted which extends a minimum of 300 feet beyond the limits of the proposed development, at a scale appropriate to show site details, showing two-foot contour intervals.

Section 3. Chapter 115, Stormwater Management, Article 6, Subsection 115-6 (I)(3(f) Calculations, is hereby amended by the following:

(3) Submission requirements.

(f) Calculations.

- [2] When stormwater management control measures are proposed a soils report shall be submitted. The soils report shall be based on on-site boring logs or soil pit profiles. Soil testing must meet the requirements of the NJ Stormwater BMP Manual Appendix E. The number and location of required soil borings or soil pits shall be determined based on what is needed to determine the suitability and distribution of soils present at the location of the control measure. The municipality shall be notified of site investigation activities and given the opportunity to have a witness, either prior to approval or as a condition of approval, as appropriate for the specific type of measure.

Subsequent to approval of the major development, postconstruction bulk soil density and infiltration testing shall be required for all infiltration measures that were used as justification for meeting the recharge standard, to ensure that they were properly constructed.

Section 4. Chapter 115, Stormwater Management, Article 6, Subsection 115-6 (I)(3(h) Calculations is hereby amended by inserting by the following:

(h) Major Development Stormwater Summary. Attachment D of the Tier B MS4 NJPDES Permit No. NJ 0141861.

Section 5. – REPEALER: All ordinances or parts of ordinances or resolutions inconsistent or in opposition to the provisions of this Ordinance are hereby repealed in their entirety.

Section 6. – SEVERABILITY: Each section, subsection, sentence, clause and phrase of this article is declared to be an independent section, subsection, clause and phrase, and the finding or holding of any such portion of this article to be unconstitutional, void, or ineffective for any cause, or reason, shall not affect any other portion of this article.

Section 7. – EFFECTIVE DATE: This ordinance shall take effect as provided by 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

ORDINANCE

ORDINANCE NO. 19 -19- 2018 AN ORDINANCE PROVIDING REGULATIONS FOR THE STORING AND UTILIZATION OF ASPHALT MILLINGS IN THE TOWNSHIP OF KINGWOOD – Introduction 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 approve on first reading **ORDINANCE NO. 19 -19- 2018 AN ORDINANCE PROVIDING REGULATIONS FOR THE STORING AND UTILIZATION OF ASPHALT MILLINGS IN THE TOWNSHIP OF KINGWOOD.**

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, October 4, 2018 at a meeting beginning at 7:00 P.M. at the municipal building.

RESOLUTION

Resolution No. 2018 -101 Solicitation of Charitable Contributions KT Rescue Squad

The following Resolution was introduced:

RESOLUTION NO. 2018 - 101

**SOLICITATION OF CHARITABLE CONTRIBUTIONS
KINGWOOD TOWNSHIP VOLUNTEER FIRST AID & RESCUE SQUAD**

WHEREAS, the Township Committee of the Township of Kingwood requires any and all solicitations and coin tosses held in the Township to have a permit; and

WHEREAS, a copy of the applicant’s request to conduct a solicitation and coin toss has been received, reviewed and found in order; and

WHEREAS, all the regulations of the Township Ordinance have been met;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that approval is granted and a permit be issued to the Kingwood Township Volunteer Rescue Squad, PO Box 89, Baptistown, NJ 08803 to conduct a solicitation and coin toss on Saturday, September 8 and September 9, 2018.

BE IT FURTHER RESOLVED that the Township Clerk is authorized to endorse and issue this permit for the Kingwood Township Volunteer First Aid and Rescue Squad.

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

Resolution No. 2018- 105 Tax Sale Redemption – Bl 24, Lot 1.01

The following Resolution was introduced:

RESOLUTION NO. 2018 - 105

TAX SALE REDEMPTION

WHEREAS, the Tax Collector has received redemption monies in the amount of \$11,713.94 to redeem Tax Sale Certificate No. 18-004 on Block 24, Lot 1.01, and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey, that the Chief Financial Officer be authorized to issue a check in the amount of \$11,713.94 to US Bank Cust for PC7, First Trust Bank U.S. Bank TLSG, 50 S. 16th Street, Philadelphia, PA, 19102 for the redemption of Tax Sale Certificate No. 18-004.

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

Resolution No. 2018 -106 Waiver to Serve Alcoholic Beverages At Horseshoe Bend Park Beer Garden/Hunterdon Fall Festival

The following Resolution was introduced:

RESOLUTION NO. 2018 – 106

BEER GARDEN

WHEREAS, Pure Energy Velo A501c-3 Non-Profit Charitable Organization from 99 South Main Street, Lambertville NJ, 08530 has reserved the use of the Horseshoe Bend Park and Parking area at the Horseshoe Bend Park to utilize for a “Fall Festival” on Saturday, October 13, 2018; and

WHEREAS, Pure Energy Velo Organization has requested permission to have a beer garden at the Horseshoe Bend Park during the Fall Festival on October 13, 2018; and

WHEREAS, the Code of the Township of Kingwood, Chapter 94, Section 3-E Rules and Regulations, “No person shall possess, use or consume any alcoholic beverages on open space/park grounds; and

WHEREAS, Pure Energy Velo Organization has applied for a Social Affair Permit through the State of New Jersey Alcoholic Beverage Control to serve beer inside a “Beer Garden” on Saturday, October 13, 2018.

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 Pure Energy Velo Organization to provide alcoholic beverages during the Fall Festival on October 13, 2018, property located at 178 Horseshoe Bend Road, known as Block 14 Lot 30.01 in Kingwood Township, New Jersey, based on the following conditions and requirements being met by 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/\$3,000,000 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. 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

Resolution No. 2018-108 Approval of Ident-a-Shred Program Sponsored by Hunterdon County

The following Resolution was introduced:

RESOLUTION NO. 2018 – 108

WHEREAS, the County of Hunterdon has invited Kingwood Township to participate in an Ident-a-Shred event in our township; and

WHEREAS, the Township Committee previously expressed interest and wished to present it to the Township Environmental Commission; and

WHEREAS, Kingwood Township has been notified of the requirements for participation; and

WHEREAS, the County Clerk will present the plan for approval to the Board of Chosen Freeholders on September 14, 2018.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon, that approval is hereby given to participate in co-hosting an Ident-a-Shred event in Kingwood Township on April 27, 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

Resolution No. 2018-109 Waiver to Serve Alcoholic Beverages - Two Events at Kingwood Park/Italian Heritage Club

The following Resolution was introduced:

RESOLUTION NO. 2018 -109

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

WHEREAS, the Italian American Heritage Club of Hunterdon County has reserved the use of the pavilions and parking area at Kingwood Park, 200 Union Road to utilize for a “Family Picnic” on September 9th, 2018 (no rain date), and the Bocce Club “Italian American Heritage Club of Hunterdon County Bocce Tournament” on September 15, 2018, with a rain date of September 16, 2018; and

WHEREAS, the Italian American Heritage Club of Hunterdon County has requested permission to serve alcoholic beverages during the “Family Picnic” on September 9th, 2018 and the “Bocce tournament” on September 15, 2018, rain date of September 16th, 2018; and

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 Heritage Club of Hunterdon County to provide alcoholic beverages during the “Family Picnic” on September 9th, 2018, and the “Bocce tournament” on September 15, 2018, rain date of September 16th, 2018 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 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

Resolution No. 2018-110 Tax Refund – Block 36, Lot 18

The following Resolution was introduced:

RESOLUTION NO. 2018 – 110

REFUND OF TAX PAYMENT

WHEREAS, the owner of Block 36, Lot 18 was granted a service connected total disability from the Department of Veteran’s Affairs indicating the total disability was effective on January1, 2018, and

WHEREAS, the Tax Assessor granted the service connected total disability on January 29, 2018 and the homeowner’s mortgage company paid the first, second and third quarters of real estate taxes for 2018 in the amount of \$4,814.68.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey, that the Chief Financial Officer be authorized to issue a check to Ocwen Loan Servicing, LLC, Tax Escrow Department, 1661 Worthington Road, Ste. 100, West Palm Beach, Florida, 33409, in the amount of \$4,814.68.

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

Resolution No. 2018 -111 Planning Incentive Grant Program List of Farms (Recommendation from Ag Committee)

The following Resolution was introduced:

RESOLUTION NO. 2018 – 111

**PLANNING INCENTIVE GRANT PROGRAM
LIST OF FARMS**

Whereas, Kingwood Township has an established Municipal PIG program; and

Whereas, the Township has successfully preserved numerous farms within the Municipal PIG; and

Whereas, the Township wishes to expand the opportunity for preservation to additional farms in the Township; and

Whereas, the Township will pursue these opportunities as the landowners indicate interest in preservation and as the Township has or can acquire funding to complete preservation projects:

Now, Therefore, Be It Resolved by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that Kingwood Township requests the addition of the following properties within Kingwood Township to the Township’s **Target Farm** list:

1. Kleinhans (Block 21, L 6.01), Locktown Rd, 5.97 Acres
2. Kleinhans (Block 21, L 8), Locktown Rd., 17.13 Acres
3. Kleinhans (Block 21, L 10), Locktown Rd., 13 Acres
4. Kollmer (Block 6, L 7), 220 Ridge Rd. 26.2 Acres
5. Stem (Block 6, L 23.02), 1105 State Route 12, 23.89 Acres
6. White Creek LLC, (Block 6, L 23), 1103 State Hwy. 12, 12.88 Acres
7. Kingwood United Methodist Church (Block 2, L 2) 235 Oak Summit Rd. 74 Acres
8. Kingwood United Methodist Church (Block, 2, L 8) 55 Oak Summit Rd. 12.3 Acre
9. Kenney (Block 27, L 6), 48 Hammer Rd., 20.77 Acres

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

Resolution No. 2018 -112 Tax Sale Redemption- Block, 22, Lot 13.03

The following Resolution was introduced:

RESOLUTION NO. 2018 - 112

TAX SALE REDEMPTION

WHEREAS, the Tax Collector has received redemption monies in the amount of \$9,038.38 to redeem Tax Sale Certificate No. 18-002 on Block 22, Lot 13.03, and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey, that the Chief Financial Officer be authorized to issue a check in the amount of \$9,038.38 to US Bank Cust for PC7, First Trust Bank U.S. Bank TLSG, 50 S. 16th Street, Philadelphia, PA, 19102 for the redemption of Tax Sale Certificate No. 18-002.

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

Resolution No. 2018–113 Authorize Purchase - County Coop. Pricing - Snow & Ice Materials

The following Resolution was introduced:

RESOLUTION NO. 2018 - 113

**AUTHORIZING PURCHASE THROUGH COUNTY
COOPERATIVE PRICING OF SNOW AND
ICE MATERIALS**

WHEREAS, Kingwood Township has a need for certain goods and services that are offered through cooperative pricing with the County of Hunterdon; and

WHEREAS, N.J.S.A. 40A:11-10 and 11-11 authorize a municipality to enter into cooperative pricing agreements with a County for the provision of goods and services through a County, rather than through public bidding; and

WHEREAS, the Township of Kingwood is a member of the County of Hunterdon Cooperative Pricing System;

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

1. The Township of Kingwood, as a member of the Hunterdon County Cooperative Pricing System, hereby authorizes the purchase of Snow and Ice Control Materials from the low bidder for these items, Morton Salt, Inc., per the bid amount set forth in correspondence from Hunterdon County dated September 5, 2018 attached hereto and made a part hereof.

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

2017 Audit:

Approve Corrective Action Plan

The Township Committee reviewed the completed Corrective Action Plan. C.F.O. D. Laudenschlager explained the recommendations from the township's auditor. She noted that the Board of Adjustment Secretary will be taking on part-time work in the finance office until December 2018.

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to approve the 2018 Corrective Action Plan for the 2017 Audit.

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

COAH

Review Amended 2018 Spending Plan – Resolution No. 2018 -102 Adopting 2018 Spending Plan

The Township Committee reviewed the Amended 2018 Spending Plan for Affordable Housing.

Attorney K. Campbell explained the Compliance Plan is scheduled for next week on Thursday. As part of the township’s compliance, the township must have an approved Spending Plan. The plan consists of comments from the Special Master. Attorney K. Campbell noted there may be more changes, but she feels the township can approve this amended plan this evening.

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2018 -102

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF KINGWOOD
TOWNSHIP, HUNTERDON COUNTY, STATE OF NEW JERSEY,
ADOPTING 2018 SPENDING PLAN**

WHEREAS, on July 12, 2018, the Township Planning Board adopted an Amended Housing Element and Fair Share Plan in furtherance of its Settlement Agreement with Fair Share Housing Center, regarding the Township’s Third-Round Affordable Housing Obligation; and

WHEREAS, the Township Planner has prepared an Amended Spending Plan, which is consistent with the Amended Housing Element and Fair Share Plan and provides for the use of Affordable Housing Trust Funds in furtherance of the provision of Affordable Housing, in the Township of Kingwood.

NOW, THEREFORE, BE IT RESOLVED that the Township hereby adopts the Amended 2018 Spending Plan.

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to adopt the foregoing Resolution under the conditions of the final approval of the township attorney.

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

Quotations - Case International Tractor Model 75C/Alamo Interstator Shoulder Mower/Alamo Rear Mount 88” Flail Mower

The Township Committee reviewed the following quotes:

Storr Tractor Company - National NJPA Co-OP - **\$80,534.47**
3191 Route 22
Somerville, NJ 08876

Storr Tractor Company - NJ State Approved H.C. Co-Op - **\$85,348.60**
3191 Route 22
Somerville, NJ 08876

RESOLUTION

Resolution No. 2018 – 107 Notice of Intent/Authorizing Award of Contract Under A National Cooperative Purchasing Agreement

The following Resolution was introduced:

PUBLIC NOTICE

RESOLUTION NO. 2018 – 107

**AUTHORIZING AWARD OF CONTRACT UNDER A
NATIONAL COOPERATIVE PURCHASING AGREEMENT
CASE INTERNATIONAL TRACTOR, MODEL 75C SERIES TRACTOR WITH FACTORY
CAB, ALAMO INTERSTATER 60” SHOULDER MOWER AND ALAMO REAR MOUNT 88”
FLAIL MOWER**

WHEREAS, the Township Department of Public Works Supervisor and the DPW Liaison have informed of the need for the purchase of a Case International Tractor and Mowers; and

WHEREAS, the Township of Kingwood is permitted to join National Cooperative Purchasing Agreements under the authority of NJSA 52:34-6.2(b)(3) with said Membership # 19013 approved with Resolution No. 2018 – 99; and

WHEREAS, the Township of Kingwood as Member #19013 of the NJPA has provided Notice of Intent to participate in the NJPA Contract # 021815-CNH for (Case International Tractor Model 75C Series) said contract term is 03/17/2015 – 03/17/2019 and Contract # 052417-AGI for (Alamo Interstater 60” Shoulder Mower and Alamo Rear Mount 88” Flail Mower said contract term is 10/02/2017 – 10/02/2021; and

NOW, THEREFORE, BE IT RESOLVED, the Township Committee of the Township of Kingwood hereby awards the contract for the purchase of a Case International Tractor and mowers, as outlined in the attached quote for use by the Township of Kingwood Department of Public Works, to Storr Tractor Company, 3191 Route 22, Somerville, New Jersey 08876, in an amount not to exceed Eighty Thousand Five Hundred Thirty Four Dollars and Forty Seven Cents (\$80,534.47) paid out of the Township’s Capital Ordinance No. 19-13-2018.

BE IT FURTHER RESOLVED, under the authority of NJAC 17:44-2.2 the vendor, Storr Tractor Company, shall maintain all documentation related to products, transactions or services under this contract for a period of five years from the date of final payment, and such records shall be made available to the New Jersey Office of the State Comptroller upon request.

BE IT FURTHER RESOLVED, by the Township Committee of the Township of Kingwood that the Mayor be and is hereby authorized as signatory on behalf of the Township of Kingwood.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Township of Kingwood Departments: Clerk, Finance, Public Works, as well as, Storr Tractor Company and the National Joint Powers Alliance.

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

Greener Payroll

C.F.O. Diane Laudenbach requested the Township Committee consider to approve a policy that employees sign up for direct deposit for their paychecks. Attorney K. Campbell to prepare a policy to be amended into the Employee Handbook and Personnel Policies and Procedures Manual for next meeting.

County Shared Records Storage Services Agreement – Off Site Storage for Permanent Records

The Township Committee reviewed the agreement. The Township Committee are not interested in the County Shared Records Storage Services at this time.

Close Municipal Offices/Cleanout Storage Area of DPW – Four Friday’s – Sept 28, Oct 5,19,26

Deputy Mayor explained the Clerk and Finance office would like to have those days to clean-out the old records in the storage facility at the Department of Public Works.

Mayor Dodds recused himself from the meeting at 7:59pm.

Recommendation from Open Space/Ag Committees – To Reimburse Hunterdon Land Trust for Appraisals for Dalrymple Property Bl 6 Lot 26

Committeewoman Syrnick explained how the Hunterdon Land Trust paid for a second appraisal, which was completed on the Dalrymple property, block 6, lot 26. She noted that the State will reimburse the Municipality at the end.

Deputy Mayor Ciacciarelli reviewed the invoice to reimburse the Hunterdon Land Trust. He noted that the township will seek out to the State to obtain reimbursement to the township.

It was moved Miss Syrnick, seconded by Mr. Ciacciarelli and carried to Reimburse the Hunterdon Land Trust for Appraisals for the Dalrymple Property B1 6 Lot 26 in the amount of \$ 1,700.00.

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

Richard Dodds returned to the meeting at 8:02pm.

Animal Control Solutions Contract - Ends December 31, 2018
Quotes/Proposed Contracts for Animal Control Services

The Township Committee would like to table this discussion until next month. It was suggested to invite the township's Dog License Agent to come to our next meeting to give a comparison and discuss the revenue for dog licenses. The Township Clerk will invite Michele Bobrowski, Dog License Agent to come to the Township Committee Meeting on October 4th, 2018.

Appointment to the Planning Board

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to appoint Kimberly Kocsis as Alternate #2 Member to the Planning Board for a term until 12/31/19.

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

Financial Assistant

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to authorize Karen Radcliffe to be hired on a part-time basis as needed to assist the Finance Officer for a term to expire on December 31, 2018.

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

Monthly Finance Reports

C.F.O. Diane Laudenbach made a request that each department which provides a service for money, submit a monthly report. This is to double check the funds coming into the township.

OLD BUSINESS

PennEast Pipeline

Committeewoman Syrnick noted that there is nothing new to report at this time.

Feasibility Study for Renovations DPW

Deputy Mayor Ciacciarelli reviewed the meeting the Township Committee had with several architects that came to present their proposed plans. There have been no decisions made at this time.

DeRewal Site Parking- Update from Larry Granite, US EPA

Mayor Dodds reviewed the letter from Larry Granite from the US EPA. There are no objections with the State creating a parking lot in that area.

Consolidation of Courts – Shared Services Update

Nothing new at this time.

Policy Issue

Mayor Dodds explained a policy issue that needs to be addressed. When residents submit their farmland assessment forms, not all of them always come to this office, such as checks being sent to home offices. The Township Committee would like to have a policy requiring all documents that are brought into the township or offsite, that the township have access to all of those records, and all township documents be kept in the township. All correspondence that has anything to do with the township should be mailed to the Township Clerk. They feel that each employee that works for the township shall also have a township e-mail address.

Attorney K. Campbell to create a policy and amend the Employee Handbook and Personnel Policies and Procedures Manual for next month's meeting.

MINUTES

August 2, 2018 Regular Meeting

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to approve the Regular Meeting Minutes of the August 2, 2018 Township Committee meeting.

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

August 2, 2018 Executive Session

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to approve the Executive Session Meeting Minutes of the August 2, 2018 Township Committee meeting.

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

August 22, 2018 Special Work Session

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to approve the Special Work Session Minutes of the August 22, 2018 Township Committee meeting.

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

EXECUTIVE SESSION - RESOLUTION NO. 2018 - 114

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

RESOLUTION NO. 2018 - 114

WHEREAS, Section 7 of the Open Public Meetings Act, Chapter 231 P.L. 1975 (R.S.10:4-13) permits the exclusion of the public from a meeting or a portion of a meeting of this public body in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist;

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

- a The public shall be excluded from the meeting or a portion of a meeting at which this public body discusses the hereinafter specified subject matter.
- 2. The general nature of the subject matter to be discussed is as follows:
 - Zoning Violation** - Block 8, Lot 18 County Road 519
Delaware River Tubing
 - Attorney Client Privilege** - Block 8 Lot 2, 457 Oak Grove Road
 - Personnel** - DPW – Vacation Time/Supervisory Position
DPW - Position to Be Filled
Disciplinary Action Procedures
 - Contractual** - Farm Leases for Melnyck and Ukarish

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 Syrnick and carried to adopt the foregoing Resolution.

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 9:00P.M.

Executive Session Minutes

The Township Committee instructed the Township Clerk for future Executive Session Minutes, to compose them as legally required and not verbatim.

DPW – Vacation Time

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to approve 25 vacation days to Mark Petro for 2019, which was earned as per the policy in the Employee Handbook and Personnel Policies and Procedures Manual.

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

Draft Farm Lease Agreement

Resolution No. Authorizing Agricultural Lease of Block 19, Lots 5, and 5.01

The Township Committee has decided not to adopt this Resolution.

Resolution No. Authorizing Agricultural Lease of Bock 19, Lot 7 and Block 20, Lot 1

The Township Committee has decided not to adopt this Resolution.

ADJOURNMENT

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to adjourn the meeting at 9:05P.M. All voted **Aye** on **Roll Call Vote**.

**Respectfully submitted,
Cynthia L. Keller, RMC
Township Clerk**