

KINGWOOD TOWNSHIP COMMITTEE

Regular Meeting Agenda

October 4, 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

Proclamation Request – Partnership for a Drug Free New Jersey – Glenn King, Executive Director of Marketing and Development Freedom Home, Present to Accept Proclamation

Public Comment – Privilege of the Floor

Judge John Petronko, Jr. Present to Speak to Township Committee Members

Visit from the Kingwood Township School/BOE Members and Mascot - Presentation of Resolution Adopted by the KTS/BOE Recognizing 125th Anniversary of the School District

Notice from the NJDEP – Proposed Wastewater Management Plan Subdivision Scheduled

Bills and Claims

Reports

Emergency Management Coordinator – September 2018

Animal Control Solutions – August 2018

Bill List for September 2018

Budget Status Report of September 2018

Court Report of August 2018

Annual Court Audit Report for 2017

Construction Department Reports – Fee/Permit Logs of September 2018

Engineer's Report of September 2018

Monthly Time Logs – September 2018 - Secretary of Boards/Committees

NJSP Report of August 2018

Tax Collector Report for September 2018

Zoning Official Report for September 2018

Regular Meeting Agenda – October 4, 2018 Continued

Reports Continued

Township Committee Liaison Monthly Reports

Future Meetings and Activities

- October 6** - Ident-a-Shred County Complex/314 Rt. 12, 9am – 12pm
- October 6 & 7** - Kingwood Townwide Yard Sale 8:00am – 4:00pm
- October 8** - Township Municipal Offices Closed - Holiday/Columbus Day
- October 13** - Last Clean-Up Day at Department of Public Works – 9am-12pm
- Second Saturday of the Month – Recycling Depot Open 9am-12pm
- October 13** - Fall Festival at Horseshoe Bend Park – 8:00am – 5:00pm
- October 16** - Last Day to Register to Vote in the November General Election
- November 1** - Monthly Regular Township Committee Mtg. 7:00PM Twp. Bldg.
- November 3** - Ident-a-Shred County Complex/314 Rt. 12, 9am – 12pm
- November 6** - General Election –Vote at Kingwood Twp. Firehouse Rt. 519 - Open 6am-8pm

Ordinances

Ordinance No. 19-19-2018 An Ordinance Providing Regulations for the Storing and Utilization of Asphalt Millings - Public Hearing and Final Adoption

Ordinance No. 19-20-2018 An Ordinance to Mandate Direct Deposit for Municipal Employees – Introduction to Pass on First Reading

Ordinance No. 19-21-2018 An Ordinance Regulating the Importation of Fill into the Township - Introduction to Pass on First Reading

Resolutions

- Resolution No. 2018 – 115** Award Contract for the Purchase of an International Tractor
- Resolution No. 2018 – 116** Tax Sale Redemption – Block 23, Lot 19
- Resolution No. 2018 - 117** Establishing Duplicate Tax Lien Certificate – Bl 23, L 19
- Resolution No. 2018 - 118** Tax Sale Redemption – Block 7, Lot 8.09

New Business

- Resignation Letter from Court Administrator/Discuss Court Requirements and Position
- Authorize to Post Court Adm. Position Ad on Website - Designate Rep. for Kingwood
- Resignation Letter from Department of Public Works Supervisor/Authorize to Advertise/Laborer
- Appointment - Planning Board Member – L. Voronin
- Amendments to the Employee Handbook Personnel Policies and Procedures Manual -
Greener Payroll Policy/Disciplinary Action Procedures
- Discussion - Vacating Picnic Grove Road
- Certificate of Determination and Award
- Hours for Trick or Treat for Halloween – October 31, 2018
- Memo from Statewide Insurance Fund – ADA Website Compliance Fact Sheet/Check List
- Application for Coin Toss/Kingwood Rescue Squad – Dec 1 and Dec 2 – **Resolution No. 2018 – 119** Solicitation of Charitable Contributions Kingwood Rescue Squad

Old Business

- Animal Control Quotations – Dog License Agent, M. Bobrowski Present to Discuss Quotations
- Electronic Tax Maps – Update
- Court 3 Judge Panel –Dismissal Hearings- Adm. Order and Notice – Request for Comments Farm

Regular Meeting Agenda – October 4, 2018 Continued

Old Business continued

Lease Agreements – Letter to Farmer
PennEast Pipeline
Feasibility Study for Municipal Building – Update
DeRewal Site Parking- Update

Minutes

September 6, 2018 Regular Meeting
September 6, 2018 Executive Session

Executive Session – Resolution No. 2018 - 120

Zoning Violation	- Block 8, Lot 18 County Road 519
Attorney Client Privilege	- Block 8 Lot 2, 457 Oak Grove Road
Personnel	- DPW Position
Contractual	- Antenna Space-Cell Phone Tower/Ord. 18-08-2016 FMA/Repetitive Loss Property Acquisition Grant Block 51, Lot 40 155 Byram Lane Maintenance Ending – Private Lane Vacating – Section of Picnic Grove Road Donations/Recreation Trust

Return to Regular Session

Motion – Fee Adjustment for North Jersey Kennel Club

Adjournment

PLEASE NOTE THIS AGENDA IS SUBJECT TO LAST MINUTE CHANGES

2018 – 275

October 4, 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 Synchronick, Attorney Katrina Campbell, C.F.O./Tax Collector Diane Laudendach, 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

Proclamation Request – Partnership for a Drug Free New Jersey – G. King, Executive Director of Marketing and Development Freedom Home, Present to Accept Proclamation

Mr. King, Executive Director of Marketing and Development Freedom Home came to the Township Committee Meeting to accept a Proclamation, which will be adopted by the Township Committee to support Knock Out Opioid Abuse Day on October 6th, 2018.

Mayor Dodds read aloud the Proclamation. He then invited Mr. King to come and accept it. A Picture was taken with Mayor Dodds presenting the Proclamation.

Proclamation

Knock Out Opioid Abuse Day

October 6, 2018

WHEREAS, New Jersey is in the midst of a life-threatening opioid abuse epidemic; and

WHEREAS, the Partnership for a Drug-Free New Jersey has designated October 6, 2018 as Knock Out Opioid Abuse Day – an initiative with a dual purpose: to educate families of the addictive qualities of opioid pain medicines and their link to heroin abuse rates in New Jersey, and communicate to physicians information on safer prescribing messages found in the Centers for Disease Control and Prevention guidelines for prescribing opioids, which include considering other therapies, setting realistic treatment goals with patients and discussing with patients the positives and negatives of opioids; and

WHEREAS, the State Senate and General Assembly jointly resolved that October 6 shall be permanently designated as Knock Out Opioid Abuse Day in New Jersey in order to raise awareness about the dangers of, and the link between, opioid abuse and heroin addiction and to educate health care providers, community leaders, state lawmakers and members of the public about the opioid abuse epidemic and its effects throughout the State of New Jersey and across the country; and

WHEREAS, Freedom House, Inc. supports initiatives designed to raise awareness about opioid abuse in New Jersey and take steps to prevent addiction;

THEREFORE, BE IT RESOLVED, that October 6, 2018 be recognized as Knock Out Opioid Abuse Day in Kingwood Township, Frenchtown, New Jersey.

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

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

PUBLIC COMMENT / PRIVILEGE OF THE FLOOR

Judge John Petronko, Jr. Present to Speak to Township Committee Members

Judge John Petronko, Jr. was present to inform the Township Committee in person that he will not be seeking a reappointment. He noted he has decided to retirement from being the Judge for Kingwood Township Court. He has worked for Kingwood Township for many years.

He thanked the township for the confidence and support over all the years. He has enjoyed serving Kingwood Township and will miss it very much.

The Township Committee wished Judge John Petronko the very best.

125th Anniversary of the Kingwood Twp. School District

Chief School Administrator/Principal Rick Falkenstein, three members of the Board of Education and the School Administrator were present at the meeting to present a resolution adopted by the Board of Education on September 25, 2018. Rick Falkenstein read aloud the following resolution:

RESOLUTION

BE IT RESOLVED that the Board of Education approves the following resolution:

WHEREAS, the members of the Kingwood Township Board of Education would like to recognize the 125th Anniversary of Kingwood Township School District:

WHEREAS, the anniversary is to recognize all those that have volunteered and sacrificed their personal gains to make Kingwood what it is today; and

WHEREAS, the history of our community, township, and school is important and we hope to preserve the traditions of the past; and

WHEREAS, the anniversary of the school will be celebrated with various activities and events to memorialize the milestone; and

THEREFORE, let it be resolved and spread upon the September 25th minutes that the Kingwood Township Board of Education values the importance of our school’s history; and Intends to celebrate this 125th year anniversary over the course of the entire 2018-2019 school year; and

BE IT FURTHER RESOLVED that a copy of this resolution shall be forwarded to the Kingwood Township Committee.

Moved by S. Sklodowsky, seconded by R. Pitzner, on roll call vote, resolution was ADOPTED as follows ayes 9; nays, 0.

This resolution was presented to Mayor Dodds for Kingwood Township. The Township Committee thanked the Kingwood Township Board of Education for coming and presenting them the resolution.

Rick Falkenstein noted they would like to celebrate their 125th Anniversary in many special ways and they would like the township to think of some new traditions Kingwood School can have for the community. They are looking for some input for making a commercial video for our township. Mr. Falkenstein requested that ideas be e-mailed to him. He then introduced the school’s first mascot the Kingwood Knight. He noted he will be back to follow up with the Township in the near future.

Everyone thanked the school members for attending the meeting.

Notice from the NJDEP – Proposed Wastewater Management Plan Subdivision Scheduled

Mayor Dodds reviewed the notice from the New Jersey Department of Environmental Protection regarding the proposed Wastewater Management Plan Subdivision.

Mayor Dodds will follow up with a member of the Hunterdon County Planning Board to find out more about the Plan.

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 **\$765,982.03** that are in order and attached as Bill List for October, 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 – September 2018

EMC, Jack MacConnell reported on the recent heavy rain storms, which caused several problems on the roads. Feels something needs to be done to repair an area along Muddy Run Road to prevent an accident. He discussed the storm of September 28th and noted, no roads needed to be closed.

Horseshoe Bend Park – Fall Festival, Jack MacConnell spoke to Sergeant Hart who is working on a risk assessment. Also the River Clean-Up at Kingwood Boat Launch/Bulls Island went well.

Everyone thanked EMC, Jack MacConnell for his monthly report.

- Animal Control Solutions – August 2018
- Bill List for September 2018
- Budget Status Report of September 2018
- Court Report of August 2018
- Annual Court Audit Report for 2017
- Construction Department Reports – Fee/Permit Logs of September 2018
- Engineer’s Report of September 2018
- Monthly Time Logs – September 2018 - Secretary of Boards/Committees
- NJSP Report of August 2018
- Tax Collector Report for September 2018
- Zoning Official Report for September 2018

Township Committee Liaison Monthly Reports

Deputy Mayor Ciacciarelli, DPW Liaison and Municipal Office Liaison, reported the Department of Public Works will be discussed in executive session. He commended the office staff who cleaned out records at DPW all day on Friday, September 28th to work on inventory of old records. The township will be seeking a company to shred the materials which are approved to be disposed.

Committeewoman Syrnick, Liaison for the Environmental Commission, reported that the Open Space/Ag Committees are waiting for funds from the State. She noted there was no Environmental Commission meeting in September due to lack of quorum.

FUTURE MEETINGS AND ACTIVITIES

Mayor Dodds reviewed as per the agenda.

ORDINANCES

ORDINANCE NO. 19-19-2018 AN ORDINANCE PROVIDING REGULATIONS FOR THE STORING AND UTILIZATION OF ASPHALT MILLINGS - 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 6th day of September, 2018. The Ordinance was published in the Hunterdon County Democrat on September 13, 2018 and has been posted in the Kingwood Township Municipal Building on September 7, 2018. Copies of the Ordinance have been available for inspection by the public since September 7, 2018.

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to table the adoption of this ordinance to obtain more information. **All voted Aye on Roll Call Vote.**

ORDINANCE

ORDINANCE NO. 19-20-2018 AN ORDINANCE TO MANDATE DIRECT DEPOSIT FOR MUNICIPAL EMPLOYEES – Introduction to Pass 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. 19-20-2018 AN ORDINANCE TO MANDATE DIRECT DEPOSIT FOR MUNICIPAL EMPLOYEES.**

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, November 1, 2018 at a meeting beginning at 7:00 P.M. at the municipal building.

ORDINANCE

ORDINANCE NO. 19-21-2018 AN ORDINANCE REGULATING THE IMPORTATION OF FILL INTO THE TOWNSHIP OF KINGWOOD – Introduction to Pass 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. 19-21-2018 AN ORDINANCE REGULATING THE IMPORTATION OF FILL INTO 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, November 1, 2018 at a meeting beginning at 7:00 P.M. at the municipal building.

RESOLUTIONS

Resolution No. 2018 – 115 Award Contract for the Purchase of an International Tractor

The following Resolution was introduced:

RESOLUTION NO. 2018 – 115

AUTHORIZING THE PURCHASE OF ONE (1) 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 of Kingwood wishes to PURCHASE OF ONE (1) CASE INTERATIONAL TRACTOR MODEL 75C, FACTORY CAB, ALAMO INTERSTATER 60” SHOULDER MOWER AND ALAMO REAR MOUNT 88” FLAIL MOWER from an authorized vendor under the National Joint Powers Alliance CO-OP; and

WHEREAS, the Township of Kingwood is permitted to join National Cooperative Purchasing Agreements under the authority of N.J.S.A. 52:34-6.2(b)(3); and

WHEREAS, the NATIONAL JOINT POWERS ALLIANCE CO-OP has been awarded Contract No. 021815-CNH for (1) CASE INTERATIONAL TRACTOR MODEL 75C and Contract No. 052417-AGI for (1) FACTORY CAB, ALAMO INTERSTATER 60” SHOULDER MOWER AND ALAMO REAR MOUNT 88” FLAIL MOWER; and

WHEREAS, award of this contract is contingent upon completion of the mandatory ten (10) day comment period which expires September 27, 2018 at 4:00PM; and

WHEREAS, the Mayor recommends the Utilization of this contract on the grounds that it represents the best price available; and

WHEREAS, the cost for the PURCHASE OF ONE (1) CASE INTERATIONAL TRACTOR MODEL 75C, FACTORY CAB, ALAMO INTERSTATER 60” SHOULDER MOWER AND ALAMO REAR MOUNT 88” FLAIL MOWER is \$80,534.47; and

WHEREAS, the contract award will be withdrawn if any objections or competitive quotes are delivered to you on or before the expiration of the ten day comment period.

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

1. Storr Tractor Company, 3191 Route 22, Somerville, New Jersey 08876 shall be awarded a contract pending the completion of the legal advertising requirements and completion of the required comment period. Said contract shall be in an amount not to exceed \$80,534.47 to purchase One (1). CASE INTERATIONAL TRACTOR MODEL 75C, FACTORY CAB, ALAMO INTERSTATER 60” SHOULDER MOWER AND ALAMO REAR MOUNT 88” FLAIL MOWER for the township.

- 2. A Certification of Funds has been received for the said contract assuring that there is a sufficient appropriation to award this contract and the availability of a sufficient appropriation to fund the purchase authorized in this resolution in an express and mandatory condition of the award of this contract.
- 3. The Mayor hereby is authorized to sign the contract documents necessary to effectuate the ward of this contract as detailed herein.

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 – 116 Tax Sale Redemption – Block 23, Lot 19

The following Resolution was introduced:

RESOLUTION NO. 2018 - 116

TAX SALE REDEMPTION

WHEREAS, the Tax Collector has received redemption monies in the amount of \$41,024.80 to redeem Tax Sale Certificate No. 13-012 on Block 23, Lot 19, and

WHEREAS, the lienholder through an assignment paid a premium in the amount of \$2,000.00 at the time of sale.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that the Chief Financial Officer be authorized to issue a check in the amount of \$43,024.80 to Suleiman Chater, 85 Howe Street, New Haven, CT, 06511.

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 - 117 Establishing Duplicate Tax Lien Certificate – B1 23, L 19

The following Resolution was introduced:

RESOLUTION NO. 2018-117

ESTABLISHING DUPLICATE TAX LIEN CERTIFICATE

WHEREAS, Chapter 99 Public Laws of 1997 was signed into law by Governor Whitman in May, 1997, and

WHEREAS, this law provides for the issuance and fees for duplicate Tax Lien Certificates, and

WHEREAS, Suleiman Chater, has indicated that one (1) original Certificate of Sale for Unpaid Municipal Liens on Block 23, Lot 19 located in the Township of Kingwood, and sold at a tax sale held June 26, 2013 to US Bank Cust for ProCap III, LLC and assigned to Suleiman Chater on December 22, 2015, has been deemed lost.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Township Committee that the Tax Collector be authorized, upon receipt of an Affidavit of Loss and payment of the fee of \$100.00 to issue a duplicate certificate to said US Bank Cust for ProCap III for the original Certificate of Sale for Unpaid Municipal Liens.

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 - 118 Tax Sale Redemption – Block 7, Lot 8.09

The following Resolution was introduced:

RESOLUTION NO. 2018 - 118

TAX SALE REDEMPTION

WHEREAS, the Tax Collector has received redemption monies in the amount of \$26,065.72 to redeem Tax Sale Certificate No. 16-001 on Block 7, Lot 8.09, 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 \$26,065.72 to US Bank Cust for PC6, Sterling National, TLSG, 50 S. 16th Street, Philadelphia, PA, 19102 for the redemption of Tax Sale Certificate No. 16-001.

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

Resignation Letter from Court Administrator/Discuss Court Requirements and Position

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to accept the resignation letter from Court Administrator, Dawn Augustine. **All voted Aye on Roll Call Vote.**

The Township Committee Members reviewed the information on the court requirements to replace the Court Administrator. They decided the township is not ready to advertise for a Court Administrator at this time.

Mayor Dodds stated there is a turnover in the township's court, therefore, he contacted Shared Services and spoke to a representative regarding a court who would like to utilize space for surrounding towns. The Township Committee would like to look into shared services and explore what is available.

Authorize to Post Court Adm. Position Ad on Website - Designate Rep. for Kingwood

Township is not ready to advertise for Court Administrator at this time.

Resignation Letter from Department of Public Works Supervisor/Authorize to Advertise/Laborer

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to accept a resignation letter from Department of Public Works Supervisor, Mark Petro. **All voted Aye on Roll Call Vote.**

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to authorize the Clerk to advertise for a Laborer for the Department of Public Works.

Appointment - Planning Board Member – L. Voronin

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to appoint Lois Voronin as a Member of the Planning Board, term to expire on 12/31/2020.

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

Amendments to the Employee Handbook Personnel Policies and Procedures Manual - Greener Payroll Policy/Disciplinary Action Procedures

Attorney K. Campbell reviewed all the changes incorporated in the Employee Handbook Personnel Policies and Procedures Manual, which were amendments and additions discussed last month.

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to accept the amendments to the Employee Handbook Personnel Policies and Procedures Manual.

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

Discussion - Vacating Picnic Grove Road

To be discussed in executive session.

Certificate of Determination and Award

C.F.O. Diane Laudenbach gave an explanation for the Certificate of Determination and Award.

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to approve and accept the Certificate of Determination and Award dated 9/20/2018 to 9/20/2019.

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

Hours for Trick or Treat for Halloween – October 31, 2018

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to set hours for Trick or Treat in Kingwood Township for Halloween, October 31, 2018 to be between the hours of 5:00PM and 7:00PM.

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

Memo from Statewide Insurance Fund – ADA Website Compliance Fact Sheet/Check List

Mayor Dodds reviewed the memo from Statewide Insurance Fund. He would like to check it against the township's website.

Application for Coin Toss/Kingwood Rescue Squad – Dec 1 and Dec 2 – **Resolution No. 2018 – 119**
Solicitation of Charitable Contributions/Kingwood Rescue Squad

The Township Committee reviewed the application for a Coin Toss from the Kingwood Township Rescue Squad.

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2018 - 119

**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, December 1 and Sunday, December 2, 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

OLD BUSINESS

Animal Control Quotations – Dog License Agent, M. Bobrowski Present to Discuss Quotations

Kingwood Township received and reviewed the following two quotes for Animal Control:

Animal Control Solutions LLC. 2 Marshall Drive Flemington, NJ	Yearly Fee	\$6,120.00	Extra request services outside contract \$200.00 per service
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St. Hubert’s Giralda, Inc. 3201 Route 22 East North Branch, New Jersey	Annual Fee for Remainder of 2018	\$2,836.50	Yearly Fee	\$11,346.00 per year for 2019 - 2020
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Michele Bobrowski suggested the township stay with Animal Control at this time for a one year contract in place of the two year contract. She indicated that the current dog licenses fees cover the yearly contract for animal control. She suggested the township keep tract of any extra fee costs during the new contract year.

The Township Committee would like to request a one year contract from Animal Control Solutions and to bring the proposed agreement back next month for approval.

The Township Committee thanked Michele Bobrowski for her input and for attending the meeting.

Electronic Tax Maps – Update

Electronic Tax Maps to be completed in the near future.

Court 3 Judge Panel –Dismissal Hearings- Adm. Order and Notice – Request for Comments

Township Committee reviewed. The Court Administrator has indicated she needs to know if township would like to dismiss the cases listed, or go to Trenton for a hearing this month.

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to dismiss the cases prescribed in the list provided by the Court.

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

Farm Lease Agreements – Letter to Farmer

Attorney K. Campbell stated a letter has been sent to Mr. Pandy. The township will wait for him to sign the agreement. He also will need to submit a certificate of insurance.

PennEast Pipeline

No update.

Feasibility Study for Municipal Building – Update

To discuss at the November meeting.

DeRewal Site Parking- Update

No update

MINUTES

September 6, 2018 Regular Meeting

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to approve the Regular Meeting Minutes of the September 6, 2018 Township Committee meeting.

2018 – 287

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

September 6, 2018 Executive Session

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to approve the Executive Session Meeting Minutes of the September 6, 2018 Township Committee meeting.

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

EXECUTIVE SESSION - RESOLUTION NO. 2018 - 119

The following Resolution was introduced to enter into closed session at approximately 8:14P.M.:

RESOLUTION NO. 2018 - 119

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
Attorney Client Privilege	- Block 8 Lot 2, 457 Oak Grove Road
Personnel	- DPW Position
Contractual	- Antenna Space-Cell Phone Tower/Ord. 18-08-2016 FMA/Repetitive Loss Property Acquisition Grant Block 51, Lot 40 155 Byram Lane Maintenance Ending – Private Lane Vacating – Section of Picnic Grove Road Donations/Recreation Trust

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 9:14P.M.

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to charge the North Jersey Kennel Club for one day in the amount of \$175.00 for the use of the Horseshoe Bend Park facility for the weekend of September 22, and September 23, 2018.

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

ADJOURNMENT

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to adjourn the meeting at 9:16P.M. **All** voted **Aye** on **Roll Call Vote**.

Respectfully submitted,

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