

KINGWOOD TOWNSHIP COMMITTEE

Regular Meeting Agenda

September 7, 2017 – 7:00PM

Call to Order

Pledge of Allegiance

Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act by publication of the notice in the Hunterdon Democrat and Courier News on January 12, 2017 and by telefaxing a copy of the notice to the Express Times on January 6, 2017. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on January 6, 2017.

In order to ensure full public participation in this meeting, all members of this Committee, and also members of the public are requested to speak only when recognized by the Chair so that there is no simultaneous discussion or over-talk, and further, all persons are requested to utilize the microphones which are provided for your use by the Township. Your cooperation is appreciated.

Roll Call

Correspondence

Citizen Leadership Form Submittal

Letter from St Dept of Agriculture re: Bl 30 L 6 Green Light Review of Appl

Letter from St Dept of Agriculture re: Bl 12 L 33.01 Farmland Preservation Appl

Letter from St Dept of Agriculture re: Bl 41 L 9 Farmland Preservation Appl

Letter & Nomination Form from NJLM re: Mayor's Committee on Life Sciences &
2017 Patient Courage Award

Letter Request from Del Val Junior Terriers Org re: Solicitation of Charitable
Contributions Ordinance

Public Comment – Privilege of the Floor

Bills and Claims

Reports

Emergency Management Coordinator

Animal Control Report of July 2017

Construction Department Reports of July 2017 & August 2017

Court Reports of July 2017 & August 2017

Dog Licensing Report

Finance Reports:

Budget Report thru 8/3/2017

NJSP Report of July 2017

Township Engineer's Report of August 2017

September 7, 2017 Kingwood Township Committee Agenda Continued

Reports Continued

Volunteer Fire Co Financial Statement
Zoning Officer Report of August 2017

Future Meetings and Activities

Sept 9 - Recycling at Township Garage from 9:00am-12:00noon
Sept 30 – Annual Community Day beginning at 4:30PM at Kingwood Park, 200 Union Road
October 5 - Regular Monthly Township Committee Meeting beginning at 7:00pm at Municipal Building
October 7 - Hunterdon Cty Free Ident-A-Shred Day for County Residents, behind Historic Court House in Flemington, 9am-Noon
Oct 7th & 8th - Township Wide Yard Sale

Ordinances

Ordinance No. 19-11-2017 Amending Ordinance No. 19-07-2017 Fixing The Salaries And Compensation Of The Various Officers And Employees Of The Township – Public Hearing and Final Adoption

Ordinance No. 19-12-2017 To Provide For The Construction Of A 16 X 50 Addition To The Existing Morton Building Located At The Horseshoe Bend Park As A General Improvement For The Township And Appropriating The Amount From The Capital Improvement Fund – Public Hearing and Final Adoption

Ordinance No. 19-13-2017 To Provide For The Purchase Of One (1) 2017 F-350 XL 4 X 4 SD Super Cab 8' Box, 164" WB SRW In The Amount Of \$47,000.00 From The Reserve For Purchase Of Municipal Equipment – Introduction and Adoption on First Reading

Ordinance No. 19-14-2017 To Amend And Supplement The Land Use Regulations Of The Township, Specifically “Zoning, Chapter 132” Of The General Ordinances Of The Township Amending And Supplementing The Route 12 Scenic Corridor Overlay (SCO) District Regulations - Introduction and Adoption on First Reading

Resolutions

Resolution No. 2017-77 - Tax Sale Redemption Bl 22 L 13.03
Resolution No. 2017-78 - Professional Services Agreement – Bond Counsel
Resolution No. 2017-79 - Amend Pro Servs Agr Res Update Appraisal Dalrymple Property
Resolution No. 2017-80 - National Suicide Prevention Awareness Month
Resolution No. 2017-81 - Req for Waiver to Serve Alc Bev at KP
Resolution No. 2017-82 - Eagle Scout Joshua Snyder

September 7, 2017 Kingwood Township Committee Agenda Continued

New Business

Best Practices Checklist
Price Quotations for Morton Building Storage Addition
Assembly Bill #3381 – Municipal Volunteer Program for Snow Removal
Discuss Horse Crossing Signs
Parks & Recreation Committee – Recommendation on closing time for HBP Morton Building During Events
Letter from Township Clerk re: Retirement

Old Business

PennEast Pipeline
Long Term Future of Email & Website – Proposal from Aptiris
Regulating Pet Stores
Renovations to Municipal Building
NJDEP Stormwater Management – Municipal Permit
NJDOT State Aid Programs

Minutes

August 3, 2017 Regular Meeting Minutes

July 16, 2017 Regular Meeting Minutes
July 16, 2017 Executive Session Minutes

Executive Session – Resolution No. 2017- 83

Personnel - Teamsters Local Union
Zoning Violations – Moskal Bl 8 L 16, Accurate Waste Systems Bl 17 L 8

Return to Regular Session

Adjournment

PLEASE NOTE THIS AGENDA IS SUBJECT TO LAST MINUTE CHANGES

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September 7, 2017

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

Also present at the meeting were Deputy Mayor Richard Dodds, Committeeman Thomas Ciacciarelli, Attorney Richard Wenner, C.F.O. Diane Laudenbach, Deputy Clerk Cynthia Keller and Clerk Mary E. MacConnell. Mayor Phillip Lubitz called the meeting to order and following the salute to the flag, read aloud the following:

Call to Order

Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act by publication of the notice in the Hunterdon Democrat and Courier News on January 12, 2017 and by telefaxing a copy of the notice to the Express Times on January 6, 2017. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on January 6, 2017.

In order to ensure full public participation in this meeting, all members of this Committee, and also members of the public are requested to speak only when recognized by the Chair so that there is no simultaneous discussion or over-talk, and further, all persons are requested to utilize the microphones which are provided for your use by the Township. Your cooperation is appreciated.

CORRESPONDENCE

Citizen Leadership Form Submittal

Mayor Lubitz reviewed a Citizen Leadership Form received from Kingwood Township resident, Kimberly Kocsis. Deputy Mayor Dodds noted Kimberly Kocsis has attended a meeting of the Agricultural Advisory Committee and is very interested in joining the Committee.

It was moved by Richard Dodds, seconded by Thomas Ciacciarelli and carried to appoint Kimberly Kocsis a Citizen Member of the Agricultural Advisory Committee to fill a vacant position for an unexpired term until 12/31/2019.

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

Clerk MacConnell administered the Oath of Office to Kimberly Kocsis at this time. The Township Committee welcomed Kimberly Kocsis to the Agricultural Advisory Committee.

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Letter from State Dept. of Agriculture re: Bl 30 L 6 Green Light Review of Application

The Township Committee reviewed the letter from State Department of Agriculture regarding Block 30, Lot 6 Green Light Review of Application for farmland preservation.

Letter from State Dept. of Agriculture re: Bl 12 L 33.01 Farmland Preservation Application

The Township Committee reviewed the letter from the State Department of Agriculture regarding Block 12, L 33.01 Farmland Preservation Application.

Mayor Lubitz noted this application was reviewed and recommended by the Agricultural Advisory Committee to support the efforts of the preservation of this farm.

Letter from State Dept. of Agriculture re: Bl 41 L 9 Farmland Preservation Appl.

The Township Committee reviewed the letter from the State Department of Agriculture regarding Block 41, L 9 Farmland Preservation Application.

Mayor Lubitz noted this application was reviewed and recommended by the Agricultural Advisory Committee to support the efforts of the preservation of this farm.

Letter & Nomination Form from NJLM re: Mayor's Committee on Life Sciences & 2017 Patient Courage Award

The Township Committee reviewed.

Letter Request from Del Val Junior Terriers Org re: Solicitation of Charitable Contributions Ordinance

The Township Committee reviewed the letter of request from the Del Val Junior Terriers regarding amending the ordinance for Solicitation of Charitable Contributions. This request is to allow organizations other the First Responders to have coin toss donation collections along intersections on roadways.

Mayor Lubitz noted this is a request from the Del Val Junior Terriers who would like to raise funds the same way the First Responders have done in the past by collecting donations along roads near intersections. He explained that the Township does everything to support our volunteer organizations. He feels it is wonderful the adults volunteer and it is a great activity for our children. He explained that the township has tried to develop ways for those organizations to raise funds. The township has created opportunities by providing roadside cleanups as part of our Clean Community Program, and by selling water and parking cars at the annual Community Day.

Mayor Lubitz stated collecting at the 519/Route 12 intersection is too dangerous for both children and adults. Our first responders have training in traffic control that adult volunteers do not have. He feels it is best to turn down this request due to minors being present. Deputy Mayor Dodds noted he feels that roadside cleanup and other fund raising opportunities would be much safer and raise a good amount of funds. The Township Committee are greatly concerned about the safety of the adults and children out there in the intersection. A few members from the local first responders were present and commented how they do not do the coin collections any longer, because of the traffic concerns.

PUBLIC COMMENT – PRIVILEGE OF THE FLOOR

David Frank, Muddy Run Road – Commented on the Department of Public Works and the great job they do cleaning up after storms. He also brought up the subject of MEL due to newspaper articles and other comments he has heard recently. He wanted some clarification of who has been doing what and the townships involvement with this concern.

Committeeman Ciacciarelli explained the Environmental Commission has worked on this for decades. He explained that he has joined the Commission in January of this year as the liaison. He noted the Environmental Commission is trying to get an open public meeting scheduled with ENVIRON and the NJDEP to ask questions as to what is going on at MEL regarding the salt plume. Deputy Mayor Dodds noted the minutes of the Environmental Commission, which are available on the website after approval. Mayor Lubitz noted the best explanation is the last meeting in August of the Township Committee when Committeeman Ciacciarelli gave a very good explanation of what is currently happening at this time.

The Township Committee thanked David Frank for his comments.

Mayor Lubitz commented on the great job done on the fall mailing brochure.

BILLS AND CLAIMS

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to approve and pay all bills and claims in the amount of **\$1,806,321.90** that are in order and attached as Bill List for September, 2017.

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

REPORTS

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

Emergency Management Coordinator

EMC, Jack MacConnell was present and gave a brief update. He noted that the Department of Public Works would like the public to call in and leave a message at the garage to inform them of any problems on the roads. This would be very helpful to them especially after a storm. Jack MacConnell noted that we will not be getting hurricane Irma, as it went inland. He noted he is working on the Risk Assessment for Community Day, which is going very well. He is looking into obtaining another repeater tower to put in at VanZandt's Airport in Pennsylvania to cover the whole area. He noted the thunder storms we have recently and the excellent communication with J.C.P.& L. Mayor Lubitz commented on a former Rescue Squad Captain who relayed the message from a person in need in Kingwood, Texas during the flood from hurricane Harvey. He noted the persons were rescued.

The Committee Members thanked Jack MacConnell for his report.

Animal Control Report of July 2017

Construction Department Reports of July 2017 & August 2017

Court Reports of July 2017 & August 2017

Dog Licensing Report

Finance Reports:

Budget Report thru 8/3/2017

NJSP Report of July 2017

Township Engineer's Report of August 2017

Volunteer Fire Co Financial Statement

Mayor Lubitz thanked the Kingwood Township Fire Company for submitting their financial statement.

Zoning Officer Report of August 2017

FUTURE MEETINGS AND ACTIVITIES

Mayor Lubitz reviewed as per the agenda.

ORDINANCES

ORDINANCE NO. 19-11-2017 AMENDING ORDINANCE NO. 19-07-2017 FIXING THE SALARIES AND COMPENSATION OF THE VARIOUS OFFICERS AND EMPLOYEES OF THE TOWNSHIP VOL. 19, PG. 19-11-2017 – Public Hearing and Final Adoption

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

This Ordinance was introduced and adopted on first reading at a meeting of the Kingwood Township Committee on the 3rd day of August 2017.

The Ordinance was published in the Hunterdon County Democrat on August 10, 2017 and has been posted in the Kingwood Township Municipal Building on August 4, 2017. Copies of the Ordinance have been available for inspection by the public since August 4, 2017.

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

Public Comments: No comments

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

ORDINANCE NO. 19 – 11 - 2017

AN ORDINANCE AMENDING ORDINANCE NO. 19-07-2017 FIXING THE SALARIES AND COMPENSATION OF THE VARIOUS OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF KINGWOOD IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY

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

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

Administrative

Construction Code Technical Assistant	\$ 6,166.50
Horseshoe Bend Park Administrator	\$ 6,166.50

ARTICLE 2. For authorized use of an automobile, an official or employee shall be reimbursed the amount set by the Internal Revenue Service.

All other authorized travel expense reimbursements, training and educational reimbursements, overtime, health and disability insurance, absence, paid vacations, equipment allowances, emergency meal allowances and other benefits shall be set forth in the current Kingwood Township Personnel Manual, or in accordance with applicable law.

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

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

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

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

ORDINANCE

ORDINANCE NO. 19-12-2017 TO PROVIDE FOR THE CONSTRUCTION OF A 16 X 50 ADDITION TO THE EXISTING MORTON BUILDING LOCATED AT THE HORSESHOE BEND PARK AS A GENERAL IMPROVEMENT FOR THE TOWNSHIP AND APPROPRIATING THE AMOUNT FROM THE CAPITAL IMPROVEMENT FUND - VOL. 19, PG. 19-12-2017 - Public Hearing and Final Adoption

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

This Ordinance was introduced and adopted on first reading at a meeting of the Kingwood Township Committee on the 3rd day of August 2017. The Ordinance was published in the Hunterdon County Democrat on August 10, 2017 and has been posted in the Kingwood Township Municipal Building on August 4, 2017. Copies of the Ordinance have been available for inspection by the public since August 4, 2017.

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

Public Comments: There were no public comments.

Deputy Mayor Dodds noted that revenue is generated by the park. Everyone that uses the building pays rent, which is contributed towards the building.

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

ORDINANCE NO. 19 – 12 - 2017

AN ORDINANCE TO PROVIDE FOR THE CONSTRUCTION OF A 16 X 50 ADDITION TO THE EXISTING MORTON BUILDING LOCATED AT THE HORSESHOE BEND PARK AS A GENERAL IMPROVEMENT FOR THE TOWNSHIP OF KINGWOOD IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY AND APPROPRIATING \$15,500.00 FROM THE CAPITAL IMPROVEMENT FUND

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

SECTION 1. The improvement described in Section 2 of this Ordinance is hereby authorized as a general improvement to be made or acquired by the Township of Kingwood, New Jersey. For the said improvement or purposes described in Section 2, there is hereby appropriated the sum of \$15,500.00, said sum being inclusive of all appropriations heretofore made therefore.

SECTION 2. The Township of Kingwood is hereby authorizing the construction of a 16 x 50 addition to the existing Morton Building located at the Horseshoe Bend Park.

SECTION 3. In order to finance the cost of the construction of a 16 x 50 addition to the existing Morton Building located at the Horseshoe Bend Park there is hereby appropriated \$15,500.00 from the Capital Improvement Fund.

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

SECTION 5. The capital budget of the Township of Kingwood is hereby adopted to conform with the provisions of this Ordinance. The project has been included in the 2017 Capital Budget of the Township of Kingwood.

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

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

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

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

ORDINANCE

ORDINANCE NO. 19-13-2017 TO PROVIDE FOR THE PURCHASE OF ONE (1) 2007 F-350 XL 4 X 4 SD SUPER CAB 8' BOX, 164" WB SRW IN THE AMOUNT OF \$47,000.00 FROM THE RESERVE FOR PURCHASE OF MUNICIPAL EQUIPMENT -

Introduction and Adoption on First Reading

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

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to adopt on first reading **ORDINANCE NO. 19-13-2017 TO PROVIDE FOR THE PURCHASE OF ONE (1) 2007 F-350 XL 4 X 4 SD SUPER CAB 8' BOX, 164" WB SRW IN THE AMOUNT OF \$47,000.00 FROM THE RESERVE FOR PURCHASE OF MUNICIPAL EQUIPMENT.**

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

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

ORDINANCE

ORDINANCE NO. 19-14-2017 TO AMEND AND SUPPLEMENT THE LAND USE REGULATIONS OF THE TOWNSHIP, SPECIFICALLY “ZONING, CHAPTER 132” OF THE GENERAL ORDINANCES OF THE TOWNSHIP AMENDING AND SUPPLEMENTING THE ROUTE 12 SCENIC CORRIDOR OVERLAY (SCO) DISTRICT REGULATIONS - Introduction and Adoption on First Reading

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

It was moved by Mr. Ciacciarelli, seconded by Mr. Dodds and carried to adopt on first reading **ORDINANCE NO. 19-14-2017 TO AMEND AND SUPPLEMENT THE LAND USE REGULATIONS OF THE TOWNSHIP, SPECIFICALLY “ZONING, CHAPTER 132” OF THE GENERAL ORDINANCES OF THE TOWNSHIP AMENDING AND SUPPLEMENTING THE ROUTE 12 SCENIC CORRIDOR OVERLAY (SCO) DISTRICT REGULATIONS.**

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

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

RESOLUTIONS

Resolution No. 2017-77 - Tax Sale Redemption Bl 22 L 13.03

The following Resolution was introduced:

RESOLUTION NO. 2017 - 77

TAX SALE REDEMPTION

WHEREAS, the Tax Collector has received redemption monies in the amount of \$27,498.71 to redeem Tax Sale Certificate No. 15-002 on Block 22 Lot 13.03; and

WHEREAS, the lienholder paid a premium in the amount of \$4,100.00 at the time of sale.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that the Chief Financial Officer be authorized to issue a check in the amount of \$31,598.71 to US Bank Cust for Pro Capital II, LLC, U.S. Bank TLSG, 50 S. 16th Street, Philadelphia, PA, 19102 for the redemption of Tax Sale Certificate No. 15-002.

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

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

RESOLUTION

Resolution No. 2017-78 - Professional Services Agreement – Bond Counsel

The following Resolution was introduced:

RESOLUTION NO. 2017 – 78

RESOLUTION AUTHORIZING THE AWARD OF NON-FAIR AND OPEN CONTRACT FOR TOWNSHIP PROFESSIONAL

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’s Chief Financial Officer has determined and certified in writing that the value of the acquisitions will not exceed \$17,500; and

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

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

WHEREAS, the Township professional set forth below has completed and submitted a Business Entity Disclosure Certification which certifies that the 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 professional from making any reportable contributions through the term of the contract; and

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

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

Andrea L. Kahn Bond Counsel One Year
McManimon, Scotland & Baumann, LLC
75 Livingston Avenue
Roseland, NJ 07068

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

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

RESOLUTION

Resolution No. 2017-79 - Amend Pro Servs Agr Res Update Appraisal Dalrymple Property

The following Resolution was introduced:

RESOLUTION NO. 2017 – 79

**AMENDING PROFESSIONAL SERVICES RESOLUTION 2016-62
AND AUTHORIZING ADDITIONAL APPRAISAL WORK BY
ROBERT F HEFFERNAN & ASSOCIATES**

WHEREAS, the Township of Kingwood previously authorized the services of Robert F. Heffernan & Associates to perform an appraisal of the Dalrymple property, Block 6 and Lots 26 and 26.01 in regard to a State of New Jersey Farmland Retention and Development Easement; and

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WHEREAS, the Township of Kingwood has determined that an update to the original appraisal for the amount of \$700.00 must be performed as set forth in August 2017 review correspondence from the State Agriculture Development Committee, attached as Exhibit A; and

WHEREAS, funds in the amount of \$700.00 are or will be made available for this purpose and will be certified by the Chief Financial Officer; 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, County of Hunterdon and State of New Jersey as follows:

1. Resolution No. 2016-62 is amended and Robert F. Heffernan & Associates is hereby authorized to perform an update to the original appraisal and file with the SADC in connection with the Dalrymple preservation project, Block 6 and Lots 26 and 26.01, as per the attached Exhibit A, for an amount not to exceed \$700.00.
2. This 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.

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

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

RESOLUTION

Resolution No. 2017-80 - National Suicide Prevention Awareness Month

The following Resolution was introduced:

RESOLUTION NO. 2017 – 80

NATIONAL SUICIDE PREVENTION AWARENESS MONTH

WHEREAS, suicide is a serious but preventable public health problem that can have lasting harmful effects on individuals, families, and communities; and

WHEREAS, nationally, suicide is the tenth leading cause of death overall and the second leading cause of death among Americans aged 10 to 34; and

WHEREAS, most recent data shows that in New Jersey there are 8.8 self-inflicted deaths per 100,000 people; and

WHEREAS, the best way to minimize risk of suicide is to learn about risk factors, recognize warning signs and take them seriously, and know how to respond to possibly save a life; and

WHEREAS, National Alliance on Mental Illness – Hunterdon Chapter (NAMI Hunterdon) is proud to partner with organizations like the Hunterdon County Department of Human Services, Division of Social Services and the Hunterdon County Mental Health Board to collaborate with other stakeholders, organizations and individuals to save lives; and

WHEREAS, local suicide prevention efforts including Hunterdon’s Stigma Free Task Force have been formed to raise awareness, eliminate stigma, promote suicide prevention as a public health issue and increase help-seeking behavior; and

WHEREAS, effective prevention strategies are needed to promote awareness of suicide while also promoting prevention, resilience, and a commitment to social change; and

WHEREAS, NAMI Hunterdon invites all residents of Hunterdon County to become educated about suicide and participate in National Suicide Prevention Awareness Month; and

WHEREAS, every Hunterdon citizen can play a role in bringing mental illness out of the shadows, and every Hunterdon resident deserves a chance to succeed and has a right to achieve his or her God-given purpose.

NOW, THEREFORE, the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey does hereby recognize September 2017 as **NATIONAL SUICIDE PREVENTION AWARENESS MONTH** throughout Kingwood Township and calls upon the citizens of this great Township to observe this month with appropriate programs, activities and ceremonies, and to take the NAMI Stigma-free Pledge to take action, know the signs, reach out and know that there is help and hope.

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

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

RESOLUTION

Resolution No. 2017-81 - Req. for Waiver to Serve Alc. Bev at KP

The following Resolution was introduced:

RESOLUTION NO. 2017 – 81

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

WHEREAS, the Italian American Heritage Club of Hunterdon County/1.A.H.C.H.C. Foundation has reserved the use of the pavilions and parking area at Kingwood Park to utilize for their “Annual Picnic” on September 23, 2017, rain date September 24, 2017; and

WHEREAS, the Italian American Heritage Club of Hunterdon County/1.A.H.C.H.C. has requested permission to serve alcoholic beverages during the Annual Picnic on September 23, 2017;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that a waiver is granted to the Italian American Heritage Club of Hunterdon County/1.A.H.C.H.C. to provide alcoholic beverages during the Annual Picnic on September 23, 2017 at the Kingwood Park pavilions, property located at 200 Union Road, known as Block 19 Lot 8 in Kingwood Township, New Jersey, based on the following conditions and requirements being met by the applicant:

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

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

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In addition, the applicant shall name the Township of Kingwood, PO Box 199, Baptistown, NJ 08803-0199 as an additional insured, and the Certificate of Insurance shall be submitted to the Township at least 30 days prior to the event. The Certificate of Insurance must specifically note that coverage is provided for Liquor Liability.

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

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

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

RESOLUTION

Resolution No. 2017-82 - Eagle Scout Joshua Snyder

The following Resolution was introduced:

RESOLUTION NO. 2017 - 82

WHEREAS, Kingwood Township Boy Scout Troop 251 of the Boy Scouts of America is a longstanding asset to our community, with a rich history of supporting the development of boys into productive, moral leaders in our society, and Troop 251 continues to undertake numerous service projects benefiting our residents and our Municipality; and

WHEREAS, on September 16, 2017, Boy Scout Joshua Snyder, a member of Troop 251 in Kingwood Township, New Jersey will be honored at a special Court of Honor ceremony to honor his achievement of Eagle Scout rank, Boy Scout's highest honor; and

WHEREAS, Josh Snyder joined scouting at six years of age as a Cub Scout, planning from the beginning to achieve the rank of Eagle Scout some day; and

WHEREAS, Josh Snyder served in his troop in a variety of leadership roles, including the election by his troop to the Order of the Arrow, where Josh is now a Brotherhood Member, and many other leadership positions, including the positions of Quartermaster, Patrol Leader and Senior Patrol Leader; and

WHEREAS, Josh's major community service project was to build a 12' by 24' picnic pavilion that includes a ramp and an Americans With Disabilities Act picnic table at Horseshoe Bend Park South; and

WHEREAS, upon his graduation from Delaware Valley Regional High School, Josh will attend college to study mathematics with the goal of becoming an actuary; and

WHEREAS, on September 16, 2017 a Court of Honor will be convened for the purpose of bestowing upon Josh Snyder the highest honor of scouting, after which, and for the rest of his life, Josh will carry the title of EAGLE SCOUT; and

WHEREAS, EAGLE SCOUT Josh Snyder has joined the ranks of a select fraternity of Eagle Scouts in our Nation, including Presidents, Elected Representatives, Clergymen, Doctors, Lawyers, Business and World Leaders.

NOW, THEREFORE, BE IT RESOLVED, on this 7th day of September, 2017, by the Mayor and Township Committee of the Township of Kingwood, that on behalf of the Governing Body and the residents of our community, we congratulate and honor with great pride,

EAGLE SCOUT JOSHUA SNYDER

BE IT FURTHER RESOLVED, that on behalf of a thankful community, we appreciate the work and support of Eagle Scout Joshua Snyder, parents, Scout Leaders and fellow Boy Scouts.

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

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

Deputy Mayor Dodds read aloud the Resolution to the public. Mayor Lubitz congratulated Josh Snyder and commented on the Order of Arrow. He noted that Kingwood Township has the highest number of Eagle Scouts in New Jersey.

NEW BUSINESS

Best Practices Checklist

Mayor Lubitz explained that over Governor Christie’s term in office, he has had published a list of Best Practices Checklist for municipalities. He noted this has found to be very helpful. The number of recommendations to this checklist, the township has tried to implement to the better of the township. This time we were not able to score enough points and are short two points. Mayor Lubitz explained this will mean a reduction in State Aid of approximately \$3,600. He noted the steps regarding bonuses and longevity. He recommends to fellow Committee Members to consider going with the Governor’s recommendations and the recommendations of the Best Practices Check List and to keep them in mind when negotiating the DPW Union Contract.

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The Township Committee reviewed and answered the questions the Township cannot answer “yes” on the list.

Price Quotations for Morton Building Storage Addition

The Township Committee reviewed the following quotes for the Morton Building storage addition.

Conestoga Buildings 202 Orlan Road New Holland, PA 17557	Total contract price -	\$25,987.00
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Pioneer Metal Roofing 716 South Route 183 Schuylkill Haven, PA 17972	Total contract price -	\$24,250.00
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Graber Supply LLC 491 Gap Newport Pike Atglen, PA 19310	Total contract price -	\$14,250.00
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It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to accept the proposal from Graber Supply LLC, 491 Gap Newport Pike, Atglen, PA for total amount to be purchased on the Morton Building storage addition in the amount of \$14,250.00.

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

Assembly Bill #3381 – Municipal Volunteer Program for Snow Removal

The Township Committee reviewed Assembly Bill #3381 – Municipal Volunteer Program for snow removal. They feel that this should be looked at closer if this becomes a law.

Discuss Horse Crossing Signs

Deputy Mayor Dodds noted a request has been submitted for a portion of the township where property owners are asking the township to put up horse crossing signs. He noted that there are signs up, which a horse organization purchased and provided to the township who put them up.

The Township Committee all agreed that anyone from the public requesting signs should come to a township meeting with a request and the township will then look for donations for the signs. Attorney R. Wenner noted that this may also need to be referred to the Township Engineer. Clerk MacConnell will write a response letter to the neighbors interested in the signs.

Parks & Recreation Committee – Recommendation on closing time for HBP Morton Building During Events

Deputy Mayor Dodds reviewed the current wording in the Horseshoe Bend Park Use of Facilities Agreement for the Morton Building. **Vacating Premises:** All events on Friday and Saturday evenings are to end no later than 12 midnight, and premises are to be vacated no later than 1:00 AM.

He explained that the Parks and Recreation Committee would like to get approval from the Township Committee to change the agreement wording to: **Vacating Premises:** All events Sunday through Thursday evenings are to end no later than 10:00 PM, and premises are to be vacated no later than 11:00 PM.

Mayor Lubitz asked if this would be the same change in the agreement for the Kingwood Park Pavilion. The Township Committee recommended this be taken back to the Parks and Recreation Committee to discuss closing time and vacating time for the Kingwood Park Pavilion before changing the wording for the park agreements.

Letter from Township Clerk re: Retirement

Mayor Lubitz reviewed a letter of retirement from Township Clerk, Mary MacConnell. He noted that with great personal regret and also with an enormous happiness for Mary MacConnell, who has served the Township of Kingwood so well over so many years. The Township Committee wishes her well. She plans to retire on December 31, 2017.

Mayor Lubitz noted that Clerk, Mary MacConnell has agreed to assist in interviews for the position along with spending a month or two orienting the position with the new person hired for the duties of the Municipal Clerk of the township. He stated that no one could ever replace Mary MacConnell.

Deputy Mayor Dodds stated the township cannot say enough nice things about Mary MacConnell and thanked her for all she has done.

Mayor Lubitz noted the sooner we start with the search for a new Township Clerk the better the township will be. Committeeman Ciacciarelli noted that it would be a good idea to contact the League of Municipalities for available certified clerks. Mayor Lubitz asked Mary MacConnell to contact the Clerk's Associations to find clerks that are active clerks and have the qualifications. He feels that the township should look for someone with the proper qualifications. He asked Mary MacConnell to check with the Hunterdon County Clerk's Association and reach out to them.

Attorney R. Wenner stated that the Township Committee has the authority and the ability to authorize an Acting Municipal Clerk, who does not hold a certificate and is qualified. He noted they have the ability to appoint someone for one year until they are certified and during that time they can request an extension if necessary. Mayor Lubitz noted they should come up with a description of what they would like in a Township Clerk for the township.

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Mayor Lubitz noted they will start their search this coming Tuesday evening for someone to replace Clerk MacConnell as the Township Clerk.

OLD BUSINESS

PennEast Pipeline

Deputy Mayor Dodd reported (FERC) Federal Energy Regulatory Commission now has a full board of members, therefore, they can now vote any time on the Penn East application.

Long Term Future of Email & Website – Proposal from Aptiris

C.F.O. Diane Laudenbach explained she was contacted by a company called Revise. She noted she will be reviewing a sample from them next Friday and possibly getting a proposal. They do not work on e-mails only websites. The Township Committee reviewed the following proposals received from Aptiris, Inc. and the Delaware Valley Regional High School.

Maureen Synchronick, Stompf Tavern Road commented and gave her opinion on the proposals discussed.

Regulating Pet Stores

There were no comments.

Renovations to Municipal Building

Deputy Mayor Dodds reported the DPW Supervisor will be giving an idea of the cost to repair the ramp and handrails at the Municipal Building.

NJDEP Stormwater Management – Municipal Permit

The Township Committee reviewed the tax maps provided by C.F.O. Diane Laudenbach. She stated the retention basins are marked on the tax maps, which she counted the amount throughout the township. There was a discussion regarding the inspections that will need to be done each year.

NJDOT State Aid Programs

Deputy Mayor Dodds noted speaking with Engineer T. Decker who is working on an application for Ridge Road Section II.

MINUTES

August 3, 2017 Regular Meeting Minutes

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It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to approve the August 3, 2017 Regular Meeting Minutes for the Township Committee.

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

Mayor Lubitz wanted the public to hear the history regarding a decade of old minutes that have never been prepared and approved. He stated our predecessors the Township Committee did not approve minutes, which were from a decade ago. The Township Committee have been going over these minutes, one by one, trying to approve them. He explained the reasons why it is important to approve the minutes. He explained that when a Township Committee does not approve minutes, then they are not available for the public.

Mayor Lubitz noted that Deputy Clerk C. Keller has been working on the bulk of the old minutes along with the current minutes. He asked how many meeting minutes need to be worked on to be completely done with the list. Deputy Clerk C. Keller noted there are 12 meetings left to work on for the year 2001. These minutes are Township Committee meetings from the years 2001 - 2005 for the regular, special and executive sessions.

Attorney R. Wenner noted that approving the executive session minutes doesn't mean they are available for the public, once the need of confidentiality does not exist.

July 16, 2001 Regular Meeting Minutes

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to approve the July 16, 2001 Regular Meeting Minutes for the Township Committee.

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

July 16, 2001 Executive Session Minutes

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to approve the July 16, 2001 Executive Session Meeting Minutes for the Township Committee.

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

Letter from the NJDEP – Re – MEL

Committeeman Ciacciarelli noted that the Bureau of Radiological Protection sent a letter to the township in response to the township's letter of May 22, 2017. This letter was requesting clarification of the materials that are allowed on the site, what spills have occurred, and what is the disposal criteria schedule for any materials that are on the site. He reviewed their letter, which was basically an apology for getting back to the township as the letter was lost. He noted they requested more information clarifying what the township has asked for in their letter of May 22, 2017. He noted he will be in contact with them to discuss the details of what the township is requesting.

Church Property – Horseshoe Bend East

Deputy Mayor Dodds reviewed the history of the remediation, which took place at the Church property on Horseshoe Bend Road. He noted that the property is now determined cleaned up and completed.

COAH

Mayor Lubitz gave an update on (COAH) Council on Affordable Housing. Judge Miller's Order has been to extend immunity through January 31, 2018 for all municipalities in Hunterdon/Somerset/Warren with the exception of Raritan Boro (Somerset) and Branchburg.

EXECUTIVE SESSION – RESOLUTION NO. No. 2017-83

The following Resolution was introduced to enter into closed session at approximately 8:47P.M.:

RESOLUTION NO. 2017 - 83

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:

Personnel - Teamsters Local Union
Zoning Violations – Moskal Bl 8 L 16, Accurate Waste Systems Bl 17 L 8

The time when the circumstances under which the discussions conducted in closed session of this public body can be disclosed to the public is as follows:

The minutes of the closed session will be made public upon conclusion, dismissal or settlement of litigation; or final resolution of agreements or personnel matters; and in any event, when appropriate pursuant to N.J.S.A. 10:4-7 and 13.

3. This resolution shall take effect immediately.
4. The Township Committee may take additional action upon returning to regular session.

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

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

RETURN TO REGULAR SESSION

The Township Committee returned to regular session at 9:08P.M.

ADJOURNMENT

It was moved by Mr. Dodds, seconded by Mr. Ciacciarelli and carried to adjourn the meeting at 9:09P.M. All voted **Aye** on **Roll Call Vote**.

Respectfully submitted,

Cynthia L.Keller
Deputy Clerk, RMC