

KINGWOOD TOWNSHIP COMMITTEE

Regular Meeting Agenda

November 1, 2018 – 7:00PM

Call to Order

Pledge of Allegiance

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

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

Roll Call

Public Comment – Privilege of the Floor

Correspondence

Letter from NJ Historic Trust – Grant for William Lindsay White House – **Resolution No. 2018 – 136** Requesting Approval of Items of Revenue and Appropriation NJS40AA:4-87
Memo from HC Board of Freeholders- Seeking Resources to Combat Emerald Ash Borer/Insect Infestations
Raritan Headwaters 29th Annual Watershed-Wide Stream Cleanup – Saturday, April 13, 2019
Letter from Superior Court of New Jersey – 2018-2019 Annual Visitation of Kingwood Court

Bills and Claims

Approve Payment to Oasis Studios for Kingwood Twp. Clean Communities Items - \$459.75 for (46) Clean Communities Logo T-Shirts and Hooded Sweat Shirts

Reports

Emergency Management Coordinator – October 2018
Animal Control Solutions – Report of September 2018
Budget Status Report of November 2018
Court Report of September 2018
Construction Department Reports – Fee/Permit Logs of October 2018
Engineer’s Report of October 2018
Monthly Time Logs – October 2018 - Secretary of Boards/Committees
NJSP Report of October 2018
Tax Collector Report for October 2018
Zoning Official Report for October 2018
Township Committee Liaison Monthly Reports

Regular November 1, 2018 Agenda Continued

Future Meetings and Activities

- November 3** - Ident-a-Shred County Complex/314 Rt. 12, 9am – 12pm
- November 6** - General Election – Vote - Kingwood Twp. Fire House Rt. 519 6am-8pm
- November 10** - Electronic Collection – 314 Rt. 12 County Complex 9:00am-1:00pm
Saturday Recycling at DPW Garage 255 Union Rd. – 9:00am – 12:00noon
- November 17** - Hazardous Cleanup – 314 Rt. 12 County Complex 9:00am-1:00pm
- Nov 22&23** - Municipal Offices Closed for Thanksgiving Holiday
- December 6** - Regular Township Committee Mtg. 7:00PM – Municipal Building

Ordinances

Ordinance No. 19-19-2018 An Ordinance to Acquire 101 Byram Lane from Fuehrer (FEMA Property) – Introduction to Pass on First Reading

Ordinance No. 19-20-2018 An Ordinance to Mandate Direct Deposit for Municipal Employees - Public Hearing and Final Adoption

Ordinance No. 19-21-2018 An Ordinance Regulating the Importation of Fill into the Township - Public Hearing and Final Adoption

Resolutions

- Resolution No. 2018 –122** Authorize for the Purchase of Fuel Oil- HC Education Services
- Resolution No. 2018 –123** Refund for One Day Use of the Morton Bldg. to Carole Doerr
- Resolution No. 2018 –124** Reimbursement of Security Deposit – Carole Doerr
- Resolution No. 2018 –125** Appointing Fund Commissioner for Local Unit for Year 2019
- Resolution No. 2018 –126** Appointing Risk Management Consultant/Approve Agreement 2019
- Resolution No. 2018 –127** Amending Employee Handbook and Personnel Policy
Manual/Employee Discipline Policy
- Resolution No. 2018 –128** Joint Res. Delaware & Kingwood Twps.-Appreciating DRC Tow
Path Clean-Up
- Resolution No. 2018 –129** Amending Employee Handbook and Personnel
Policy Manual/Sick Leave Policy
- Resolution No. 2018 –130** Cancellation of Certificate of Sale – TTL 18-007, B1 37, L 10.01
- Resolution No. 2018 - 131** Transfer Resolution

New Business

- Shredding Quotations – 1 Day Shred Event
- Approve Raffle License No. 2018 -04 for a 50/50 Raffle from Del Val Jr. Terriers for Jan 29, 2019
- Authorize Credit Application - F & S Tire Corp., Inc.
- Memo from M. Bobrowski – Responsibilities of Municipal Governments to Distribute Animal
Cruelty Materials to Each Person Licensing a Dog
- Animal Cruelty Officer for Township
- Limitation of Animals/Draft Ordinance
- Vacating Picnic Grove Road – Discussion on Draft Ordinance
- Application to NJDOT – Ridge Road Section Two / **Resolution No. 2018 – 132** Approval
to Submit a Grant Application/Execute A Grant Agreement with the NJDOT for the Ridge
Road Section Two Improvement Project

Regular November 1, 2018 Agenda Continued

New Business Continued

Approve to Close Municipal Office – November 16th, 2018 – Record Inventory at DPW
Citizen Leadership Form – Stephen Harris / Appointment to Planning Board Alt. #1
Citizen Leadership Form – Lindsay Napolitano / Appointment to Agricultural Committee
Floor for Turnout Building – Horseshoe Bend Park

Old Business

PennEast Pipeline
Best Practices List Review
Renovations - Municipal Building
DeRewal Site Parking- Update
Consolidation of Courts – Letter from Mayor of Milford Boro
Electronic Transfer Payments
Appointment to Acting/Temporary Court Administrator – Kingwood/Milford Court- **Resolution No. 2018 – 133** Acting/Temporary Court Administrator for Kingwood/Milford Shared Court
Animal Control Solutions Contract Agreement for One Year 2019

Minutes

October 4, 2018 Regular Meeting
October 4, 2018 Executive Session
October 22, 2018 Special Meeting
October 22, 2018 Executive Session

Executive Session – Resolution No. 2018 – 134

Attorney Client Privilege - Block 8 Lot 2, 457 Oak Grove Road
Discuss Single Family Dwelling/Air B&B
Personnel - DPW Laborer Position/Salaries for 2018 – 2019
Discuss Expenses/Mileage Reimbursement
Introduce Employee Evaluations 2019

Return to Regular Session

Resolution - Appointment – Department of Public Works Laborer

Adjournment

PLEASE NOTE THIS AGENDA IS SUBJECT TO LAST MINUTE CHANGES

November 1, 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 Synick, 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.

PUBLIC COMMENT – PRIVILEGE OF THE FLOOR

Thomas Bonos, 155 Byram Lane – Severe Repetitive Loss Properties

Mr. Thomas Bonos came to speak to the Township Committee regarding his home and property located at 155 Byram Lane, which has had severe repetitive loss from prior flood damage. He explained he had lengthy conversation with the State regarding the FEMA Grant Program, he now feels it is up to the township. Attorney K. Campbell noted speaking to representatives from the State and explained to Mr. Bonos if there was another flood, they would most likely not cover him for the damages. She explained the restrictions, and noted she will look into this further regarding agricultural use. Mr. Bonos was instructed to contact the Township Attorney.

CORRESPONDENCE

Letter from NJ Historic Trust – Grant for William Lindsay White House – Resolution No. 2018 – 136 Requesting Approval of Items of Revenue and Appropriation NJS 40AA:4-87

Mayor Dodds reviewed the letter from NJ Historic Trust.

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2018 - 136
REQUESTING APPROVAL OF ITEMS OF REVENUE AND
APPROPRIATION
NJS 40AA:4-87

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Kingwood in the County of Hunterdon New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2018 in the sum of \$30,000.00, which is now available from the New Jersey Historic Trust in the amount of \$30,000.00; and

BE IT FURTHER RESOLVED, that the like sum of \$30,000.00 is hereby appropriated under the caption New Jersey Historic Trust; and

BE IT FURTHER RESOLVED that the above is the result of funds from the New Jersey Historic Trust in the amount of \$30,000.00.

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

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

Memo from HC Board of Freeholders- Seeking Resources to Combat Emerald Ash Borer/Insect Infestations

Mayor Dodds reviewed the memo and resolution adopted by the Board of Chosen Freeholders, seeking resources from Governmental organizations to combat the Emerald Ash Borer/Insect Infestations.

Raritan Headwaters 29th Annual Watershed-Wide Stream Cleanup – Saturday, April 13, 2019

Mayor Dodds reviewed the letter from Raritan Headwaters regarding the 29th Annual Watershed-Wide Stream Clean-up to be on Saturday, April 13, 2019.

Letter from Superior Court of New Jersey – 2018-2019 Annual Visitation of Kingwood Court

Mayor Dodds reviewed.

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 **\$1,813,383.15** 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

Approve Payment to Oasis Studios for Kingwood Twp. Clean Communities - \$459.75 for (46) Clean Communities Logo T-Shirts and Hooded Sweat Shirts

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to approve payment to Oasis Studios for (46) Kingwood Twp. Clean Communities Logo T-Shirts and Hooded Sweat Shirts in the amount of \$459.75.

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

REPORTS

Emergency Management Coordinator – October 2018

EMC, Irving MacConnell reported the problems on the roads with all the rain water. He suggested that all the municipal gutters be cleaned. He will be attending a meeting with several representatives from Lambertville and Delaware Township. They will be discussing situations when there are high levels of water along the river and the best way to notify the public of the dangers if entered. They are looking into putting mile markers up along the river on both sides to identify where a person would be located in case of an emergency. Jack MacConnell reviewed the bicycle race, which took place on Saturday, October 13th at the Horseshoe Bend Park, which went very well and noted there was only one injury. He wanted to thank all the volunteers who helped on that day.

There was a discussion regarding closing the Horseshoe Bend Park either early in the day or an entire day due to the high winds for the safety of the public. The Township Committee discussed the best way to notify those interested before they head out to the park. A plan will be presented to the Parks and Recreation Committee to discuss a policy change.

- Animal Control Solutions – Report of September 2018
- Budget Status Report of November 2018
- Court Report of September 2018
- Construction Department Reports – Fee/Permit Logs of October 2018
- Engineer’s Report of October 2018
- Monthly Time Logs – October 2018 - Secretary of Boards/Committees

REPORTS CONTINUED

- NJSP Report of October 2018
- Tax Collector Report for October 2018
- Zoning Official Report for October 2018
- Township Committee Liaison Monthly Reports

Mayor, Richard Dodds, Parks and Recreation Liaison

Reported on the Parks and Recreation regarding a representative from the Kingwood Recreational Soccer League who was present at their last meeting and suggested something be done to the Kingwood Park soccer fields, as they were unable to play this summer due to the extreme saturated fields. The Soccer League would like to raise funds to improve the fields. Mayor Dodds spoke to the township engineer regarding prices for improvements, which he will share with the Parks and Recreation Committee at their next meeting.

Deputy Mayor, Thomas Ciacciarelli, DPW/Office Liaison

Reported the new tractor has been ordered for the Department of Public Works. He noted there will be a discussion on the manpower for the DPW later in the meeting.

Committeewoman, Maureen Syrnick, Environmental Commission Liaison

Reported there is not much happening with the Environmental Commission at this time. She also mentioned there was not much new discussed at the Open Space/Ag Committees recent meeting.

FUTURE MEETINGS AND ACTIVITIES

Mayor Dodds reviewed as per the agenda.

ORDINANCES

ORDINANCE NO. 19-19-2018 AN ORDINANCE TO ACQUIRE 101 BYRAM LANE FROM FUEHRER (FEMA PROPERTY) – Introduction on First Reading

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

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to introduce on first reading **ORDINANCE NO. 19-19-2018 AN ORDINANCE TO ACQUIRE 101 BYRAM LANE FROM FUEHRER (FEMA PROPERTY).**

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, December 6, 2018 at a meeting beginning at 7:00 P.M. at the municipal building.

ORDINANCE

ORDINANCE NO. 19-20-2018 AN ORDINANCE TO MANDATE DIRECT DEPOSIT FOR MUNICIPAL EMPLOYEES - VOL. 19, PG. 19-20-2018 - Public Hearing and Final Adoption

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

This Ordinance was introduced and adopted on first reading at a meeting of the Kingwood Township Committee on the 4th day of October, 2018. The Ordinance was published in the Hunterdon County Democrat on October 11, 2018 and has been posted in the Kingwood Township Municipal Building on October 5, 2018. Copies of the Ordinance have been available for inspection by the public since October 5, 2018.

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

Public comments: There were no comments.

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

ORDINANCE NO. 19-20-2018

AN ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY, TO MANDATE DIRECT DEPOSIT FOR MUNICIPAL EMPLOYEES BY THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY, PURSUANT TO N.J.S.A. 52:14-15f

WHEREAS, P.L. 2013 c. 28, authorizes local governments to mandate direct deposit for certain governmental employees effective after July 1, 2014; and

WHEREAS, P.L. 2013 c. 28 permits governing bodies to grant exemptions on such terms and conditions as they deem necessary.

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

Section 1. All full-time employees and elected public officials who receive compensation from the Township of Kingwood are mandated to have direct deposit of their compensation as of January 1, 2019 in accordance with Chapter 28 P.L. 2013, as defined under N.J.S.A. 52:14-15f(b).

Section 2. Seasonal and temporary employees who are employed by the Township of Kingwood are exempt from the direct deposit mandate.

Section 3. Municipal employees may request, in writing, an exemption from the direct deposit mandate to the Township of Kingwood CFO. Such requests will be presented to the Township Committee at the next regularly scheduled meeting of the Township Committee after the request is received by the Township CFO. The Township Committee may grant such an exemption by Resolution and for good cause.

Section 4. If any Section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to the Section, paragraph, subdivision, clause or provision so adjudged and the remainder of the Ordinance shall be deemed valid and effective.

Section 5. All ordinances or parts of ordinances inconsistent with or in conflict with this Ordinance are hereby repealed to the extent of such inconsistency.

Section 6. This Ordinance shall take effect after final passage, adoption and publication according to law.

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

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

ORDINANCE

ORDINANCE NO. 19-21-2018 AN ORDINANCE REGULATING THE IMPORTATION OF FILL INTO THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON AND STATE OF NEW JERSEY- VOL. 19, PG. 19-21-2018 - Public Hearing and Final Adoption

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

This Ordinance was introduced and adopted on first reading at a meeting of the Kingwood Township Committee on the 4th day of October, 2018. The Ordinance was published in the Hunterdon County Democrat on October 11, 2018 and has been posted in the Kingwood Township Municipal Building on October 5, 2018. Copies of the Ordinance have been available for inspection by the public since October 5, 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 comments.

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

ORDINANCE NO. 19-21-2018

AN ORDINANCE REGULATING THE IMPORTATION OF FILL INTO THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON AND STATE OF NEW JERSEY

WHEREAS, the Township of Kingwood does not have a public water system and the residents rely exclusively upon the ability to use high quality groundwater extracted by private wells from the aquifers underlying Kingwood Township for potable water; and

WHEREAS, the Township of Kingwood contains numerous surface water bodies, including Class One trout production and maintenance streams and protection of surface water resources is critical to the protection of reliable, long-term, dependable yield and high quality of the ground water resources; and

WHEREAS, the importation and/or use of fill material that has not been verified to be free of contaminants in concentrations in excess of standards adopted by the New Jersey Department of Environmental Protection represents a threat to the surface and ground waters within Kingwood Township; and

WHEREAS, the New Jersey Department of Environmental Protection (NJDEP) Site Remediation Program (SRP) fill guidance is applicable to only those properties or sites with defined areas of concern (AOCs) and use of fill materials at all other properties and sites are not subject to the SRP.

WHEREAS, the purpose of this chapter is to protect the health, safety and welfare of persons and property within Kingwood Township by requiring permitting which seeks to create safeguards involving importation and/or use of fill material within the Township, and

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

SECTION 1:

The Revised General Ordinances of the Township of Kingwood are amended by the addition of Chapter 75B, Fill Importation and Placement, to read as follows:

§75B-1 - PURPOSE

The purpose of this chapter is to create regulations governing the importation and use of fill material within Kingwood Township.

§75B -2 - DEFINITIONS

FILL MATERIAL

Fill material, whether used separately or together, and whether used on or below the existing or finished grade. includes dirt, stone, gravel, humus, clay, loam, rock, limonite, mulch, all items included in the NJDEP Fill Material Guidance For SRP Sites dated April 2015 (Version 3.0) and any subsequent addendum or replacement therefore, which is incorporated herein by reference, and any other natural or manmade material intended or used to fill a void or empty space in the ground or to supplement or raise the existing or modified grade of the ground surface.

APPLICANT

The person requesting a permit authorizing the importation or use of fill material as provided for in this article.

PERSON

The legal or beneficial owner or owners of a lot or any land proposed to be included in a soil or fill importation or placement operation, including the holder of an option or contract to purchase, or other person with an enforceable proprietary interest in such land and the explicit right to apply for and/or conduct activities described in this chapter.

LOT

Shall have the same definition as set forth in Section 115-3 of the Kingwood Township Code.

§75B-3 - PERMIT REQUIREMENTS

- A. Except as otherwise expressly provided Section 75B-5 of this ordinance, it shall be unlawful for any person, corporation or agent to import any fill material into or use any fill material within the Township without first obtaining a permit. The provisions of this chapter shall be administered and enforced by the Zoning Officer of the Township of Kingwood. In no case shall a permit be granted for the importation or use of fill material if the importation or use thereof would be in violation of any provision of this chapter. The Zoning Officer shall have a period of 30 (thirty) days from receipt of a complete application within which to issue or deny the permit. Each permit issued under the terms of this article shall be valid only for the location described in the permit and for a period of one (1) year from the date of issuance.
- B. All applications for a permit for the importation of fill into Kingwood Township shall be on an application form provided by the Township Zoning Officer, which shall require, at a minimum, the submission of the following information:
 - 1. A drawing of the proposed area of usage of the imported fill material;
 - 2. The boundary line of the whole tract of land within which the proposed fill material will be placed;
 - 3. Details of the proposed usage of the imported fill material, including the nature of the proposed fill material, its source and the quantity proposed for importation and/or usage;
 - 4. Certification that current taxes have been paid for the premises;
 - 5. Written consent of the owner of the property upon which the use of the imported fill material is proposed;

6. The location, including street address and lot and block number of the property from which the fill material proposed for importation will originate;
7. Written certification of the laboratory analytical results demonstrating that the proposed fill material satisfies the requirements of Section 75B-4 of this ordinance;
8. It shall be a condition of any permit granted pursuant to this chapter that the enforcing officer is granted an irrevocable license for access to the proposed importation and/or fill operation and any fill sources located within Kingwood Township at all times during the duration of the permit;
9. A permit fee of \$75.00.

§75B-4 - PROOF OF COMPLIANCE WITH CLEAN FILL CRITERIA

Any fill material that is proposed to be deposited within the Township, whether such fill material originates from sources outside or sources within the Township, must be sampled at the source and analyzed in accordance with the NJDEP Fill Material Guidance For SRP Sites dated April 2015 (Version 3.0), and any subsequent addendum or replacement therefore, by a state certified analytical laboratory and certified as clean fill.

- A. All expenses connected with such testing are to be borne by the recipient of the proposed fill material.
- B. Approval or rejection of any proposed fill material shall be made by the Zoning Officer in accordance with this article and any additional rules or regulations it may from time to time enact.

§75B-5 - EXEMPTIONS

The following activities shall be exempt from the provisions of this ordinance:

- A. Importation and use of fill material for septic installation and/or repair certified to be Select Fill by a New Jersey Licensed Engineer;
- B. Importation and use of material purchased in consumer packaging or in bulk from a retail or wholesale facility (e.g. mulch, sand or gravel from a home improvement center or nursery);
- C. Importation or use of material purchased from a duly licensed quarry or mine and certified as licensed quarry/mine material by such quarry or mine as provided in the NJDEP Fill Material Guidance For SRP Sites dated April 2015 (Version 3.0); and
- D. The reuse of fill material excavated from a lot elsewhere within the boundaries of that lot.

§75B-6 - ENFORCEMENT AND INSPECTION

The Zoning Officer is designated as the officer responsible for enforcing the provisions of this ordinance. It shall be the duty of the Zoning Officer to make physical inspections in connection with any application for a permit or renewal permit hereunder and, in addition, at least one other physical inspection at an interval of approximately three months following approval of the application. It shall be the duty of the Zoning Officer or his duly authorized assistants to cause any plans or premises to be inspected or examined and to order, in writing, the remedying of any conditions found to exist in violation of any provision of this chapter, and he/she shall have the right to enter any premises during the daytime in the course of his duties.

§75B-7 - ROADS TO BE KEPT CLEAR

No person engaging in activities permitted under this ordinance shall allow or permit any dangerous condition to result from the transportation of fill on any public road or highway. The public roads or highways in close proximity to the permitted area shall be kept clear of loose dirt. In the event of any violation of this section exists, the Township shall be authorized to rectify the situation, and the cost of such work will be borne by the applicant. The same will apply to drift onto roads passing through or adjoining the site area. In no event shall said roads be closed, destroyed or made impassable in any way.

§75B-8 - NONTRANSFERABILITY OF PERMIT

The permit issued under this chapter is not transferable, and the holder of the permit shall be solely responsible for the provisions specified in this chapter.

§75B-9 - REJECTION OF APPLICATION; HEARING

Should the Zoning Officer reject the application, the applicant may request a hearing by making written request to the Township Committee, which hearing shall be held within thirty (30) days after the first Township Committee meeting at which the request was received.

§75B-10 - APPEALS

Appeals from all decisions of an Administrative Agent appointed pursuant to this Ordinance shall be filed in writing with the Court.

§75B-11 – VIOLATIONS AND PENALTIES

Any person who violates any provisions of this article shall pay the required fees in connection with the permit as outlined herein, plus all costs associated with having the material tested, plus a cost of \$5.00 for each and every cubic yard of material that has been imported without a permit, as determined by the Zoning Officer. Such person shall also be liable to a fine of not more than \$5,000 for each occurrence. Every day in which such violation continues after due notice has been served shall constitute a separate violation or offense.

SECTION II

If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions, thereof.

SECTION III

All Ordinances or parts of Ordinances inconsistent herewith are repealed to such inconsistencies.

SECTION IV

This Ordinance may be renumbered for codification purposes.

SECTION V

This Ordinance shall take effect upon passage and publication according to law, and filing with the Hunterdon County Planning Board.

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

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

RESOLUTIONS

Resolution No. 2018 –122 Authorize for the Purchase of Fuel Oil- HC Education Services

The following Resolution was introduced:

RESOLUTION NO. 2018 - 122

AUTHORIZING PURCHASES FROM GRIFFITH - ALLIED OIL THROUGH THE HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION

WHEREAS, Kingwood Township has a need for certain goods and services that are offered through cooperative purchasing with the Hunterdon County Educational Services Commission (“HCESC”); and

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

WHEREAS, the Township of Kingwood, by way of Resolution 2009-24, authorized the entry of the Township as a member of the Hunterdon County Educational Services Commission, which membership has been accomplished; and

WHEREAS, the Township of Kingwood desires to purchase fuel oil, diesel fuel and gasoline through the Hunterdon County Educational Services Commission.

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

The Township of Kingwood, as a member of the Hunterdon County Educational Services Commission, hereby authorizes the purchase of fuel oil, diesel fuel and gasoline from the low bidder for these items, Griffith - Allied Oil, 25 Old Camplain Rd., Hillsborough, NJ 08844 per the bid amounts set forth in correspondence from the Hunterdon County Educational Services Commission dated October 8, 2018 attached hereto and made a part hereof as Exhibit A.

2018 – 302

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 –123 Refund for One Day Use of the Morton Bldg. to Carole Doerr

The following Resolution was introduced:

RESOLUTION NO. 2018 – 123

**REFUND FOR USE OF MORTON BUILDING AT
HORSESHOE BEND PARK**

WHEREAS, Carole Doerr Allen rented the Morton Building facility at the Horseshoe Bend Park on Horseshoe Bend Road for a dog club event on October 9, 10, 11, 2018 and

WHEREAS, Carole Doerr Allen was denied full access to the Morton Building on October 10th due to cheer mats covering the floor of the Morton Building the Township of Kingwood is returning to Carole Doerr Allen one day facility use fee of \$184.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey to authorize the Chief Financial Officer of the Township of Kingwood to return the amount of \$184.00 refund for compromised use of the Morton Building by Carole Doerr Allen on October 10, 2018.

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 –124 Reimbursement of Security Deposit – Carole Doerr

The following Resolution was introduced:

RESOLUTION NO. 2018 – 124

REIMBURSEMENT FOR SECURITY DEPOSIT

2018 – 303

WHEREAS, Carole Doerr Allen rented the Morton Building facility at the Horseshoe Bend Park on Horseshoe Bend Road for a dog club event on October 9, 10, 11, 2018; and

WHEREAS, the Township of Kingwood requested a security deposit from the Carole Doerr Allen for the event on October 9, 10, 11, 2018 in the amount of \$315.00; and

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

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey to authorize the Chief Financial Officer of the Township of Kingwood to return the amount of \$315.00 security deposit to the Carole Doerr Allen.

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 –125 Appointing Fund Commissioner for Local Unit for Year 2019

The following Resolution was introduced:

RESOLUTION NO. 2018 - 125

RESOLUTION APPOINTING FUND COMMISSIONER

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that Cynthia L. Keller is hereby appointed as the Fund Commissioner for the Local Unit for the year 2019; and

BE IT FURTHER RESOLVED that Thomas Ciacciarelli is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the year 2019; and

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

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

2018 – 304

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

RESOLUTION

Resolution No. 2018 –126 Appointing Risk Management Consultant/Approve Agreement 2019

The following Resolution was introduced:

RESOLUTION NO. 2018 - 126

RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT

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

WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the “Fund”; and

WHEREAS, the Local Unit has complied with relevant law with regard to the appointment of a Risk Management Consultant; and

WHEREAS, the “Fund” has requested its members to appoint individuals or entities to that position; and

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

1. The Township of Kingwood hereby appoints USI Insurance Services as local Risk Management Consultant.
2. The Mayor and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant’s Agreement for the year 2019 in the form attached hereto.

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 –127 Amending Employee Handbook and Personnel Policy Manual/Employee Discipline Policy

The following Resolution was introduced:

RESOLUTION NO. 2018 - 127

A RESOLUTION AMENDING THE KINGWOOD TOWNSHIP EMPLOYEE HANDBOOK

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

WHEREAS, the Township Committee desires to amend the Employee Handbook and Personnel Policies and Procedures Manual by amending the Computer, Electronic Mail and Internet Guidelines, Work Product Ownership, Municipal Work Outside of Municipal Building, Employee Discipline Policy and Discipline Action Procedure; and

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

- Computer, Electronic Mail and Internet Guidelines**
- Work Product Ownership**
- Municipal Work Outside of the Municipal Building**
- Employee Discipline Policy**

A copy of the policies are attached.

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 –128 Joint Res. Delaware & Kingwood Twps.-Appreciating DRC Tow Path Clean-Up

The following Resolution was introduced:

RESOLUTION NO. 2018 - 128

**JOINT RESOLUTION BETWEEN DELAWARE AND KINGWOOD TOWNSHIPS
APPRECIATING THE DELAWARE AND RARITAN CANAL TOW PATH CLEAN-UP AND
THE WORK OF STEPHANIE FOX**

WHEREAS, Delaware and Kingwood Townships are located along the Wild and Scenic portions of the Delaware River; and

2018 – 306

WHEREAS, the Delaware River is a source of drinking water for thousands of New Jersey residents; and

WHEREAS, the Delaware River draws people from across the country to visit its historic features and recreate in its waters and along its shores; and

WHEREAS, the visiting public can from time to time forget to properly handle their garbage; and

WHEREAS, On September 15, 2018, Delaware and Kingwood Townships held their first joint clean-up of the Delaware and Raritan Canal Tow Path between the two municipalities covering a total of 9.6 miles of the Tow Path; and

WHEREAS, over 90 people participated, including individuals and groups of Cheerleaders, Boy and Girl Scouts, and families, resulting in the collection of approximately 53 bags of trash, 35 bags of recycling and various other items; and

WHEREAS, Stephanie Fox organized the participation of the New Jersey Department of Environmental Protection - Parks and Forestry Division and coordinated park staff along **the Tow Path**.

NOW THEREFORE BE IT RESOLVED that Delaware and Kingwood Townships truly appreciate the hard work and determination of **Stephanie Fox** in all the efforts she made to make this event successful.

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 –129 Amending Employee Handbook and Personnel Policy Manual/Sick Leave Policy

The following Resolution was introduced:

RESOLUTION NO. 2018 - 129

A RESOLUTION AMENDING THE KINGWOOD TOWNSHIP EMPLOYEE HANDBOOK

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

WHEREAS, the Township Committee desires to amend the Employee Handbook and Personnel Policies and Procedures Manual by amending the Sick Leave Policy; and

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

Sick Leave Policy

Copy of the policy is attached.

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 –130 Cancellation of Certificate of Sale – TTL 18-007, B1 37, L 10.01

The following Resolution was introduced:

RESOLUTION NO. 2018 – 130

**RESOLUTION AUTHORIZING CANCELLATION
OF MUNICIPAL CERTIFICATE OF SALE**

WHEREAS, the following Certificate of Sale:

TTL 18-007 – Block 37, Lot 10.01

was issued to the Township of Kingwood for delinquent taxes at a tax sale held on June 27, 2018 and

WHEREAS, the Township has received the redemption amount of \$74.34 from the property owner for the redemption on the above Tax Title Lien.

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 Mayor and Municipal Clerk of the Township of Kingwood, County of Hunterdon and State of New Jersey are hereby authorized to endorse the above Certificates of Sale for cancellation.

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 - 131 Transfer Resolution

The following Resolution was introduced:

RESOLUTION NO. 2018 - 131

2018 BUDGET APPROPRIATION TRANSFERS

BE IT RESOLVED, by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey, that the Chief Financial Officer be authorized to make the following transfers within the 2018 Budget Appropriations:

FROM ACCOUNT	TO ACCOUNT	AMOUNT
Streets & Roads – S/W	Vehicle Maintenance – O/E	1500.00
Planning Board – O/E	Fair Share Housing Plan – S/W	225.00
Planning Board – O/E	Fair Share Housing Plan – O/E	2000.00

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

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

NEW BUSINESS

Shredding Quotations – 1 Day Shred Event

Deputy Clerk, Michele Tipton Walters reviewed the following quotations for a one day shred event to be held during the week.

Company	1 Day Community Event – 3 Hour	Municipal Purge – 375 lbs.
Assure Shred	\$675.00 Total \$225.00/hour	\$67.50/12 Boxes = \$405.00/75 Boxes
Security Shred	\$525.00 Total \$175.00/hour (up to 10,000 lbs.)	\$72.00/12 Boxes = \$432.00/75 Boxes
Intellishred	\$975.00 Total \$325.00/hour	\$65.40/12 Boxes = \$392.40/75 Boxes

There were no decisions made at this time. The Township Committee agreed to have a one day shred event when needed for municipal records.

Approve Raffle License No. 2018 -04 for a 50/50 Raffle from Del Val Jr. Terriers for Jan 29, 2019

The Township Committee reviewed the application for a 50/50 Off Premise Cash Raffle from the Del Val Jr. Terriers.

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to approve an application from the Del Val Jr. Terriers for a 50/50 Off Premise Cash Raffle License to conduct a Raffle on January 29, 2019.

Roll Call Vote:

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

Authorize Credit Application - F & S Tire Corp., Inc.

C.F.O. Diane Laudenbach reviewed the credit application for F & S Tire Corp. Inc.

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to authorize a credit application for F & S Tire Corp., Inc.

Roll Call Vote:

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

Memo from M. Bobrowski – Responsibilities of Municipal Governments to Distribute Animal Cruelty Materials to Each Person Licensing a Dog

The Township Committee reviewed the memo received. The Township Committee discussed the need to find out how much it will cost to mail out copies of the required material with each license. Attorney K. Campbell will work with the Dog License Agent to condense the document to be sent out to dog owners.

Animal Cruelty Officer for Township

Deputy Mayor Ciacciarelli explained the need for an Animal Cruelty Officer in the township to record complaints, coordinate and pass them on to who needs to know this information. He reviewed the requirements for the position, which would involve training.

Limitation of Animals/Draft Ordinance

Attorney K. Campbell reviewed the township's codes regarding dogs/kennels in the current ordinance. There was a discussion regarding what the township would need to amend in an ordinance, which will be considered for 2019.

Vacating Picnic Grove Road – Discussion on Draft Ordinance

Attorney K. Campbell has provided the township with a draft ordinance and additional information needed before introducing this ordinance.

Application to NJDOT – Ridge Road Section Two

The Township Committee reviewed the application to the NJDOT for the Ridge Road Section Two.

RESOLUTION

Resolution No. 2018 – 132 Approval to Submit a Grant Application/Execute A Grant Agreement with the NJDOT for the Ridge Road Section Two Improvement Project

The following Resolution was introduced:

RESOLUTION NO. 2018 - 132

**APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A
GRANT AGREEMENT WITH THE NEW JERSEY
DEPARTMENT OF TRANSPORTATION FOR THE RIDGE ROAD
SECTION TWO IMPROVEMENT PROJECT**

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Kingwood formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor, Township Engineer and Clerk are hereby authorized to submit an electronic grant application identified as MA-2019-Ridge Road Section Two-00663 to the New Jersey Department of Transportation on behalf of Kingwood Township.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of Kingwood Township and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

My signature and the Clerk’s seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

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

Approve to Close Municipal Office – November 16th, 2018 – Record Inventory at DPW

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to approve November 16th, 2018 municipal offices to be closed to work on inventory at the Department of Public Works building. **All voted Aye on Roll Call Vote.**

Citizen Leadership Form – Stephen Harris / Appointment to Planning Board Alt. #1

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to appoint Stephen Harris as Alternate #1 to the Planning Board for a term to expire 12/31/2018.

Roll Call Vote:

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

Citizen Leadership Form – Lindsay Napolitano / Appointment to Agricultural Committee

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to appoint Lindsay Napolitano to the Agricultural Advisory Committee for a term to expire 12/31/2019.

Roll Call Vote:

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

Floor for Turnout Building – Horseshoe Bend Park

Mayor Dodds reviewed a project to be considered in 2019, which would be a concrete floor at the Morton building on the south side of the Horseshoe Bend Park to be utilized for storage.

OLD BUSINESS

PennEast Pipeline

Committeewoman Syrnick gave a brief update on the PennEast Pipeline.

Best Practices List Review

C.F.O. Diane Laudenbach provided highlighted sections of the Best Practices List for the Township Committee to review and need to be answered.

Renovations - Municipal Building

Deputy Mayor Ciacciarelli explained proposals from several architects were reviewed. A decision has been made to begin preliminary stages for the renovations of the municipal building and to choose Goldstein Partnership for the project.

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to accept the preliminary steps for plans for renovations of the Department of Public Works for municipal offices with Goldstein Partnership.

Roll Call Vote:

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

DeRenal Site Parking- Update

Mayor Dodds requested EMC, Jack MacConnell to follow up on the parking situation.

Consolidation of Courts – Letter from Mayor of Milford Boro

Deputy Mayor Ciacciarelli noted he will be meeting with the Administrator to the State Courts along with the Mayor of Milford Borough to discuss the process for shared court. Kingwood Township's Court Administrator and Judge will be retiring the end of this year 2018. The Township Committee are looking into shared services with another municipality to save costs.

Electronic Transfer Payments

C.F.O. D. Laudenbach explained the process of electronic transfer payments. The Township Committee discussed the offer and have declined the idea of electronic transfer payments at this time.

Appointment to Acting/Temporary Court Administrator – Kingwood/Milford Court

RESOLUTION

Resolution

No. 2018 – 133 Acting/Temporary Court Administrator for Kingwood/Milford Shared Court

The following Resolution was introduced:

RESOLUTION 2018 - 133

**RESOLUTION APPOINTING ACTING/TEMPORARY
MUNICIPAL COURT ADMINISTRATOR**

WHEREAS, Kingwood Township, Hunterdon County, New Jersey, has received a resignation from the current Municipal Court Administrator, Dawn Augustine; and

WHEREAS, the Municipal Court requires the services of a Municipal Court Administrator for the Calendar Year 2018 - 2019; and

WHEREAS, the Township Committee and the Municipal Court of Kingwood Township has authorized the appointment of the person named herein as the Court Administrator.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Kingwood, Hunterdon County, New Jersey, hereby ratifies the Appointment of Patricia Wozniak as the Certified Acting/Temporary Court Administrator of the Municipal Court of Kingwood Township NJ effective December 1, 2018.

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

Animal Control Solutions Contract Agreement for One Year 2019

The Township Committee reviewed the amended contract agreement from Animal Control Solutions for one year. It was recommended that the Township Attorney review the contract.

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to approve to execute the Animal Control Solutions Contract Agreement for one year for 2019 on the condition and approval of the Township Attorneys review.

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

MINUTES

October 4, 2018 Regular Meeting

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to approve the Regular Meeting Minutes of the October 4, 2018 Township Committee meeting.

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

October 4, 2018 Executive Session

It was moved by Miss Syrnick, seconded by Mr. Ciacciarelli and carried to approve the Executive Session Meeting Minutes of October 4, 2018.

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

October 22, 2018 Special Meeting

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

2018 – 314

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

October 22, 2018 Executive Session

It was moved by Miss Syrnick, seconded by Mr. Ciacciarrelli and carried to approve the Executive Session Meeting Minutes of October 22, 2018.

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

EXECUTIVE SESSION - RESOLUTION NO. 2018 - 134

The following Resolution was introduced to enter into closed session at approximately 9:04P.M.:

RESOLUTION NO. 2018 - 134

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:

Attorney Client Privilege - Block 8 Lot 2, 457 Oak Grove Road
Discuss Single Family Dwelling/Air B&B

Personnel - DPW Laborer Position/Salaries for 2018 – 2019
Discuss Expenses/Mileage Reimbursement
Introduce Employee Evaluations 2019

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 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

RETURN TO REGULAR SESSION

The Township Committee returned to Regular Session at 10:23P.M.

RESOLUTION

Resolution - Appointment – Department of Public Works Laborer

The Township Committee requested the appointment to the Department of Public Works be tabled until December 6, 2018 Township Meeting.

ADJOURNMENT

It was moved by Mr. Ciacciarelli, seconded by Miss Syrnick and carried to adjourn the meeting at 10:25P.M. All voted **Aye** on **Roll Call Vote**.

Respectfully submitted,

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