



## KINGWOOD TOWNSHIP COMMITTEE

### Regular Meeting Agenda

April 4, 2024 – 7:00PM

Municipal Building – 599 Oak Grove Road, Frenchtown, NJ

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#### 1. CALL TO ORDER AND STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT

Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act by publication of the notice in the Hunterdon Democrat on January 11, 2024 and telegraphing a copy to the Courier News and Trenton Times on January 9, 2024. Copies of the notice were also posted in the Kingwood Township Municipal Building and Township Website.

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.

#### 2. PLEDGE OF ALLEGIANCE

#### 3. ROLL CALL

*Paymon Jelvani, Andrew Russano, Lance Riggio*

#### 4. INTRODUCTION AND SWEARING IN OF TOWNSHIP CLERK - JEFFREY JOTZ, RMC

#### 5. INTRODUCTION OF 2024 BUDGET

**RESOLUTION NO. 2024-51- INTRODUCTION OF THE MUNICIPAL BUDGET OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON FOR THE FISCAL YEAR 2024**

#### 6. OPEN PUBLIC COMMENT - PRIVILEGE OF THE FLOOR

### CONSENT AGENDA

The following items have been placed on this agenda by consent and require no discussion and the same having been previously reviewed by each Township Committee Member in their entirety.

**\*\*\* ONE MOTION, ONE SECOND, AND ONE VOTE FOR ALL ITEMS ON CONSENT AGENDA \*\*\***

#### 7. MONTHLY REPORTS

- a. Animal Control Solutions Incident Reports – February 2024
- b. Budget Status Report –
- c. Court Report – February 2024 Report
- d. Construction Report –
- e. Emergency Management Report –
- f. Fire Marshall Monthly Report –
- g. New Jersey State Police Kingwood Barracks –
- h. Township Engineer's Report –
- i. Tax Collector Report –
- j. Zoning Official Report –

#### 8. RESOLUTIONS

**PLEASE NOTE THIS AGENDA IS SUBJECT TO LAST MINUTE CHANGE**

**Resolution No. 2024-45** – Memorializing the Appointment of Jeffrey Jotz, RMC as Full Time Municipal Clerk beginning April 1, 2024

**Resolution No. 2024 -46** - Memorializing the Additional Duties of the Deputy Clerk

**Resolution No. 2024-47** - Approval for Fireworks Display at 834 State Route 12 on May 25, 2024

**Resolution No. 2024-48** - Authorizing Online Tax Sale

## 9. MINUTES

- a. February 22, 2024 – Budget Meeting
- b. March 7, 2024 – Regular Meeting and Executive Session

# RETURN TO REGULAR MEETING AGENDA

## 10. ORDINANCES

**Public Hearing on the following Ordinances:**

**Re-Introduction to Ordinance No. 01-2024: An Ordinance Fixing the Salaries and Compensation of The Various Officers and Employees of The Township of Kingwood in The County of Hunterdon and State Of New Jersey For Year 2024.**

**1. Read by Title      2. Public Hearing      3. Roll Call Vote.**

**Ordinance No. 02-2024 – AMENDUNG CHAPTER 83 HOUSING, AFFORDABLE ARTICLE II, THIRD ROUND AFFORDABLE HOUSING REGULATIONS, IN ORDER TO EXPAND THE DUTIES OF THE ADMINISTRATIVE AGENT IN SECTION 83-12-18 TO INCLUDE ADMINISTRATION OF THE TOWNSHIP’S REHABILITATION PROGRAM (S)**

**1. Read by Title      2. Public Hearing      3. Roll Call Vote.**

**Introduction of the following Ordinance and setting Public Hearing for May 2, 2024**

**Ordinance No. 03-2024 - CAP Ordinance**

**1. Read by Title   2. Roll Call Vote.   3. Set Public Hearing Date as 5/2/2024**

**Ordinance No. 04-2024 - AMENDING CHAPTER 74 RIGHT TO FARM AND CHAPTER 132 ZONING REGARDING FARM STANDS**

**1. Read by Title   2. Roll Call Vote.   3. Set Public Hearing Date as 5/2/2024**

## 11. NEW BUSINESS

- a. **Resolution No. 2024-49**- Resolution to Adopt the Accessory Apartment Manual and Kingwood Township Housing Rehabilitation Program Policies and Procedures Manual
- b. **Resolution No. 2024-50** - Resolution to Amend the Administrative Agent Contract to Include Occupied and Rental Rehabilitation Programs
- c. Township Committee Liaison Monthly Reports
- d. FEMA letter re: Award of FEMA Hazard Mitigation Grant Program Award - Approval of acceptance of the Award and authorizing the OEM Coordinator or Mayor to sign the Agreement.
- e. NJOEM FFY 24 EMAA Grant Application submitted to NJ OEM for competitive grant of \$10,000.00.
- f. Request from Kingwood Township School for the Township to Sponsor the Outstanding Achievement in Social Studies Award
- g. Memo from the Board of Adjustment re: Recommended change to the Ordinance to Revise some Checklist Items on the Board of Adjustment Checklist - revising number of full size plans and drawings for a Variance Application and adding 2 separate checks for Application Fee and Escrow Fee
- h. Letter from Board of County Commissioners along with a KIA Flag to be displayed at the Municipal Building

**PLEASE NOTE THIS AGENDA IS SUBJECT TO LAST MINUTE CHANGE**

- i. Appointment of Alex Zubko to the Agricultural Advisory Board
- j. Appointment of Lois Voronin to the Board of Adjustment

**12. OLD BUSINESS**

**13. APPROVAL OF BILL LIST AND CLAIMS**

**14. EXECUTIVE SESSION – Resolution No. 2024-:** To enter into Executive Session for the purpose of:

- a. Any Matter Falling Under Attorney Client Privilege
- b. Personnel Matters
- c. Contracts

The discussion is expected to take approximately 1 hour. Action may be taken.

**15. POTENTIAL ACTION ON ITEMS FROM EXECUTIVE SESSION**

**16. ADJOURNMENT**