

KINGWOOD TOWNSHIP COMMITTEE

Regular Meeting Agenda

February 6, 2020 – 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 9, 2020 and by telefaxing a copy of the notice to the Express Times on January 3, 2020. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on January 3, 2020.

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

Carolyn Murphy, Advanced Animal Control – Discussion on Ordinance Requiring Rabies Vaccines for Cats

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.

Future Meetings and Activities – Available at www.kingwoodtownship.com

- February 17** - Municipal Offices Closed for Holiday – Presidents Day
- March 5** - Regular Monthly Township Committee Meeting beginning at 7:00pm at Municipal Building
- March 21** - Hunterdon County Electronic Waste Clean-Up 9:00am-1:00pm
Hunterdon Co. Complex – 314 Route 12

1). Monthly Reports

Emergency Management Report – January 2020
Advanced Animal Control – Report January 2020
Annual Reports from ACS for 2019
Bill List – January 2020
Budget Status Report – January 2020
Court Report – December 2019
Construction Department Report – January 2020
NJSP Report – December 2019

February 6, 2020 Consent Agenda Continued

Monthly Reports Continued

Tax Collector Report-Dec 2019/Annual Report of Taxes Not Collected

Zoning Officer Report – January 2020

Resolution No. 2020 – 21 2019 Budget Reserve Appropriation Transfers

Resolution No. 2020 – 22 Temporary Emergency Transfer

2). Bills and Claims - \$3,129,193.18

3). Resolutions

Resolution No. 2020 - 12 Acceptance of Tax Collector's 2019 Annual Report

Resolution No. 2020 - 13 Professional Services Agreement

Resolution No. 2020 - 14 Preliminary Approval Resolution/Appraisal
Agreement for Block 6, Lot 23.02 Stem

Resolution No. 2020 - 15 Designating (HRO) Human Resource Officer and
Secondary (HRO) to Assist in Domestic Violence

Resolution No. 2020 - 17 Professional Services Agreement – Advanced
Animal Control LLC

Resolution No. 2020- 23 Appointment to Municipal Court Additional Public
Defender

4). Minutes

January 2, 2020 Reorganization Meeting

January 2, 2020 Regular Meeting

January 2, 2020 Executive Session

5). Correspondence

Thank you Letter from Linda Dietze – Re: Resolution Adopted to Honor
Former Twp. Committeeman William Dietze

Hunterdon County Dept. of Health Division of Mosquito & Vector Control
Letter, Questions and Answer Form and 2020 Fact Sheet

Clean Fill vs Dirty Dirt Alert

E-mail from the Board of Chosen Freeholders/"Leave No Veteran Behind"- State
Income Tax Exemption

Motion and Approval for Items on Consent Agenda

Items removed from the Consent Agenda for Discussion and Approval:

Emergency Management Report – January 2020

Township Engineer's Report – January 2020

Resolution No. 2020 - 16 Rescinding Resolution No. 2019 – 115 Authorizing Assignment by a
Municipal Tax Sale Certificates - Discussed in New Business

Ordinances

**Ordinance No. 20 – 01 - 2020 To Provide for the Digitizing of Township Records as a
General Improvement for the Township of Kingwood in the County of Hunterdon and State
of New Jersey and Appropriating \$60,000.00 from the Capital Improvement Fund - Public
Hearing and Final Adoption**

February 6, 2020 Regular Mtg. Agenda Continued

Ordinances Continued

Ordinance No. 20 – 02 - 2020 Amending Ordinance No. 20-33-2019 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 2020 - Public Hearing and Final Adoption

Ordinance No. 20 – 03 – 2020 To Amend, Revise and Supplement Chapter 124 “Vehicles and Traffic, Public Roads and Streets,” Article I, “Through Streets, Stop Intersections and Yield Intersections, “ of the Code of the Township of Kingwood and Amend and Supplement to Create Section 1.1 “One-Way Streets” and Section 2.1 Multi-Way Stop Intersections” - Public Hearing and Final Adoption

Old Business

Penn East Pipeline Update
Update on Warsaw Road
Update on Intersection for (4) Way Stop Signs – Barbertown Pt. Breeze/Locktown Rd

New Business

Township Committee Liaison Monthly Reports
Approve Annual Hell of Hunterdon Bicycle Ride – Sunday, April 5, 2020
Discussion - Township Engineer
Discussion – Commission and Committees
Municipal Building Project
Quotes for Leasing Backhoe – DPW
Resolution No. 2020 - 16 Rescinding Resolution No. 2019 – 115 Authorizing Assignment by a Municipal Tax Sale Certificates
Approval to Include – Strober Property to the County (ADA) – Agricultural Development Area
Letter from Agriculture Development Board Re: Strober Property Bl 37, L3, L3.10, L3.11 and L3.20
Schedule Budget Workshop – Twp. Committee Special Mtg.
2017 Recycling Tonnage Grant Funds Received
Letter of Request from the Hunterdon Land Trust – Financial Support
List of Qualified Members from Kingwood Twp. Fire Dept. for the LOSAP Program
Approve to Award Contract for Installation of Coverall Tarp at Horseshoe Bend Park – \$12,500.00 to AP Installations Inc.
Approve - Open Space Declaration Recording/Declaration of Encumbrance/ROSI Certification
Approve Appraisal Services Proposal R. E. Heffernan Assoc. – Block 6, Lot 7 – 220 Ridge Rd
Resolution No. 2020 - 18 Prof Services Agreement – Heffernan Appraisal Services
Request from Clinton Town to Support Resolution # 40-20 In Support of Securing A Grant to Convert Hunterdon County Polytech to a Full Time Career and Technical School
Request to Park in Parking Lot of Kingwood Park – Treesmiths Utility Arborists for JCP&L
Tax Assessment Data

Executive Session – Resolution No. 2020 - 20

Contractual - Proposal for Shared Services – Fire Safety – Dennis Concanon Raritan Fire Safety Inspector and Supervisor Don Hutchins

Return to Regular Session

Adjournment

Township Committee Minutes

February 6, 2020

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

Also present at the meeting were Deputy Mayor Dodds, Committeewoman Syrnick, Attorney Katrina Campbell, C.F.O. Diane Laudenbach, Deputy Clerk Michele Tipton Walters and Clerk Cynthia Keller. Mayor Ciacciarelli called the meeting to order and following the salute to the flag, read aloud the following:

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 9, 2020 and by telefaxing a copy of the notice to the Express Times on January 3, 2020. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on January 3, 2020.

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

Carolyn Murphy, Advanced Animal Control – Discussion on Ordinance Requiring Rabies Vaccines for Cats

Carolyn Murphy, Advanced Animal Control came to the Township Committee to talk about the importance of vaccination of rabies shots for cats in the township, especially with the many farms and barns in the area. She explained how serious the situation could be for those who have stray cats on their properties. Carolyn Murphy gave several examples of incidents she had regarding cats and rabies and talked about the risks. She also noted that there are several free rabies clinics in the County. She recommended the Township adopt an ordinance to require rabies shots for cats.

The Township Committee requested an ordinance be prepared to be introduced next month.

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.

Future Meetings and Activities – Available at www.kingwoodtownship.com

February 17 - Municipal Offices Closed for Holiday – Presidents Day

March 5 - Regular Monthly Township Committee Meeting beginning at 7:00pm at Municipal Building

February 6, 2020 Consent Agenda Continued

Future Meetings and Activities

March 21 - Hunterdon County Electronic Waste Clean-Up 9:00am-1:00pm
Hunterdon Co. Complex – 314 Route 12

1). Monthly Reports

Emergency Management Report – January 2020
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NJSP Report – December 2019
Tax Collector Report-Dec 2019/Annual Report of Taxes Not Collected
Zoning Officer Report – January 2020

RESOLUTION

Resolution No. 2020 – 21 2019 Budget Reserve Appropriation Transfers

The following Resolution was introduced:

RESOLUTION NO. 2019 - 21

2019 BUDGET RESERVE 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 2019 Budget Reserve Appropriations:

FROM ACCOUNT	TO ACCOUNT	AMOUNT
Planning Board - Other Expense	Board of Adjustment – Other Expense	\$750.00
	Engineering – Other Expense	\$500.00

Resolution No. 2020 – 22 Temporary Emergency Transfer

The following Resolution was introduced:

RESOLUTION NO. 2020 – 22
TEMPORARY EMERGENCY RESOLUTION

WHEREAS, an emergent condition has arisen in that the Township is expected to enter in contracts, commitments or payments prior to the 2020 budget and no adequate provision has been made in the 2020 temporary budget for the aforesaid purposes; and

WHEREAS, N.J.S.A. 40A:4-20 provides for the creation of an emergency temporary appropriations for said purpose; and

WHEREAS, the total emergency temporary appropriation resolutions adopted in the year 2020 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20):

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, in the County of Hunterdon, State of New Jersey, (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20:

1. Emergency temporary appropriations be and the same are hereby made in the amount of \$1,500.00 as follows:

CONSTRUCTION – OTHER EXPENSE	\$1,500.00
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2. Said emergency temporary appropriations will be provided for the 2020 budget.
3. That one certified copy of this resolution be filed with the Director, Division of Local Government Services.

2). **Bills and Claims** - \$3,129,193.18

3). **Resolutions**

Resolution No. 2020 - 12 Acceptance of Tax Collector's 2019 Annual Report

The following Resolution was introduced:

RESOLUTION NO. 2020 - 12

Acceptance of Tax Collector's 2019 Annual Report

WHEREAS, N.J.S.A.54:4-91 requires that the Tax Collector shall submit an annual statement of receipts to the governing body.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Kingwood that the following Collector's Annual Report of Receipts for the Year Ending December 31, 2019, be hereby acknowledged and accepted as submitted.

**TAX COLLECTION OFFICE
FOR THE YEAR ENDING DECEMBER 31, 2019**

2020 – 35

2019

Interest	\$76,082.47
2020 Taxes Prepaid	\$129,788.11
2019 Taxes	\$13,897,674.45
2018 Taxes	\$317,227.29
Municipal Lien Redeemed	\$27,798.87
Outside Liens Redeemed	\$45,733.01
Total	<u>\$14,494,304.20</u>

Resolution No. 2020 - 13 Professional Services Agreement

The following Resolution was introduced:

RESOLUTION NO. 2020 - 13

**RESOLUTION AUTHORIZING THE AWARD OF NON-FAIR AND OPEN CONTRACTS FOR
PROFESSIONAL SERVICES
FOR YEAR 2020**

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 Chief Financial Officer has determined and certified in writing that the value of the acquisitions will exceed \$17,500; and

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

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

WHEREAS, the Professional set forth in below has completed and submitted a Business Entity Disclosure Certification which certifies that each 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 professionals 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 a contract with the Professional as described below:

Banisch Associates, Inc. 111 Main Street Flemington, NJ 08822 Planning Bd. – OE) Board of Adjustment – OE) Fair Share Housing – OE)	Township Planner	One Year \$1,000.00
Wayne J. Ingram/John E. Hansen Engineering and Land Planning Assoc. Inc. 140 West Main Street High Bridge, NJ 08829	Township Engineers	One Year \$1,500.00
William Colantano Bedard, Kurowicki & Co., CPA's, PC 39 State Route 12, Suite 2 Flemington, NJ 08822	Township Auditor	One Year \$5,000.00
David Roberts DG Roberts Planning & Design LLC 37 Bayview Avenue Bayville, NJ 08721	TDR Grant Project	One Year \$ 1,000.00
Katrina L Campbell Lavery, Selvaggi, Abromitis & Cohen, PC 1001 Route 517 Hackettstown, NJ 07840 Legal – OE	Township Attorney	One Year \$ 10,000.00
NW Financial Group, LLC 2 Hudson Place, 3rd Hoboken, NJ 07030	Secondary Disclosure	One Year \$ 1,000.00
Andrea L. Kahn McManimon, Scotland & Baumann, LLC 75 Livingston Avenue Roseland, New Jersey Financial Adm. – OE	Bond Counsel	One Year \$ 2,000.00
Foveonics Documents Solutions 999 Willow Grove Street Hackettstown, NJ 07840	Digitizing Records	 \$60,000.00

Resolution No. 2020 - 14 Preliminary Approval Resolution/Appraisal Agreement for Block 6, Lot 23.02 Stem

The following Resolution was introduced:

RESOLUTION 2020 - 14

**RESOLUTION OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY GRANTING PRELIMINARY APPROVAL FOR THE
PROPOSED ACQUISITION OF A DEVELOPMENT EASEMENT THROUGH THE
MUNICIPAL/COUNTY PLANNING INCENTIVE GRANT PROGRAM ON THE STEM
FARM, BLOCK 6, LOT 23.02**

WHEREAS, the Township of Kingwood ("Township") has received an application for the sale of a Development Easement on Block 6, Lot 23.02 ("Property"), consisting of approximately 23.89⁺/acres, owned by Gregory J and Jasmyn N. Stem ("Landowner"); and

WHEREAS, the Property is contained in Hunterdon County's Agriculture Development Area and is in Kingwood Township's Municipal and/or Hunterdon County's Planning Incentive Grant list of farms; and

WHEREAS, it is the Township's intent to submit the Property application to the State Agriculture Development Committee (SADC) pursuant to the State Agriculture Retention and Development Act, N.J.S.A. 4:1C-11 *et seq.*, the Planning Incentive Grant Program, N.J.S.A. 4:1C-43.1 *et seq.*, and the regulations thereunder; and

WHEREAS, the application contains (Schedule A – Project Map):

- a. One 2 - acre non-severable exception limited to 1 single family residential unit(s) (subject to any and all approvals required by applicable law, ordinances, rules and regulations);
- b. No dwelling units on the easement area;
- c. No non-agricultural uses

WHEREAS, the Township supports the acquisition of a Development Easement on the Property for farmland preservation; and

WHEREAS, the Township is required to cover half of the local cost share on the purchase of the Development Easement; however, due to a shortage of available funds, this preliminary approval is conditioned upon an application being submitted by the Hunterdon Land Trust (HLT) or the SADC to the United States Department of Agriculture, Natural Resources Conservation Service (NRCS), Agriculture Conservation Easement Program (ACEP) for an Agricultural Land Easement (ALE) grant for an amount sufficient enough to cover the Township's cost share; and

WHEREAS, the Property and Landowner appear qualified for ALE grant funds; and

WHEREAS, the landowner has agreed to the additional restrictions associated with the ALE Grant, including no future division of the premises and a 5.33% maximum impervious coverage restriction (approximately 1.14 acres) for the construction of agricultural infrastructure on the Property outside of exception area, which is the maximum allowable for this property through the ALE program at this time; and

WHEREAS, the SADC's Municipal/County Planning Incentive Grant Program requires two independent appraisers to evaluate the land value of the property under current market conditions based on factors including, but not limited to local zoning, state regulations, wetlands, soils and septic suitability; and

WHEREAS, the SADC will approve a Certified Market Value of the Development Easement, which will then be the basis of the Township offer to the Landowner for the purchase of the Development Easement; and

WHEREAS, the Landowner has agreed to enter into an Appraisal Agreement with the Township wherein they will pay for half the cost of the appraisals, which will be reimbursed to them if they accept the Township's offer for the Development Easement and after the closing on the sale of the Development Easement with the County

WHEREAS, the SADC and County may reimburse the Township for up to 50% of the eligible ancillary costs for the purchase of a development easement; and

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

1. The WHEREAS paragraphs set forth above are incorporated herein by reference.
2. The Township is authorized to enter into an Appraisal Agreement with the Landowner
3. The Township is authorized to bid for and award appraisal services once the SADC has granted Green Light Approval, pursuant to N.J.A.C. 2:76-17A et seq., and the Landowner has entered into an Appraisal Agreement with the Township.
4. The Township will review the two independent appraisals and submit them to the SADC for a Certified Fair Market easement value of the Development Easement.
5. The Township's preliminary approval, acceptance of the application and participation in this acquisition is contingent upon approval and funding from the SADC, the NRCS, and/or the County of Hunterdon.
6. A copy of this resolution shall be sent to the County of Hunterdon and the SADC.

Resolution No. 2020 - 15 Designating (HRO) Human Resource Officer and Secondary (HRO) to Assist in Domestic Violence

The following Resolution was introduced:

RESOLUTION NO. 2020 – 15

**APPOINTMENT OF MUNICIPAL (HRO) HUMAN RESOURCES OFFICER AND
SECONDARY (HRO) HUMAN RESOURCES OFFICER TO ASSIST VICTIMS OF
DOMESTIC VOILENCE**

WHEREAS, The Township's Insurance Company has required the Township of Kingwood Designate and Train Human Resources Personnel in assisting employees who are victims of domestic violence.

WHEREAS, The designated (HRO's) are required to receive training on responding to and assisting to employees who are domestic violence victims.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon, appoint Cynthia Keller as the (HRO) Human Resources Officer and Michele Tipton Walters as the Secondary (HRO) Human Resources Officer for the year 2020.

Resolution No. 2020 - 17 Professional Services Agreement – Advanced Animal Control LLC

The following Resolution was introduced:

RESOLUTION NO. 2020 - 17

**RESOLUTION AUTHORIZING THE AWARD OF NON-FAIR AND OPEN
CONTRACTS FOR PROFESSIONAL SERVICES
FOR YEAR 2020**

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

WHEREAS, the Professional set forth in below has completed and submitted a Business Entity Disclosure Certification which certifies that each 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 professionals 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 a contract with the Professional as described below:

Carolyn Murphy - Advanced Animal Control LLC	\$9,000.00
P.O. Box 13	
Titusville, New Jersey 08560	

A copy of this Resolution shall be published in the Hunterdon Democrat as required by law.

Resolution No. 2020- 23 Appointment to Municipal Court Additional Public Defender

The following Resolution was introduced:

RESOLUTION NO. 2020 - 23

**APPOINTMENT OF ADDITIONAL MUNICIPAL
COURT PUBLIC DEFENDER**

WHEREAS, the Shared Kingwood/Milford Court is in need for an additional Municipal Court Public Defender;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon, appoint Anthony M. Rotunno Esq., as an additional Municipal Court Public Defender for the Kingwood/Milford Shared Court for a one year term to expire on December 31, 2020.

4). Minutes

January 2, 2020 Reorganization Meeting
January 2, 2020 Regular Meeting
January 2, 2020 Executive Session

5). Correspondence

Thank you Letter from Linda Dietze – Re: Resolution Adopted to Honor
Former Twp. Committeeman William Dietze
Hunterdon County Dept. of Health Division of Mosquito & Vector Control
Letter, Questions and Answer Form and 2020 Fact Sheet
Clean Fill vs Dirty Dirt Alert
E-mail from the Board of Chosen Freeholders/"Leave No Veteran Behind"- State
Income Tax Exemption

Motion and Approval for Items on Consent Agenda

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to approve the items listed under the Consent Agenda, including to pay all Bills and Claims in the amount of \$3,129,193.18 that are in order and attached as Bill List for February, 2020.

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

Items removed from the Consent Agenda for Discussion and Approval:

Resolution No. 2020 - 16 Rescinding Resolution No. 2019 – 115 Authorizing Assignment by a Municipal Tax Sale Certificates

Mayor Ciacciarelli requested this be discussed under New Business.

Emergency Management Report – January 2020

EMC, Jack MacConnell reported severe weather is expected for Friday, February 7th. He will be sending a letter to the Reading Township Department of Public Works and Police Department to obtain equipment, such as, strobe lights and a public address system. The letter is to authorize Kingwood Township to accept the equipment.

Township Engineer's Report – January 2020

Township Engineer, Wayne Ingram was present at the meeting and reviewed his monthly report.

ORDINANCES

ORDINANCE NO. 20-01-2020 TO PROVIDE FOR THE DIGITIZING OF TOWNSHIP RECORDS AS A GENERAL IMPROVEMENT FOR THE TOWNSHIP OF KINGWOOD IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY AND APPROPRIATING \$60,000.00 FROM THE CAPITAL IMPROVEMENT FUND -VOL. 20, PG. 20-01-2020 – Public Hearing and Final Adoption

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

This Ordinance was introduced on first reading at a meeting of the Kingwood Township Committee on the 2nd day of January 2020. The Ordinance was published in the Hunterdon County Democrat on January 9, 2020 and has been posted in the Kingwood Township Municipal Building on January 3, 2020. Copies of the Ordinance have been available for inspection by the public since January 3, 2020.

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

Public Comments: There were no public comments.

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

ORDINANCE NO. 20-01-2020

AN ORDINANCE TO PROVIDE FOR THE DIGITIZING OF TOWNSHIP RECORDS AS A GENERAL IMPROVEMENT FOR THE TOWNSHIP OF KINGWOOD IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY AND APPROPRIATING \$60,000.00 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 \$60,000.00, said sum being inclusive of all appropriations heretofore made therefore.
- SECTION 2.** The Township of Kingwood is hereby authorized to provide for the digitizing of Township records.
- SECTION 3.** In order to finance the cost of the improvements or purpose there is hereby appropriated \$60,000.00 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 2020 Temporary 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.

NOTICE is hereby given that the foregoing Ordinance was introduced on first reading at a regular meeting of the Kingwood Township Committee of the Township of Kingwood, County of Hunterdon held on the 2nd day of January 2020. The Ordinance was then ordered to be published accordance with the law. The said Ordinance will be considered for final reading and adoption at a regular meeting of the Township Committee to be held on the 6th day of February, 2020 at 7:00p.m. or as soon thereafter as the Township Committee may hear this Ordinance at the Municipal Building located at 599 Oak Grove Road, Frenchtown, New Jersey, at which time all persons interested may appear for or against the passage of this Ordinance.

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

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

ORDINANCE

ORDINANCE NO. 20-02-2020 AMENDING ORDINANCE NO. 20-33-2019 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 2020 -VOL. 20, PG. 20-02-2020 – Public Hearing and Final Adoption

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

This Ordinance was introduced on first reading at a meeting of the Kingwood Township Committee on the 2nd day of January 2020. The Ordinance was published in the Hunterdon County Democrat on January 9, 2020 and has been posted in the Kingwood Township Municipal Building on January 3, 2020. Copies of the Ordinance have been available for inspection by the public since January 3, 2020.

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

Public Comments: There were no public comments.

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

ORDINANCE NO. 20 –02-2020

AN ORDINANCE AMENDING ORDINANCE NO. 20-33-2019 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 2020

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:

Board of Health Secretary	\$	4,706.00
Recycling Coordinator	\$	3,455.00
Court Security Officer	\$	33.83 hr.

NOTICE

NOTICE IS HEREBY GIVEN is hereby given that the foregoing Ordinance was introduced on first reading at a regular meeting of the Kingwood Township Committee of the Township of Kingwood, County of Hunterdon held on the 2nd day of January 2020. The Ordinance was then ordered to be published accordance with the law. The said Ordinance will be considered for final reading and adoption at a regular meeting of the Township Committee to be held on the 6th day of February, 2020 at 7:00p.m. or as soon thereafter as the Township Committee may hear this Ordinance at the Municipal Building located at 599 Oak Grove Road, Frenchtown, New Jersey, at which time all persons interested may appear for or against the passage of this Ordinance.

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

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

ORDINANCE

ORDINANCE NO. 20-03-2020 TO AMEND, REVISE AND SUPPLEMENT CHAPTER 124
“VEHICLES AND TRAFFIC, PUBLIC ROADS AND STREETS,” ARTICLE I, “THROUGH
STREETS, STOP INTERSECTIONS AND YIELD INTERSECTIONS, “ OF THE CODE OF THE
TOWNSHIP OF KINGWOOD AND AMEND AND SUPPLEMENT TO CREATE SECTION 1.1
“ONE WAY STREETS” AND SECTION 2.1 MULTI-WAY STOP INTERSECTION -VOL. 20,
PG. 20-03-2020 – Public Hearing and Final Adoption

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

This Ordinance was introduced on first reading at a meeting of the Kingwood Township Committee on the 2nd day of January 2020. The Ordinance was published in the Hunterdon County Democrat on January 9, 2020 and has been posted in the Kingwood Township Municipal Building on January 3, 2020. Copies of the Ordinance have been available for inspection by the public since January 3, 2020.

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

Public Comments: There were no public comments.

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

ORDINANCE NO. 20 – 03 – 2020

**ORDINANCE OF THE TOWNSHIP OF KINGWOOD,
COUNTY OF HUNTERDON, STATE OF NEW JERSEY,
TO AMEND, REVISE AND SUPPLEMENT CHAPTER 124 “VEHICLES
AND TRAFFIC, PUBLIC ROADS AND STREETS,” ARTICLE I, “THROUGH
STREETS, STOP INTERSECTIONS AND YIELD INTERSECTIONS,” OF THE CODE
OF THE TOWNSHIP OF KINGWOOD TO AMEND AND SUPPLEMENT
TO CREATE SECTION 1.1 “ONE-WAY STREETS” AND SECTION 2.1
MULTI-WAY STOP INTERSECTIONS”**

WHEREAS, the Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey, has determined that Chapter 124 “Vehicles and Traffic, Public Roads and Streets” Article I, “Through Streets, Stop Intersections and Yield Intersections” of the Code of the Township of Kingwood should be amended to add to Section 1.1 “One-way Streets”; and

WHEREAS, the Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey, has determined that Chapter 124 “Vehicles and Traffic, Public Roads and Streets” Article I, “Through Streets, Stop Intersections and Yield Intersections” of the Code of the Township of Kingwood should be amended to add to Section 2.1 “Multi-way Stop Intersections”.

NOW, THEREFORE, BE IT ORDAINED by the Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey Chapter 124 “Vehicles and Traffic, Public Roads and Streets,” Article I, “Through Streets, Stop Intersections and Yield Intersections” of the Code of the Township of Kingwood shall be amended, revised and supplemented as follows:

Section 1:

§124-1.1 One-way Streets.

The following described streets or parts of streets are hereby designated as one-way streets in the direction indicated. Parking on these streets will be permitted on the sides indicated below:

<u>Name of Street</u>	<u>Direction</u>	<u>Limits</u>	<u>Parking Permitted</u>
Firehouse Road	West to East (Rt 519 to Rt 12)	Entire	Both sides

Section 2:

§ 124-2.1 Multi-way Stop Intersections.

Pursuant to the provisions of N.J.S.A. 39-4-140, the intersections herein described are designated as multi-way stop intersections. Stop signs shall be installed as provided herein.

Intersection

Locktown Road and
Barberton Point Breeze Road

Stop Signs on:

Four-way stop. Signs at:

Locktown Road South of Barbertown Point Breeze Road
Locktown Road North of Barbertown Point Breeze Road
Barbertown Point Breeze Road West of Locktown Road
Barbertown Point Breeze Road East of Locktown Road

Section 3:

§ 124-4.2 Violations and penalties.

Unless another penalty is expressly provided by New Jersey Statute, every person convicted of a violation of this Article or any supplement thereto shall be liable to a penalty of not more than \$1,000.00 and/or by imprisonment for up to 15 days and/or by a period of community service not exceeding 90 days, in the discretion of the Court.

Section 4:

Severability. The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

Section 5:

Repealer. Any ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed as to their inconsistencies only.

Section 6:

Effective Date. This Ordinance shall take effect upon final passage and publication as provided by law.

NOTICE

NOTICE is hereby given that the foregoing Ordinance was introduced to pass on first reading at a regular meeting of the Committee of the Township of Kingwood held on January 2, 2020 and ordered published in accordance with the law. Said Ordinance will be considered for final reading and adoption at a regular meeting of the Township Committee to be held on February 6, 2020, or as soon thereafter as the Township Committee may hear this Ordinance at the Municipal Building, 599 Oak Grove Road, Frenchtown, New Jersey, at which time all persons interested may appear for or against the passage of said Ordinance.

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

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

OLD BUSINESS

Penn East Pipeline Update

Committeewoman Syrnick noted the Penn East Pipeline has withdrawn their application from the Delaware River Basin Commission. She noted their new proposal is to build it in Pennsylvania and to continue in New Jersey at some point. They have a new FERC Docket for the Pennsylvania side.

Update on Warsaw Road

Discussed during the adoption of Ordinance 20-03-2020.

Update on Intersection for (4) Way Stop Signs – Barbertown Pt. Breeze/Locktown Rd

Discussed during the adoption of Ordinance 20-03-2020.

NEW BUSINESS

Township Committee Liaison Monthly Reports

Committeewoman Syrnick, Liaison for the Environmental Commission and the Open Space/Ag Committees, noted there was not a lot to report since last month was the reorganizing of the Commission and Committees. She noted there was some concern from the Environmental Commission regarding the farmland preservation of lands, which have wetlands and wetland crossings.

Deputy Mayor Dodds – Liaison for Parks and Recreation, reported the coverall has been installed on the building at Horseshoe Bend Park. He thanked Jack MacConnell and Rob Nuckels for all their help. Mr. Dodds also thanked the Department of Public Works for removing all dying ash trees in the park before putting up the coverall. He thanked Diane Laudenbach the Township's C.F.O. for all her help during the project.

Upcoming events at the Kingwood Park - Easter Egg Hunt on April 11th.

Mayor Ciacciarelli, Liaison for Township Offices and DPW, noted the Township is moving along with obtaining the new dump truck. He noted there was not much of a snow issue this year so far.

Approve Annual Hell of Hunterdon Bicycle Ride – Sunday, April 5, 2020

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to approve the Annual Hell of Hunterdon Bicycle Ride to be conducted on Sunday, April 5, 2020.

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

Discussion - Township Engineer

Twp. Engineer was present at the meeting and reviewed his report earlier.

Discussion – Commission and Committees

Attorney K. Campbell discussed how Commissions and Committees in a municipality function. She noted that in Kingwood Township has both, which is not necessary. She reviewed how Commissions could incur debt for the Township. There was a discussion regarding the Township's Parks Recreation Commission, Parks and Recreation Committee and Parks and Recreation Advisory Committee.

It was noted the Environmental Commission has always been a Commission by state statute for many years. CFO Diane Laudenbach explained the current accounts in place and what funds go into them. She noted the Township Committee can approve all the items for Parks and Recreation Committee. Mayor Ciacciarelli requested a proposed ordinance be prepared for next meeting.

Municipal Building Project

The Township Committee Members discussed the proposal the Township received. Clerk Keller was instructed to send the proposal to the Township Engineer.

Quotes for Leasing Backhoe – DPW

Deputy Mayor Dodds explained the details of the backhoe the township would like to rent. The following are the quotes submitted:

Powerco, Inc	New Case 580SN Backhoe	\$109,208.00
P.O. Box 4995	New Case 580SN WT Backhoe	\$113,947.00
Clinton, NJ 08809	New Case 590SN Backhoe	\$122,603.00

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to approve the quote in the amount of \$113,947.00 for a New Case 580SN WT backhoe with 4wd, cab a/c, extendahoe, 4 in 1 loader, through the Sourcewell Cooperative Pricing System for a 4 year lease dollar buy out of \$2,725.95 per month.

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

Resolution No. 2020 - 16 Rescinding Resolution No. 2019 – 115 Authorizing Assignment by a Municipal Tax Sale Certificates

The following Resolution was introduced:

RESOLUTION NO. 2020 - 16

RESCINDING RESOLUTION NO. 2019 - 115

WHEREAS, N.J.S.A. 54:5-113 authorized assignment by a municipality of tax sale certificates for the full amount of the certificate, including all subsequent municipal taxes and other municipal charges on September 5, 2019 by Resolution No. 2019 - 115; and

WHEREAS, GTech Capital, LLC presented an offer to purchase, by assignment, Certificate of Sale #19-001 which was issued to the Township of Kingwood at a tax sale held June 19, 2019, on Block 2, Lot 10.01, known as 213 Oak Summit Road, Pittstown (Kingwood Township), New Jersey, and assessed to Tad J. Dabrowski, in the amount of \$6,668.48, being the full amount of the certificate, including all subsequent municipal taxes and other municipal charges.

WHEREAS, the interested party/representative to GTech Capital, LLC neglected to submit the amount of \$6,668.48 as of February 6, 2020.

NOW THEREFORE, BE IT RESOLVED, that the Township of Kingwood hereby authorizes the Mayor and Municipal Clerk rescind Resolution No. 2019 – 115 Authorizing Assignment by a Municipality of Tax Sale Certificates.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Tax Collector.

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

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

Approval to Include – Strober Property to the County (ADA) – Agricultural Development Area
Letter from Agriculture Development Board Re: Strober Property Bl 37, L3, L3.10, L3.11 and L3.20

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to approve to include the Strober property Block 37, Lots 3, 3.10, 3.11 and 3.20 to the County (ADA) – Agricultural Development Area.

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

Schedule Budget Workshop – Twp. Committee Special Mtg.

A Special Township Committee Meeting will be scheduled for Monday, February 24th, 2020 beginning at 6:30pm.

2017 Recycling Tonnage Grant Funds Received

The Township Committee reviewed the amount received for the 2017 Recycling Tonnage Grant Funds.

Deputy Mayor Dodds recused himself from the meeting at this time.

Letter of Request from the Hunterdon Land Trust – Financial Support

It was moved by Miss Syrnick, Mayor Ciacciarelli stepped down from the Chair, second the motion and carried to approve to donate the amount of \$500.00 to the Hunterdon Land Trust for 2020.

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

Deputy Mayor Dodds returned to the meeting at this time.

List of Qualified Members from Kingwood Twp. Fire Dept. for the LOSAP Program

The Township Committee reviewed the list of qualified members from the Kingwood Township Fire Department for the LOSAP Program.

Approve to Award Contract for Installation of Coverall Tarp at Horseshoe Bend Park – \$12,500.00 to AP Installations Inc.

It was moved by Miss Syrnick, seconded by Mr. Dodds and carried to approve to award the contract for the installation of a Coverall Tarp at Horseshoe Bend Park in the amount of \$12,500.00 to AP Installations Inc.

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

Approve - Open Space Declaration Recording/Declaration of Encumbrance/ROSI Certification

Deputy Mayor Dodds gave a brief review of the ROSI Certification.

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to approve the Open Space Declaration Recording, Declaration of Encumbrance and the ROSI Certification.

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

Approve Appraisal Services Proposal R. E. Heffernan Assoc. – Block 6, Lot 7 – 220 Ridge Rd

There was a discussion regarding the property listed for the appraisal.

RESOLUTION

Resolution No. 2020 - 18 Prof Services Agreement – Heffernan Appraisal Services

The following Resolution was introduced:

RESOLUTION NO. 2020 - 18

**RESOLUTION AUTHORIZING THE AWARD OF NON-FAIR AND OPEN CONTRACTS FOR
PROFESSIONAL SERVICES
FOR YEAR 2020**

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

WHEREAS, the Professional set forth in below has completed and submitted a Business Entity Disclosure Certification which certifies that each 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 professionals 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 a contract with the Professional as described below:

Robert F. Heffernan & Associates and Consultants	\$1,945.00
P.O. Box 611	
Oldwick, New Jersey 08858 - 0611	

A copy of this Resolution shall be published in the Hunterdon Democrat as required by law.

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

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

Request from Clinton Town to Support Resolution # 40-20 In Support of Securing A Grant to Convert Hunterdon County Polytech to a Full Time Career and Technical School

Township Committee discussed the request from Clinton Town. They would like to table adopting a resolution at this time.

RESOLUTION

Resolution No. 2020 – 19

Resolution No. 2019 list above was not adopted.

Request to Park in Parking Lot of Kingwood Park – Treesmiths Utility Arborists for JCP&L

Township Committee agreed to allow Treesmiths Utility Arborists to park in parking lot of the Kingwood Park the week of February 10 – 14th.

Tax Assessment Data

Tax Assessor David Gill was present as requested by the Township Committee. The Committee Members reviewed several items regarding tax assessment data and items they do not want on the website. They explained there are several advertisements of his personal website, which they feel should not be listed. The Township Committee requested David Gill come to next month's meeting to submit all items, which they have requested.

EXECUTIVE SESSION - RESOLUTION NO. 2020 – 20

The following Resolution was introduced to enter into closed session at approximately 8:48P.M.:

RESOLUTION NO. 2020 - 20

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:

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.

The general nature of the subject matter to be discussed is as follows:

Contractual - Proposal for Shared Services – Fire Safety – Dennis Concanon Raritan Fire Safety Inspector and Supervisor Don Hutchins

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.

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

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

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

RETURN TO REGULAR SESSION

Township Committee returned to Regular Session at 10:09P.M.

ADJOURNMENT

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

Respectfully submitted,

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