

KINGWOOD TOWNSHIP COMMITTEE

Regular Meeting Agenda

March 5, 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

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

- March 7** - Hunterdon Co. Hazardous Waste Clean-Up Day 9:00am-1:00pm
Hunterdon Co. Complex – 314 Route 12
- March 21** - Hunterdon County Electronic Waste Clean-Up 9:00am-1:00pm
Hunterdon Co. Complex – 314 Route 12
- April 2** - Regular Monthly Township Committee Meeting beginning at
7:00pm at Municipal Building
- April 25** - County Ident-A-Shred at Route 12 County Complex

1). Monthly Reports

- Emergency Management Report – March 2020**
- Advanced Animal Control – Report February 2020**
- Bill List – March 2020**
- Budget Status Report – March 2020**
- Court Report – February 2020**
- Construction Department Report – February 2020**
- NJSP Report – February 2020**
- Township Engineer’s Report – February 2020**
- Tax Collector Report – February 2020**
- Zoning Officer Report – February 2020**
- Annual Report - Mount Amwell Project Annual Report 201**

March 5, 2020 Consent Agenda Continued

Resolution No. 2020 – 24 Budget Reserve Appropriation Transfers

Resolution No. 2020 – 25 Temporary Emergency Resolution

2). **Bills and Claims** - \$1,262,199.14

3). **Resolutions**

Resolution No. 2020 - 26 Cancellation of Transfer to Grant Fund

Resolution No. 2020 - 27 Professional Services Agreement – D. Pierce

Resolution No. 2020 –28 Cancelling TTL 18-008-Block 51-Lot 44

Resolution No. 2020- 29 Appointment of Public Agency Compliance
Office for 2020

Resolution No. 2020 - 30 Recycling Tonnage Grant 2020

Resolution No. 2020 - 31 Sourcewell Cooperative Pricing System for
Calendar Year 2020

4). **Minutes**

February 6, 2020 Regular Meeting

February 6, 2020 Executive Session

February 24, 2020 Special Mgt. - Budget Workshop

March 2, 2020 Special Mtg. - Budget Workshop

5). **Correspondence**

K. Flugh Email Re: Derewal/Superfund site

Letter of resignation from Bryan Courter

6) **Supplemental Debt Statement**

Motion and Approval for Items on Consent Agenda

Items removed from the Consent Agenda for Discussion and Approval:

Emergency Management Report – February 2020

Resolution - Setting Use Fees for Township Park List of Park Fees Attachment

Ordinances

Ordinance No. 20 – 04 - 2020 – An Ordinance of the Township of Kingwood, County of Hunterdon, State of New Jersey to Create Chapter 57 Entitled “Animals” of the Code of the Township of Kingwood to Require the Vaccination of Cats – Introduction on First Reading

Ordinance No. 20 – 05 – 2020 An Ordinance to the Township of Kingwood County of Hunterdon, State of New Jersey, Abolishing the Recreation Commission and the Parks and Recreation Committee, and In Place and Stead, Creating a Recreation Committee - Introduction on First Reading

Ordinance No. 20 – 06 - 2020 Calendar Year 2020 – Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A.) 40A:4-45.14) - Introduction and First Reading

March 5, 2020 Regular Agenda Continued

Ordinances Continued

Ordinance No. 20 – 07 - 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 - Introduction and First Reading

Bond Ordinance No. 20 – 08 – 2020 To Provide for Preliminary Planning Costs in Connection with Construction of a New Municipal Building Appropriating \$275,000 and Authorizing the Issuance of \$261,500 Bonds or Notes - Introduction and First Reading

Ordinance No. 20 – 09 - 2020 To Vacate an Unnamed Street Not Needed for a Public Purpose - Introduction and First Reading

Old Business

Penn East Pipeline Update
Update on Warsaw Road

New Business

Introduction of 2020 Municipal Budget

- Resolution 2020 - 33** Introduction of 2020 Municipal Budget
- Resolution 2020 - 34** Temporary Capital Budget
- Resolution 2020 - 35** Deferral of Delaware Valley H.S. Tax
- Resolution 2020 - 36** Deferral of Kingwood Township School Tax
- Resolution 2020 - 37** Cable Television Franchise Fee
- Resolution 2020 –38** Milford Borough Shared Court Costs
- Resolution 2020 - 39** Recycling Tonnage Grants 2019 Reserve
- Resolution 2020 - 40** Recycling Tonnage Grants 2018 Reserve
- Resolution 2020 - 41** Sustainable Jersey Nature Conservancy

Township Committee Liaison Monthly Reports
Accounting Services – Review Resumes Submitted
School Budgets – Moving Back to April Elections
Discuss Abandonment of Old Route 12
Approve List Items - DPW Equipment to Auction
Municipal Building Project
E&LP Professional Service Estimate
LOSAP List of Qualified Members - Kingwood Rescue Squad
Tax Assessment Data – Update
Agreement for Maritan Property – Block 33, Lot 25

Executive Session – Resolution No. 2020 - 32

Contractual - Establishment of a Local Life Hazard Inspector/Local Enforce Agency
H. Kelley Block 51 Lot 16 Byram BOA Appeal
Attorney Client Privilege - Van Cleef Engineering Invoice: Additional Charges/Tax Map

Return to Regular Session

New Calendar System on Aptiris First Class System

Adjournment

Township Committee Minutes

March 5, 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, and Deputy Clerk Michele Tipton Walters. Clerk Cynthia Keller was absent. 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

There were no public comments.

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

- March 7** - Hunterdon Co. Hazardous Waste Clean-Up Day 9:00am-1:00pm
Hunterdon Co. Complex – 314 Route 12
- March 21** - Hunterdon County Electronic Waste Clean-Up 9:00am-1:00pm
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- April 2** - Regular Monthly Township Committee Meeting beginning at
7:00pm at Municipal Building
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- 1). Monthly Reports
 - Emergency Management Report – March 2020
 - Advanced Animal Control – Report February 2020
 - Bill List – March 2020
 - Budget Status Report – March 2020
 - Court Report – February 2020

March 5, 2020 Consent Agenda Continued

Monthly Report Continued

- Construction Department Report – February 2020
- Township Engineer’s Report – February 2020
- NJSP Report – February 2020
- Township Engineer’s Report – February 2020
- Tax Collector Report – January 2020
- Zoning Officer Report – February 2020
- Annual Report Mount Amwell Project Annual - Report 2019

RESOLUTIONS

Resolution No. 2020 – 24 Budget Reserve Appropriation Transfers

The following Resolution was introduced:

RESOLUTION NO. 2020 - 24

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
Recreation Other Expenses	Parks & Playgrounds Other Expense	\$100.00

Resolution No. 2020 – 25 Temporary Emergency Resolution

The following Resolution was introduced:

RESOLUTION NO. 2020 – 25

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. 40A:4-20 provides for the creation of an emergency temporary appropriation 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) including this resolution total \$11,000.00.

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 \$9,500.00 as follows:

LIABILITY INSURANCE – OTHER EXPENSE **\$ 9,500.00**

2. Said emergency temporary appropriations will be provided for in 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** - \$1,262,199.14

3). **RESOLUTIONS**

Resolution No. 2020 – 26 Cancellation of Transfer to Grant Fund

The following Resolution was introduced:

RESOLUTION NO. 2020 – 26

CANCELLATION OF TRANSFER TO GRANT FUND

WHEREAS, the 2019 budget contained a budget line item for matching funds for grants in the amount of \$8,000.00, and

WHEREAS, the Township did not have a grant that required that match.

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 Chief Financial Officer be authorized to transfer from the Grant Fund to the Current Fund the amount of \$8,000.00, which represents the unappropriated grant reserve.

Resolution No. 2020 – 27 Professional Services Agreement – D. Pierce

The following Resolution was introduced:

RESOLUTION NO. 2020 - 27

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:

David Pierce Lindabury McCormick, Estabrook & Cooper, P.C. P.O. Box 2369 Westfield, NJ 07091	Township Attorney Planning Bd./BOA	One Year \$25,000.00
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Resolution No. 2020-28 Cancelling TTL 18-008-Block 51 – Lot 44

The following Resolution was introduced:

RESOLUTION NO. 2020 – 28

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

WHEREAS, the following Certificate of Sale:

TTL 18-008 - Block 51, Lot 44

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 \$24,821.75 from the mortgagor 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 Certificate of Sale for cancellation.

Resolution No. 2020 - 29 – Appointment of Public Agency Compliance Officer for 2020

The following Resolution was introduced:

RESOLUTION NO. 2020 - 29

APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICER 2020

WHEREAS, the Township of Kingwood has been advised by the Department of Treasury, Affirmative Action Officer, that it is necessary to appoint a Public Compliance Officer (P.A.C.O.); and

WHEREAS, this is an annual appointment – this appointment will be for calendar year 2020;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Kingwood, County of Hunterdon, and State of New Jersey to appoint Cynthia Keller, Municipal Clerk, to this office as this individual has knowledge of the professional services and procurement contracts entered into by Kingwood Township.

Resolution No. 2020-30 – Recycling Tonnage Grant 2020

The following Resolution was introduced:

RESOLUTION NO. 2020 – 30

RECYCLING TONNAGE GRANT 2020

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L. 1987, c. 102, has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue to expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection has promulgated recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including, but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a resolution authorizing this municipality to apply for the 2019 Recycling Tonnage Grant will memorialize the commitment of this municipality to recycling and indicate the assent of the Kingwood Township Committee to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, such a resolution should designate the individual authorized to ensure that the application is properly completed and timely filed; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood that the Township of Kingwood hereby endorses the submission of the Recycling Tonnage Grant application to the New Jersey Department of Environmental Protection and designates Sandra McNicol to ensure that the said Application is properly filed; and

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

Resolution No. 2020 – 31 Sourcewell Cooperative Pricing System for Calendar Year 2020

The following Resolution was introduced:

RESOLUTION NO. 2020 - 31

RESOLUTION OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY AUTHORIZING MEMBER PARTICIPATION IN THE SOURCEWELL COOPERATIVE PRICING SYSTEM FOR CALENDAR YEAR 2020

WHEREAS, N.J.S.A. 52:34-6.2 authorizes contracting units to purchase goods, or to contract for services, may make purchases and contract for services through the use of a nationally-recognized and accepted cooperative purchasing agreement that has been developed utilizing a competitive bidding process by another contracting unit within the State of New Jersey, or within any other state, when available; and

WHEREAS, the nationally-recognized Cooperative pricing System, hereafter referred to as Sourcewell Cooperative Purchasing System, has offered voluntary participation in the national cooperative purchasing agreement for the purchase of goods and services; and

WHEREAS, it is the desire of the Township of Kingwood to join the Sourcewell Cooperative Purchasing System to purchase goods and services, to make the procurement process more efficient and to provide cost savings to the Township.

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

1. That the Governing Body of the Township of Kingwood hereby authorizes the Mayor and Municipal Clerk to enter into a member participation agreement and to participate in the Sourcewell Cooperative Pricing System for Calendar Year 2020.
2. The Township be responsible to ensure that the goods and or services procured through the Sourcewell Cooperative Purchasing System comply with all applicable laws of the State of New Jersey, Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

4). **Minutes**

February 6, 2020 Regular Meeting
February 6, 2020 Executive Session
February 24, 2020 Special Mgt. - Budget Workshop
March 2, 2020 Special Mtg. - Budget Workshop

5). **Correspondence**

K. Flugh Email Re: Derewal/Superfund site
Letter of resignation from Bryan Courter

6) **Supplemental Debt Statement**

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 \$1,262,199.14 that are in order and attached as Bill List for March 2020.

Roll Call Vote:

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

Items removed from the Consent Agenda for Discussion and Approval:

Emergency Management Report – February 2020

EMC, Jack MacConnell noted recently meeting with the County Emergency Management Committee. They discussed the Coronavirus and how the social media is reporting information to the public, which is beginning to culminate.

J. MacConnell stated there is nothing at this time planned for quarantine. If there happens to be cases where there are residents quarantined in their own homes, the County will provide them with food, water and what they need. These items would be dropped off at their driveways and residents would pick them up.

J. MacConnell noted the Township agreed approximately 12 years ago, due to any serious illnesses, that the Township building would be closed to the public. A note would be posted on the doors informing the public to call or e-mail the municipal building for assistance.

The Township also needed to do a survey of the local Kingwood Park. The tables which are used by individual groups who visit the park often need to be wiped down daily, and the bathrooms need to be cleaned each day.

J. MacConnell noted they are continuously cutting approximately 7 -10 ash trees down each time they are working at the Kingwood Park. He mentioned a class he and Deputy Mayor Dodds attended, which was a National Program. They were instructed how to use a tourniquet and other devices to stop bleeding. He offered to put together another class for those who could not attend. He noted it was an interesting class and they learned so much.

Proposed Resolution - 2020 - Setting Use Fees for Township Parks for 2020

Deputy Mayor Dodds requested this resolution be tabled until next month to make a few amendments.

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to table the Resolution until the April 2, 2020 Township Meeting.

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

ORDINANCES

ORDINANCE NO. 20 – 04 – 2020 AN ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY TO CREATE CHAPTER 57 ENTITLED “ANIMALS” OF THE CODE OF THE TOWNSHIP OF KINGWOOD TO REQUIRE THE VACCINATION OF CATS - Introduction and First Reading

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

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to introduce on first reading **ORDINANCE NO. 20-04-2020 AN ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY TO CREATE CHAPTER 57 ENTITLED “ANIMALS” OF THE CODE OF THE TOWNSHIP OF KINGWOOD TO REQUIRE THE VACCINATION OF CATS.**

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

Consideration of final adoption at a public hearing is scheduled for Thursday, April 2, 2020 at a meeting beginning at 7:00 P.M. at the municipal building.

ORDINANCE

ORDINANCE NO. 20 – 05 -2020 - AN ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY, ABOLISHING THE RECREATION COMMISSION AND THE PARKS AND RECREATION COMMITTEE, AND IN ITS PLACE AND STEAD, CREATING A RECREATION COMMITTEE – Introduction and First Reading

The Township Committee reviewed Ordinance No. 20-05-2020 and requested amendments to be made to the ordinance. This ordinance will be tabled to be reintroduced at the next Township Meeting on April 2, 2020.

ORDINANCE

ORDINANCE NO. 20 – 06 - 2020 CALENDAR YEAR 2020 – ORDINANCE TO EXCEED MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14) - Introduction and First Reading

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

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to introduce on first reading **ORDINANCE NO. 20 – 06 - 2020 CALENDAR YEAR 2020 – ORDINANCE TO EXCEED MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14).**

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

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

Consideration of final adoption at a public hearing is scheduled for Thursday, April 2, 2020 at a meeting beginning at 7:00 P.M. at the municipal building.

ORDINANCE

ORDINANCE NO. 20 –07-2020 - 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 – Introduction and First Reading

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

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to introduce on first reading **ORDINANCE NO. 20 –07-2020 - 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.**

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

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

Consideration of final adoption at a public hearing is scheduled for Thursday, April 2, 2020 at a meeting beginning at 7:00 P.M. at the municipal building.

ORDINANCE

ORDINANCE NO. 20-08-2020 - BOND ORDINANCE PROVIDING FOR PRELIMINARY PLANNING EXPENSES FOR THE CONSTRUCTION OF A MUNICIPAL BUILDING IN AND BY THE TOWNSHIP OF KINGWOOD, IN THE COUNTY OF HUNTERDON, NEW JERSEY, APPROPRIATING \$275,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$261,500 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THERE OF BE IT ORDAINED – Introduction and First Reading

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

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to introduce on first reading **ORDINANCE NO. 20-08-2020 - BOND ORDINANCE PROVIDING FOR PRELIMINARY PLANNING EXPENSES FOR THE CONSTRUCTION OF A MUNICIPAL BUILDING IN AND BY THE TOWNSHIP OF KINGWOOD, IN THE COUNTY OF HUNTERDON, NEW JERSEY, APPROPRIATING \$275,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$261,500 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THERE OF BE IT ORDAINED.**

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

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

Consideration of final adoption at a public hearing is scheduled for Thursday, April 2, 2020 at a meeting beginning at 7:00 P.M. at the municipal building.

ORDINANCE

ORDINANCE NO. 20-09-2020 - ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY, TO VACATE AN UN-NAMED STREET NOT NEEDED FOR A PUBLIC PURPOSE – Introduction and First Reading

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

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to introduce on first reading **ORDINANCE NO. 20-09-2020 - ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY, TO VACATE AN UN-NAMED STREET NOT NEEDED FOR A PUBLIC PURPOSE.**

Attorney K. Campbell reviewed the map attached to the ordinance regarding the un-named street. She will be sending each property owner to be affected, a copy of the proposed ordinance.

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

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

Consideration of final adoption at a public hearing is scheduled for Thursday, April 2, 2020 at a meeting beginning at 7:00 P.M. at the municipal building.

OLD BUSINESS

Penn East Pipeline Update

Committeewoman Syrnick gave an update on the Penn East Pipeline. The Penn East Pipeline is in the process of segmenting the project on the Pennsylvania side. Yesterday was the deadline to register as an intervener, therefore Committeewoman Syrnick registered the Township as an intervener. She noted there is a 30 day comment period until the end of March.

Warsaw Road Update:

Attorney K. Campbell noted there is nothing new to report at this time.

NEW BUSINESS

INTRODUCTION OF THE 2020 MUNICIPAL BUDGET

Resolution No. 2020 – 33 Introduction of the 2020 Municipal Budget

The following Resolution was introduced:

RESOLUTION NO. 2020 - 33

INTRODUCTION AND ADOPTION OF CY2020 BUDGET

Section 1.

Municipal Budget of the Township of Kingwood, County of Hunterdon for the Fiscal Year 2020

BE IT RESOLVED that the following statements of revenues and appropriations shall constitute the Municipal Budget for the year 2020;

BE IT FURTHER RESOLVED that said Budget be published in the Hunterdon County Democrat in the issue of March 19, 2020;

The Township Committee of the Township of Kingwood does hereby approve the following as the Budget for the year 2020:

RECORDED VOTE

Ayes	Nays	Abstained	Absent
Dodds			
Syrnick			
Ciacciarelli			

Notice is hereby given that the Budget and Tax Resolution was approved by the Township Committee of the Township of Kingwood, County of Hunterdon on March 5, 2020.

A Hearing on the Budget and Tax Resolution will be held at the Municipal Building on April 2, 2020 at 7:00PM at which time and place objections to said Budget and Tax Resolution for the year 2020 may be presented by taxpayers or other interested persons.

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

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

RESOLUTION

Resolution No. 2020 – 34 Temporary Captial Budget

The following Resolution was introduced:

RESOLUTION NO. 2020 – 34 TEMPORARY CAPITAL BUDGET

WHEREAS, the Township of Kingwood desires to constitute the 2020 Temporary Capital Budget of said municipality by inserting preliminary expenses.

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

Section 1. The 2020 Temporary Capital Budget of the Township of Kingwood is hereby constituted by the adoption of a schedule to read as follows:

Temporary Capital Budget of the Township of Kingwood, Hunterdon County, New Jersey

Projects Scheduled for 2020

Method of Financing

Project	Estimated Costs	Financing
Professional Services for Municipal Building	\$275,000.00	Capital Improvement Fund - \$13,500 Bonds & Notes Authorized - \$261,500.

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

RESOLUTION

Resolution No. 2020 – 35 Deferral of Taxes Delaware Valley Regional High School

The following Resolution was introduced:

RESOLUTION NO. 2020 – 35

DEFERRAL OF TAXES DELAWARE VALLEY REGIONAL HIGH SCHOOL

WHEREAS, regulations of the State of New Jersey provide for the deferral of school taxes in an amount not to exceed fifty percent of the annual school tax levy when such taxes are raised on a fiscal year basis (school year July 1 through June 30); and

WHEREAS, said taxes subject to deferral have not been requisitioned by or paid to the school district; and

WHEREAS, it is the desire and intent of the governing body of the Township of Kingwood, County of Hunterdon, to avail the Township of the deferral as permitted by regulations promulgated by the Local Finance Board, Division of Local Government Services, New Jersey Department of Community Affairs; and

WHEREAS, fifty percent of the school tax levy of the Delaware Valley Regional High School District is \$1,956,370.50.

NOW THEREFORE BE IT RESOLVED that the Mayor and Committee of the Township of Kingwood, County of Hunterdon, hereby authorize the Chief Financial Officer of the Township to defer \$1,271,640.83 of school taxes as permitted by the aforementioned regulation; and

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

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

RESOLUTION

Resolution No. 2020 – 36 Deferral of Taxes Kingwood Township School

The following Resolution was introduced:

RESOLUTION NO. 2020 – 36

DEFERRAL OF TAXES KINGWOOD TOWNSHIP SCHOOL

WHEREAS, regulations of the State of New Jersey provide for the deferral of school taxes in an amount not to exceed fifty percent of the annual school tax levy when such taxes are raised on a fiscal year basis (school year July 1 through June 30); and

WHEREAS, said taxes subject to deferral have not been requisitioned by or paid to the school district; and

WHEREAS, it is the desire and intent of the governing body of the Township of Kingwood, County of Hunterdon, to avail the Borough of the deferral as permitted by regulations promulgated by the Local Finance Board, Division of Local Government Services, New Jersey Department of Community Affairs; and

WHEREAS, fifty percent of the school tax levy of the Kingwood Township School District is \$3,025,306.00.

NOW THEREFORE BE IT RESOLVED that the Mayor and Committee of the Township of Kingwood, County of Hunterdon, hereby authorize the Chief Financial Officer of the Borough to defer \$1,966,448.90 of school taxes as permitted by the aforementioned regulation; and

BE IT FURTHER RESOLVED, that certified copies of this resolution be forwarded to the Chief Financial Officer of the Borough and the Director of the Division of Local Government Services, Department of Community Affairs.

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

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

RESOLUTION

Resolution No. 2020 – 37 Cable TV Franchises Fee

The following Resolution was introduced:

RESOLUTION NO. 2020 - 37

CABLE TV FRANCHICES FEE

WHEREAS, the Township of Kingwood desires to anticipate as an item of general revenue with prior written consent of the Director of Local Government Services in the amount of \$12,024.00 and

THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Kingwood that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2020 Budget under the following caption:

Cable TV Franchise Fee

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

RESOLUTION

Resolution No. 2020 – 38 Milford Borough Share of Court Costs

The following Resolution was introduced:

RESOLUTION NO. 2020 - 38

MILFORD BOROUGH SHARE OF COURT COSTS

WHEREAS, the Township of Kingwood desires to anticipate as an item of general revenue with prior written consent of the Director of Local Government Services in the amount of \$22,700.00 and

THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Kingwood that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2020 Budget under the following caption:

Milford Borough Share of Court Costs

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

RESOLUTION

Resolution No. 2020 – 39 Recycling Tonnage Grant 2019 Reserve

The following Resolution was introduced:

RESOLUTION NO. 2020 – 39

RECYCLING TONNAGE GRANT 2019 RESERVE

WHEREAS, the Township of Kingwood desires to anticipate as an item of general revenue with prior written consent of the Director of Local Government Services in the amount of \$7,034.10 and

THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Kingwood that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2020 Budget under the following caption:

Recycling Tonnage Grant – 2019 Reserve

RESOLUTION

Resolution No. 2020 – 40 Recycling Tonnage Grant 2018 Reserve

The following Resolution was introduced:

RESOLUTION NO. 2020 – 40

RECYCLING TONNAGE GRANT 2018 RESERVE

WHEREAS, the Township of Kingwood desires to anticipate as an item of general revenue with prior written consent of the Director of Local Government Services in the amount of \$6,411.92 and

THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Kingwood that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2020 Budget under the following caption:

Recycling Tonnage Grant – 2018 Reserve

BE IT FURTHER RESOLVED that TWO certified copies of this Resolution be forwarded to the Office of the Director of Local Government Services.

RESOLUTION

Resolution No. 2020 – 41 Sustainable Jersey – Nature Conservancy

The following Resolution was introduced:

RESOLUTION NO. 2020 – 41

SUSTAINABLE JERSEY – NATURE CONSERVANCY

WHEREAS, the Township of Kingwood desires to anticipate as an item of general revenue with prior written consent of the Director of Local Government Services in the amount of \$2,421.10 and

THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Kingwood that the prior written consent of the Director of Local Government Services be requested to include as an item of general revenue in the 2020 Budget under the following caption:

Sustainable Jersey – Nature Conservancy

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to adopt Resolutions No. 2020 - 39, No. 2020 - 40 and No. 2020 - 41.

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

Township Committee Liaison Monthly Reports:

Committeewoman Syrnick reported that she has been traveling, therefore, has not attended the recent Open Space/Agricultural Advisory Committees and Environmental Commission meetings.

Deputy Mayor Dodds reported there will be a free tree giveaway on April 4th at the Horseshoe Bend Park. National Trails Day is scheduled in June 6th at the Horseshoe Bend Park and the Horseshoe Bend Park – Flag Kirkland Three Bridges Hike is planned for that day, beginning at 9am-1pm. The Environmental Commission along with volunteers will be planting trees on April 15th at the Kingwood Park from the grant they received. The Environmental Commission has scheduled a hike also in May. The Annual Egg Hunt is scheduled for April 11th. The egg coloring will be on April 9th at the Kingwood Fire House on Rt. 519.

Mayor Ciacciarelli reported the Department of Public Works would like to sell old equipment online. They will also be siding the salt barn. The backhoe, which the township was researching to rent, will now be purchased. The DPW will be putting a parking lot for six spaces next to the Melnyk Pond since there are more people using the pond to fish.

Accounting Services:

The Township Committee reviewed three employment applications for the Financial Assistant position. C.F.O. Diane Laudenschlager requested the Township table the discussion until next month. Committeewoman Syrnick asked that references be carefully checked.

Discuss Abandonment of Old Route 12

School Budgets – Moving back to April Elections:

Mayor Ciacciarelli noted there are provisions to moving the school budget elections back to April, so the residents get a chance to vote on the school budgets.

Attorney K. Campbell explained the school elections were moved to November back in 2012, which were required to stay in November for four years.

She noted those years have passed and we can work on bringing it back in April. She noted that we missed the cutoff for 2020, but that a change can be made in January of 2021 for an April election of that year. A change can be made by resolution, but the Board of Education of each school must be noticed so it gives them a chance to come speak at the Township Committee. Attorney K. Campbell suggested beginning this process in December of this year.

DPW Equipment for Auction

The Township Committee reviewed the items listed to be auctioned. It was discussed that the State has mandated auction items must be placed on Municibid.

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to authorize the sale of the Department of Public Works equipment to be sold by auction on Municibid.

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

Municipal Building Project

No new information to report.

E&LP Professional Service Estimate

The Township Committee reviewed the E & LP Professional Services Estimate.

LOSAP List of Qualified Members – Kingwood Rescue Squad

The Township Committee reviewed the list of qualified members for the LOSAP Program for the Kingwood Rescue Squad.

Tax Assessment Data – Update

There was a discussion regarding the tax assessment data on the computer in the Tax Assessor’s Office. Mr. Gill was advised to remove all information not related to Kingwood Township from the computer in his office. Data on the computers should only consist of information pertaining to the Township.

Agreement for Maritan Property – Block 33, Lot 25

Deputy Mayor Dodds gave a brief description of the Maritan property, which is the Idell Preserve located on Barbertown Idell Road. He explained the Township has funds in Green Acres, also applied to the County for a grant of 50% of the funding. The Hunterdon Land Trust is also working on the purchase of the property. D. Pierce Attorney has been working on the contract agreement, which is ready for the Mayor to sign. After the agreement is signed then the Township can seek quotes for a survey, environmental study, and a title search.

EXECUTIVE SESSION - RESOLUTION NO. 2020 – 32

The following Resolution was introduced to enter into closed session at approximately 8:30P.M.:

RESOLUTION NO. 2020 - 32

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:

1. 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:

Contractual - Establishment of a Local Life Hazard Inspector/Local Enforce Agency
H. Kelley Block 51 Lot 16 Byram BOA Appeal
Attorney Client Privilege - Van Cleef Engineering Invoice

3. 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.

4. This resolution shall take effect immediately.
5. 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 9:05P.M.

New Calendar System on Aptiris First Class System

Deputy Mayor Dodds presented a new calendar system the on Aptiris First Class System, which would be used just for Township community events and committee meetings. At this time this will only be for Kingwood employees. The calendar would be managed by the Clerk's office.

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to adjourn the meeting at 9:11P.M. **All** voted **Aye** on **Roll Call Vote**.

Respectfully submitted,

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