

2022 – 227

Kingwood Township Committee Minutes

October 6, 2022 – 7:00PM

A Regular Meeting of the Kingwood Township Committee was called to order at 7:00P.M. with Mayor Syrnick presiding. The Township Committee Meeting was in person on this date of October 6, 2022.

Also present at the meeting were Deputy Mayor Ciacciarelli, Attorney J. Moscagiuri, C.F.O. D. Laudenbach, Deputy Clerk M. Tipton-Walters and Clerk C. Keller. Committee Member Russano was absent. Mayor Syrnick 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 6, 2022 and by telefaxing a copy of the notice to the Express Times on January 4, 2022. Copies of the notice were also posted in the Kingwood Township Municipal Building, Township Website and the Baptistown Post Office.

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.

First Responders Monthly Reports

There were no First Responders this evening at the meeting.

Public Comment – Privilege of the Floor

Rick Titchner, 457 Oak Grove Road – Present to express the importance to hire an armed security officer at the Kingwood Township Elementary School. Mr. Titchner obtained 200 signatures on a petition from residents. He informed the Township Committee regarding a program the Hunterdon County Sheriff has launched called “Sheriff’s Officer Class III Program.” The cost for the security guard would be \$50,000 a year. Sheriff’s office provides training and uniforms. Sheriff Fredrick Brown has offered to come speak to the public regarding the program at a Township meeting.

Committee Member Russano, Liaison for the Kingwood Township B.O.E was absent this evening, therefore, Mayor Syrnick recommended to send an invitation to Sheriff Brown asking if he would attend the next Township Committee meeting to give a presentation on the program. The Kingwood Township Board of Education would also be invited. This presentation will also be posted on the website for the public to attend.

Holly Kachorsky and Nan Marie Hasson, Township residents – Explained her address has been deemed as unsafe for the children to be picked up or dropped off by the school bus. As a single working mother, she is concerned, because the children are being dropped off in the municipal building parking lot on Oak Grove Road and need to walk home along Route 519 going north. There are no sidewalks, no shoulder and very dangerous. Speed limit is 25 miles an hour going through Baptistown, but then changes to 40 miles per hour on Route 519 right past Oak Grove Road. Came to ask if the Township could do anything to help them. Feels the speed limit should be lowered.

Deputy Mayor Ciacciarelli explained Route 519 is a county road and it is not easy to get the speed limit changed.

Mayor Syrnick suggested they attend the Kingwood Township Board of Education meeting and explain to the Board everything they discussed tonight.

The Township Committee suggested writing a letter to the Assembly and Senate members for a possible response from them. Mayor Syrnick will be writing the letter including pictures from Holly Kachorsky and Nan Marie Hasson.

Mary MacConnell, Spring Hill Road – Requested the information in Resolution No. 2022 -125 List of Targeted Farms and Resolution No. 2022 – 128 audit recommendations for the 2021 audit. Mayor Syrnick noted these will be taken off the Consent Agenda for discussion.

Betty DeSapio, 90 Stompt Tavern Road, Historian – Asked the Township Committee the plan to renovate the William Lindsay White House. Mayor Syrnick responded the Park and Recreation Committee has the responsibility to maintain the structures on park properties. Mayor Syrnick attended the Parks and Recreation meeting last evening and it was discussed to obtain bids to repair the William Lindsay White House to keep the home stable. Betty DeSapio thanked the Committee for the update.

Mayor Syrnick noted Cynthia Keller will be retiring on October 31st. She introduced new employee Tiffany Crivelli, who has been hired as the Acting Municipal Clerk. She then administered the Oath of Office to Tiffany Crivelli.

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

- October 8** - Public Shredding Services/Lobby Twp. Municipal Bldg. 10am-3pm Mon-Fri
- October 8** - Final Clean-Up Day Scheduled for 2022 – DPW Bldg. 255 Union Rd. 9am-12noon
- October 10** - Municipal Offices Closed – Holiday Columbus Day
- October 22** - Ident-A-Shred 314 County Complex Rt. 12 – 9:00am – 12:00noon
- November 3** - Regular Monthly Township Committee Meeting beginning at 7:00pm – Agenda Available on the Twp. Website
- November 8** - General Election – Voting at the Kingwood Fire House – 952 Route 519 6:00am-8:00pm
- November 11** - Holiday – Veterans Day – Municipal Offices Closed

1). Monthly Reports

- Advanced Animal Control – Incidents Reports**
- Budget Status Report – October 2022**
- Court Report – September 2022**
- Construction Reports – September 2022**
- Emergency Management Report – September 2022**
- Fire Marshall Monthly Report – September 2022**
- New Jersey State Police – Kingwood Sta– August 2022**
- Kingwood First Aid & Rescue Report for September 2022**

Monthly Reports Continued

Township Engineer’s Report – September 2022
Tax Collector Report for September 2022
Zoning Official Report for September 2022

- 2). Bills and Claims \$827,437.29
- 3). Resolutions

Resolution No. 2022 -117 Authorizing Purchase Through County Cooperative Pricing of Snow and Ice Materials for 2022 – 2023

RESOLUTION NO. 2022 - 117

**AUTHORIZING PURCHASE THROUGH COUNTY
COOPERATIVE PRICING OF SNOW AND
ICE MATERIALS**

WHEREAS, Kingwood Township has a need for certain goods and services that are offered through cooperative pricing with the County of Hunterdon; and

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

WHEREAS, the Township of Kingwood is a member of the County of Hunterdon Cooperative Pricing System;

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

- 1. The Township of Kingwood, as a member of the Hunterdon County Cooperative Pricing System, hereby authorizes the purchase of Snow and Ice Control Materials from the low bidder for these items, Morton Salt, Inc., per the bid amount set forth in correspondence from Hunterdon County dated September 22, 2022 attached hereto and made a part hereof.

Resolution No. 2022- 118 Tax Sale Redemption Cert# 22-003 B1 17, L17

RESOLUTION NO. 2022 - 118

TAX SALE REDEMPTION

WHEREAS, the Tax Collector has received redemption monies in the amount of \$3,625.35 to redeem Tax Sale Certificate No. 22-003 on Block 17, Lot 17.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that the Chief Financial Officer be authorized to issue a check in the amount of \$3,625.35 to Culmac Investors Inc., PO Box 251, Monmouth Beach, NJ, 07750 as redemption for Tax Sale Certificate No. 22-003.

Resolution No. 2022- 119 Tax Sale Redemption Cert#19-005 Bl 22, L19.04

RESOLUTION NO. 2022 - 119

TAX SALE REDEMPTION

WHEREAS, the Tax Collector has received redemption monies in the amount of \$41,483.42 to redeem Tax Sale Certificate No. 19-005 on Block 22, Lot 19.04, and

WHEREAS, the lienholder paid at the time of the sale a premium in the amount of \$6,000.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that the Chief Financial Officer be authorized to issue a check in the amount of \$47,483.42 to Fedigan LLC, 474 Mary Allen Way, Mountainside, New Jersey, 07092 as redemption for Tax Sale Certificate No. 19-005.

Resolution No. 2022 -120 Amending Resolution No. 2022–113 Exec. Session

RESOLUTION NO. 2022 – 120

**AMENDMENT TO RESOLUTION NO. 2022 – 113
EXECUTIVE SESSION RESOLUTION**

WHEREAS, on September 1, 2022 the Township Committee entered into an executive session; and **WHEREAS**, during executive session the Township Committee needed to discuss additional subject matters.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey amend Resolution No. 2022-113 to be amended with the following subject matters discussed on September 1, 2022.

The general nature of the subject matters to be amended is as follows:

- Personnel - Potential Employment Matters**
- Bonding Issues**
- Contractual/Client Privilege - HBP - MOA**
- Attorney Client Privilege - Hunting Program 2022**

Resolution No. 2022 - 121 Refund of Taxes Due to Determination of Exempt Veteran Owner

RESOLUTION NO. 2022-121

REFUND OF TAXES DUE TO DETERMINATION OF EXEMPT VETERAN OWNER

WHEREAS, the tax assessor granted a veteran’s exemption on Block 12, Lot 3 on March 16, 2022, and
WHEREAS, the third quarter taxes were paid by their mortgage company in the amount of \$1,606.50,
and

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 Chief Financial Officer shall be authorized to issue the following refund to Catherine and Alan W. Runfeldt, 1140 State Highway 12, Frenchtown, New Jersey, 08825 in the amount as follows:

3rd qtr. 2022 - \$1606.50

Resolution No. 2022 -122 Resolution Authorizing the Application for a LAIF Grant for the Ridge Road

RESOLUTION NO. 2022 – 122

**APPROVAL TO SUBMIT A GRANT APPLICATION
AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY
DEPARTMENT OF TRANSPORTATION FOR THE LAIF-2023-RIDGE ROAD
CULVERT RECONSTRUCTION-00022**

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

BE IT FURTHER RESOLVED that the Township Committee and Clerk are hereby authorized to submit an electronic grant application identified as LAIF-2023-Ridge Road Culvert Reconstruction - 00022 to the New Jersey Department of Transportation on behalf of the Township of Kingwood.

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

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

Resolution No. 2022 -123 Reserve for Preliminary Expenses/Ridge Road Drainage

RESOLUTION NO. 2022 – 123

RESERVE FOR PRELIMINARY EXPENSES – RIDGE ROAD DRAINAGE

WHEREAS, the Township Committee of the Township of Kingwood hereby acknowledges the requirement of preliminary costs to determine the scope and cost of a proposed undertaking; and

WHEREAS, the purpose of these preliminary costs is to contract for the expenditure of preparing a cost estimate for the reconstruction of Ridge Road Drainage.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that the amount appropriated for preliminary costs shall not exceed \$30,000.00.

Resolution No. 2022-124 Authorizing the Township of Kingwood to Refund Monies Collected in Connection with the Horseshoe Bend Park Hunting Program for 2022-2023 and Deferring Hunting on All Township Property for the 2022 – 2023 Season/Schedule A

This Resolution was removed from the Consent Agenda for review.

Resolution No. 2022- 125 Planning Incentive Grant – List of Targeted Farms

This Resolution was removed from the Consent Agenda for review.

Resolution No. 2022- 130 Authorizing Purchases from Griffith –Allied Trucking LLC (Allied Oil) Through the Hunterdon County Education Services Commission 2022-2023

RESOLUTION NO. 2022 – 130

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

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

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

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

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

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

The Township of Kingwood, as a member of the Hunterdon County Educational Services Commission, hereby authorizes the purchase of fuel oil, diesel fuel and gasoline from the low bidder for these items, Griffith Allied Trucking LLC (Allied Oil), 25 Old Camplain Rd., Hillsborough, NJ 08844 per the renewal for another year set forth in correspondence from the Hunterdon County Educational Services Commission dated October 8, 2022 – October 8, 2023, attached hereto and made a part hereof as Exhibit A.

4). Minutes

September 1, 2022 Regular Meeting
September 1, 2022 Executive Session
September 13, 2022 Special Meeting
September 13, 2022 Executive Session
September 26, 2022 Special Meeting
September 26, 2022 Executive Session

5). Correspondence

Resolution #114-22 Town of Clinton In Support of Opposition of NJ Division of ABC Special Conditions on Limited Brewery Licensees
Resolution #2022.67 Township of Bethlehem In Support of Opposition of NJ Division of ABC Special Conditions on Limited Brewery Licensees
Resolution #2022-94 Township of Union – In Support of Opposition of NJ Division of ABC Special Conditions on Limited Brewery Licensees
Kingwood Township School Newsletter / September 27, 2022
Letter from the Board of County Commissioners of Hunterdon County Re-Letter to Governor Phil Murphy – Proposed SHBP Rate Hikes on Local Participants

Motion and Approval for Items on Consent Agenda

It was moved by Mr. Ciacciarelli, Mayor Syrnick stepped down from the Chair second the motion and carried to approve the items listed under the Consent Agenda, including to pay all Bills and Claims in the amount of **\$827,437.29** that are in order and attached as Bill List for October 2022.

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

Items Removed from Consent Agenda

Mayor Syrnick suggested removing Resolution No. 2022 – 124 from the Consent agenda to review.

Resolution No. 2022–124 Authorizing the Township of Kingwood to Refund Monies Collected in Connection with the Horseshoe Bend Park Hunting Program for 2022-2023 and Deferring Hunting on All Township Property for the 2022 – 2023 Season/Schedule A

RESOLUTION NO. 2022 - 124

A RESOLUTION AUTHORIZING THE TOWNSHIP OF KINGWOOD TO REFUND MONIES COLLECTED IN CONNECTION WITH THE HORSESHOE BEND PARK HUNTING PROGRAM FOR 2022-2023 AND DEFERRING HUNTING ON ALL TOWNSHIP PROPERTY FOR THE 2022-2023 SEASON

WHEREAS, the State of New Jersey, Department of Environmental Protection, Division of Parks, Forestry and Historic Sites Department (the “Department”) is the owner of the following properties: Block 14 Lot 28.02 (consisting of a total of 137 acres); Block 14, Lot 35.01 (consisting of approximately 110 acres); Block 28, Lot 2.01 (consisting of approximately 99 acres) and Block 28, Lot 16 (consisting of approximately 50 acres) which the State acquired pursuant to N.J.S.A. 13:8A-1 et seq., “New Jersey Green Acres Land Acquisition Act of 1968; and

WHEREAS, the Township of Kingwood is the owner of the following properties: Block 14 Lot 30.01 (consisting of approximately 106 acres); Block 19 Lot 5.01 (consisting of approximately 82 acres); Block 12 Lot 25 (consisting of approximately 99 acres) Block 28, Lot 18 (consisting of approximately 59 acres) and Block 33, Lot 25 (consisting of approximately 105 acres); and

WHEREAS, all of the parcels designated in paragraphs 1 and 2 above shall hereinafter be referred to collectively as the “Properties” and grouped into the following designated areas:

- Block 14, Lot 28.02, Block 14, Lot 30.01, Block 14, Lot 35.01, Block 28, Lot 2.01, Block 28, Lot 16 and Block 28, Lot 18 (collectively known as “Horseshoe Bend Park”)
- Block 12, Lot 25 (known as Horseshoe Bend Park East)
- Block 19, Lot 5.01 (known as Kingwood Township Ukarish Property)
- Block 33, Lot 25 (known as Idell Preserve); and

WHEREAS, historically, hunting for properly licensed hunters under the rules and regulations of the NJ Department of Environmental Protection, Division of Fish and Wildlife, has been permitted on portions of the Properties through the Township’s hunting lottery and program; and

WHEREAS, the Township was informed by the Department that it is not authorized to permit or manage a hunting program on State owned property; and

WHEREAS, the Department’s mandate has caused uncertainty with respect to the Township moving forward with its hunting program on Township owned land this hunting season; and

WHEREAS, the Township of Kingwood believes that deferring the Township hunting program for all Township owned properties for the 2022 - 2023 hunting season is advisable and in the best interest of all parties; and

WHEREAS, the Township currently intends to reinstate its hunting lottery and hunting program for Township owned properties next season; and

WHEREAS, the Township and Department are currently engaged in discussions related to permissible hunting activities on State owned lands; and

WHEREAS, the State has determined that bow hunting remains permissible on State owned land for the 2022 - 2023 season in accordance with State rules and regulations; and

WHEREAS, thirteen (13) hunters submitted payment to the Township for the deferred hunting lottery and hunting permits for the 2022 - 2023 season;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey that the Chief Financial Officer of the Township of Kingwood shall be and hereby is authorized to refund the total amount of \$3,136.00 to the thirteen (13) impacted hunters in the manner depicted on Schedule “A” attached hereto and made a part of hereof; and

BE IT FURTHER RESOLVED that the hunting program shall be and hereby is deferred with respect to all Township owned property for the 2022 - 2023 hunting season.

It was moved by Mr. Ciacciarelli, Mayor Syrnick stepped down from the Chair, second the motion and carried to adopt the foregoing Resolution.

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

Resolution No. 2022- 125 Planning Incentive Grant – List of Targeted Farms

**RESOLUTION NO. 2022 - 125
PLANNING INCENTIVE GRANT PROGRAM
LIST OF TARGETED FARMS**

Whereas, Kingwood Township has an established Municipal PIG program; and

Whereas, the Township has successfully preserved numerous farms within the Municipal PIG;
and

Whereas, the Township wishes to expand the opportunity for preservation to additional farms in the Township; and

Whereas, the Township will pursue these opportunities as the landowners indicate interest in preservation and as the Township has or can acquire funding to complete preservation projects:

Now, Therefore, Be It Resolved by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that Kingwood Township requests the addition of the following properties within Kingwood Township to the Township’s Target Farm list:

- 1. Battimelli - Block 15, Lot 3 Slacktown Road
- 2. Ely - Block 25, Lot 4 Barbervtown Point Breeze Road
- 3. (Owner TBD) - Block 28, Lot 13 78 Acres County. Road 519
- 4. Pandy - Block 12, Lot 32 Spring Hill Road

It was moved by Mr. Ciacciarelli, Mayor Syrnick stepped down from the Chair, second the motion and carried to adopt the foregoing Resolution.

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

Ordinances

ORDINANCE NO. 22-11-2022 ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 25, INSURANCE FUNDS, TO AMEND THE EYECARE AND DENTAL COVERAGE BENEFIT PROVISIONS TO REMOVE THE \$5,000 MAXIMUM LIMET THAT ELIGIBLE EMPLOYEES MAY BANK FOR EYECARE AND DENTAL COVERAGE BENEFITS – Public Hearing and Final Adoption

Mayor Syrnick read aloud the ordinance by title:

This Ordinance was introduced on first reading at a meeting of the Kingwood Township Committee on the 1st day of September 2022.

The Ordinance was published in the Hunterdon County Democrat on September 8, 2022, and has been posted in the Kingwood Township Municipal Building on September 2, 2022. Copies of the Ordinance have been available for inspection by the public since September 2, 2022.

It was moved by Mr. Ciacciarelli, Mayor Syrnick stepped down from the Chair seconded the motion and carried to open the public hearing. All voted Aye on Roll Call Vote.

Public Comments: Mary MacConnell, Spring Hill Road – Asked a question regarding the ordinance. Mayor Syrnick explained.

It was moved by Mr. Ciacciarelli, Mayor Syrnick stepped down from the Chair seconded the motion and carried to close the public hearing. All voted Aye on Roll Call Vote.

ORDINANCE NO. 22-11-2022

ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 25, INSURANCE FUNDS, TO AMEND THE EYECARE AND DENTAL COVERAGE BENEFIT PROVISIONS TO REMOVE THE \$5,000 MAXIMUM LIMIT THAT ELIGIBLE EMPLOYEES MAY BANK FOR EYECARE AND DENTAL COVERAGE BENEFITS.

WHEREAS, the Township of Kingwood seeks to amend the eyecare and dental coverage benefit provisions contained in Chapter 25, Insurance Funds, to remove the \$5,000 maximum limit that eligible employees may bank for future dental and vision care.

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

SECTION I

The Township hereby amends Chapter 25, Insurance Benefits, Section 25-3, Maximum and Minimum Amount of Dental/Vision Allowance, as follows:

§25-3. Maximum and Minimum Amount of Dental/Vision Allowance.

The Governing Body may designate the maximum or minimum amount of the Dental/Vision Allowance Fund. At the present time, the Governing Body has determined that the annual dental/vision allowance is \$1,300 per year. This amount may be “banked” by the employee for future use, year-to-year, without any limitation on the total amount which may be banked. Any unused banked funds revert back to the Township when employment ceases.

SECTION II

All Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistencies.

SECTION III

If any article, section, subsection, paragraphs, phrase or sentence is, for any reason, inconsistent with the Code of the Township of Kingwood, or is held to be unconstitutional or invalid, said article, section, subsection, paragraph, phrase or sentence shall be deemed severable.

SECTION IV

This Ordinance shall take effect immediately 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 September 1, 2022, 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 October 6, 2022, at 7:00 PM, 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. Ciacciarelli, Mayor Syrnick stepped down from the Chair second the motion and carried to adopt the foregoing Ordinance.

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

Resolution

Resolution No. 2022 - 126 Amending Employee Health Benefits: Eye Care and Dental Coverage, to Eliminate the Limit on the Unused Yearly Reimbursable Allotment an Employee May “Bank” for Future Care.

RESOLUTION NO. 2022 – 126

AMENDING EMPLOYEE HEALTH BENEFITS: EYE CARE AND DENTAL COVERAGE, TO ELIMINATE THE LIMIT ON THE UNUSED YEARLY REIMBURSABLE ALLOTMENT AN EMPLOYEE MAY “BANK” FOR FUTURE CARE

WHEREAS, the Township of Kingwood maintains the "Kingwood Township Dental/Vision Allowance Fund" (the “Fund”) in accordance with the provisions of N.J.S.A. 40A:10-6 et seq., and

WHEREAS, the Fund was created to provide a noncontributory self-funded dental/vision benefit allowance to properly qualified employees of Kingwood Township or their dependents as is more specifically set forth in Kingwood Township's Employee Handbook; and

WHEREAS, the Township reimburses each eligible employee for dental care and eye care combined, up to \$1,300 per calendar year; and

WHEREAS, each eligible employee may carry forward any unused portion of the yearly reimbursable allotment of \$1,300, and is entitled to “bank” up to a maximum of “\$5,000, with any unused funds reverting back to the Township when employment ceases; and

WHEREAS, the Township seeks to amend the Eye Care and Dental Coverage benefit provisions to remove the \$5,000 maximum limit that may be banked;

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey, shall and hereby does create the following policy as attached.

It was moved by Mr. Ciacciarelli, Mayor Syrnick stepped down from the Chair second the motion and carried to adopt the foregoing Resolution.

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

Ordinance

ORDINANCE NO. 22-12-2022 ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY CREATING CHAPTER 67 ENTITLED “BUSINESS REGISTRY” ESTABLISHING A REGISTRY FOR BUSINESS – RENTAL UNITS AND MULTI-FAMILY HOMEOWNERS INSURANCE CERTIFICATES - Introduction of First Reading

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

It was moved by Mr. Ciacciarelli, Mayor Syrnick stepped down from the Chair, second the motion and carried to introduce on first reading **ORDINANCE NO. 22-12-2022 ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY CREATING CHAPTER 67 ENTITLED “BUSINESS REGISTRY” ESTABLISHING A REGISTRY FOR BUSINESS – RENTAL UNITS AND MULTI-FAMILY HOMEOWNERS INSURANCE CERTIFICATES.**

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

Consideration of final adoption at a public hearing is scheduled for Thursday, November 3, 2022 at a meeting beginning at 7:00 P.M. at the municipal building.

New Business

2021 Municipal Audit Report:

Resolution No. 2022 – 127 Governing Body Certification of the Annual Audit

RESOLUTION NO. 2022 - 127

GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year 2021 has been filed by a Registered

Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled “Comments and Recommendations”; and

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the annual Audit entitled “Comments and Recommendations”, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit;

R.S. 52:27BB-52 – A local officer or member of the local governing body

who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, and in addition shall forfeit his office.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Kingwood hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

It was moved by Mr. Ciacciarelli, Mayor Syrnick stepped down from the Chair, second the motion and carried to adopt the foregoing Resolution.

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

Group Affidavit Form

Township Committee to all sign the Group Affidavit Form for the 2021 Municipal Audit.

Resolution No. 2022 - 128 Approve Corrective Action Plan for 2021 Audit Recommendation

RESOLUTION NO. 2022 – 128

RESOLUTION APPROVING THE CORRECTIVE ACTION PLAN FOR 2021 AUDIT RECOMMENDATIONS

WHEREAS, the Township of Kingwood has received a report of audit for the year ending December 31, 2021; and

WHEREAS, the New Jersey Division of Local Government Services requires that the Chief Financial Officer submits a Corrective Action Plan for all recommendations in the audit within 60 days of receipt of the report of Audit; and

WHEREAS, the Chief Financial Officer, in accordance with the requirements promulgated by the Division of Local Government Services, has developed a plan to address the recommendations listed by the auditor.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Kingwood, County of Hunterdon, State of New Jersey, that the Corrective Action plan for the 2021 Annual Audit is hereby approved; and

BE IT FURTHER RESOLVED that the Municipal Clerk is hereby directed to transmit a certified copy of this resolution and its attachments to the New Jersey Division of Local Government Services.

Mayor Syrnick read aloud the following recommendations:

**CORRECTIVE ACTION PLAN
RESULTING FROM 2021 AUDIT FINDINGS**

Finding 2021-01 – Procedures should be implemented by the Municipality to reduce the risk of errors in connection with the lack of segregation of duties.

Recommendations

Finding 2021-01

Criteria: Adequate segregation of duties should be maintained or compensating controls should be in place to mitigate risks of fraud and errors.

Condition: Limited number of personnel are responsible for and performing substantially all of the bookkeeping and accounting duties.

Cause: Limited staffing.

Effect: Lack of segregation of duties increases the risk that errors or defalcations, if any were to occur, would not be detected and corrected by employees in the normal course of performing their routine job functions.

Questioned costs: Not applicable.

Recommendation: Procedures should be implemented by the Municipality to reduce the risk of errors in connection with a lack of segregation of duties.

Views of responsible officials and planned corrective action (unaudited): The officials of the Municipality have determined that the Municipality is effectively and efficiently served with a single individual performing these functions. The Municipality continues to consider risk assessment as it relates to the likelihood of misstatement of financial statement amounts due to error or fraud.

Explanation and Corrective Action

The Municipality concurs with the recommendation. The Municipality has implemented compensating controls and continues to consider risk assessments as it relates to the likelihood of misstatement of financial statement amounts to error or fraud.

Implementation Date

January 1, 2022: The Municipality is constantly reviewing the risk assessment as it relates to the likelihood of misstatement of financial statement amounts to error or fraud.

It was moved by Mr. Ciacciarelli, Mayor Syrnick stepped down from the Chair second the motion and carried to adopt the foregoing Resolution.

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

Township Committee Liaison Monthly Reports

Committee Member Russano, Liaison to Parks and Recreation, Agricultural Advisory Committee, First Responders, KTS BOE was absent this evening.

Deputy Mayor Ciacciarelli, Liaison to DPW, Liaison to Office/Employees, reported the Department of Public Works setup for the Township’s last clean-up day on October 8th.

Mayor Syrnick, Liaison to Open Space Advisory Committee, and Environmental Commission, reported she was unable to attend the last EC meeting. Reported Township’s Clean Communities Coordinator arranged a group to clean up following Community Day. Open Space Advisory Committee –The Committee decided on farms for the targeted list for the Municipal PIG Program for 2023.

Letter from Keith Ramos Mayor of Frelinghuysen – Emergency Services Request

Township Committee reviewed the letter from Emergency Services. Recommended this be sent to Chief Frank Floyd of the Kingwood Township Fire Company.

Letter of Support for 4-Way Stop Sign at Intersection of Hammer Rd & Kingwood Locktown Rd.
From - NJSP Lieutenant M. Guenther #7306

Mayor Syrnick explained the Township received several letters recommending a 4-way stop at this intersection due to not being able to see the oncoming cars when crossing. The Township Committee asked the Township Engineer to inspect the intersection. The Engineer had several suggestions and recommendations.

It was moved by Mr. Ciacciarelli, Mayor Syrnick stepped down from the Chair, second the motion and carried to authorize the Township Engineer to proceed and investigate where the stop signs should be placed.

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

Hunterdon County Dept. of Planning and Land Use/Growth Management Plan Questionnaire

Mayor Syrnick suggested each member of the Township Committee send their comments to the Township Clerk so that the responses can be combined.

Old Business

Senate Law No. 1368 Requiring Municipalities to Create Business Insurance Registry

Mayor Syrnick reviewed the Senate Law passed by Governor Murphy.

Tier B Reassignments – Stormwater

Mayor Syrnick reviewed Tier B Reassignments to the public. Township Engineer recommended the Township apply for a grant. Township Committee Members agreed. Mayor to reach out to Township Engineer.

EXECUTIVE SESSION - RESOLUTION NO. 2022 - 129

The following Resolution was introduced to enter into closed session at approximately 7:50P.M.:

RESOLUTION NO. 2022 – 129

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:

Personnel	-	Employee Emergency Contact Form
Personnel	-	Confidential
Contractual/Attorney Client Privilege	-	Discussion - September 21 DEP Mtg.

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. Ciacciarelli, Mayor Syrnick stepped down from the Chair, second the motion and carried to adopt the foregoing Resolution.

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

Return to Regular Session

Township Committee returned to Regular Session at 8:31P.M.

Adjournment

It was moved by Mr. Ciacciarelli, Mayor Syrnick stepped down from the Chair, second the motion and carried to adjourn the meeting at 8:32pm. **All voted Aye on Roll Call Vote.**

Respectfully submitted, Cynthia L. Keller, RMC Township Clerk