



KINGWOOD TOWNSHIP COMMITTEE

REGULAR MEETING MINUTES

December 1, 2022 – 7:00 P.M.

Mayor Maureen Syrnick called the regular meeting of the Kingwood Township Committee to order on December 1, 2022 at 7:00 P.M. Mayor Syrnick announced that this meeting is called pursuant to the provisions of the Open Public Meetings Act. Notice of this meeting was faxed to the Hunterdon County Democrat and Courier News on January 6, 2022 and The Express Times on January 4, 2022, was posted on the bulletin board in the Municipal Building, Township Website, the Baptistown Post Office and filed with the Township Clerk on January 11, 2022.

PLEDGE OF ALLEGIANCE

Mayor Syrnick led those in attendance in the pledge to the nation's flag.

APPOINTMENT

A motion by Russano, seconded by Syrnick to appoint Republican Lance Riggo to fill the vacancy of committee member on the Township Committee was unanimously approved by roll call vote.

Russano: Yes; Syrnick: Yes

Township Attorney Moscagiuri swore in Lance Riggo.

ROLL CALL

Present: Committeeman Lance Riggo, Committeeman Andrew Russano, Jr., Mayor Maureen Syrnick, Acting Township Clerk Tiffany Crivelli, Deputy Clerk Michele Tipton-Walters, Township Attorney James Moscagiuri, CFO Diane Laudenbach

Absent: None

MESSAGE FROM MAYOR

Mayor Syrnick addressed the power outages within the Township, Mayor Syrnick stated that OEM and JCP&L have treated all the incidents within the Township as if they were escalated to a BPU complaint and are working on the overwhelming amount of dead Ash trees, of which 430 trees have been removed to date. Mayor Syrnick noted OEM is working with JCP&L on gathering data regarding the cause of all incidents within the year for the Township.

OPEN PUBLIC COMMENT – PRIVILEGE OF THE FLOOR

Mayor Syrnick opened the floor to public comment.

Mary MacConnell, 185 Spring Hill Road, inquired about meeting minutes on the website, addressed Committeeman Russano on his nay vote for the new Township Clerk, and lastly inquired about the Salary and Wage Ordinance on the agenda.

Pat Covalessky, 101 Horseshoe Bend Road, expressed her concerns over bridge that she does not believe she is responsible for.

Hearing no other members of the public speak up, Mayor Syrnick closed the floor to public comment.

CONSENT AGENDA

Mayor Syrnick requested Resolution #2022-148 be pulled from the Consent Agenda and voted on after a discussion in Executive Session.

A motion by Russano, seconded by Riggio to approve the following by consent agenda was unanimously approved by roll call vote.

Riggio: Abstain; Russano: Yes; Syrnick: Yes

MONTHLY REPORTS

- Advanced Animal Control Incident Reports – None
- Budget Status Report – None
- Court Report – October 2022
- Construction Report – November 2022
- Emergency Management Report – November 2022
- Fire Marshall Monthly Report – None
- New Jersey State Police Kingwood Barracks – None
- Township Engineer's Report – None
- Tax Collector Report – None
- Zoning Official Report – November 2022

RESOLUTIONS No. 2022-147 AND 2022-149

RESOLUTION NO. 2022 – 147

IN SUPPORT OF TOWNSHIP OF KINGWOOD TO PARTICIPATE IN THE PLANNING INCENTIVE GRANT PROGRAM FOR 2023

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 is in support of the Township participating in the (PIG) Planning Incentive Grant Program for 2023.

RESOLUTION NO. 2022 – 149

**Correcting Tax Assessment and Real Estate Tax Due For
Block 12, Lot 31 and Issuing Tax Adjustment**

WHEREAS, Block 12, Lot 31 (the Property”), consists of land with certain improvements located thereon; and

WHEREAS, the Township’s former Tax Assessor mistakenly indicated that the Property contained additional/other improvements than actually existed, thereby causing him to incorrectly establish the assessed value at \$395,600; and

WHEREAS, because of the error the real estate taxes due from the owners of the Property incorrectly totaled \$9,858.35; and

WHEREAS, the correct assessed value of the Property in its accurate condition for the year 2022 is \$233,000; and

WHEREAS, the correct amount of real estate tax due for the Property in its accurate condition total \$5,806.36; and

WHEREAS, the Township wishes to correct the tax assessment and cancel the excess real estate taxes resulting from said incorrect tax assessment.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Kingwood, in the County of Hunterdon, State of New Jersey, hereby authorizes and requests that the Township Tax Assessor and Township Tax Collector adjust the tax account of Block 12, Lot 31 to reflect:

1. The tax assessed value of the Property for tax year 2022 at \$233,000; and
2. The correct amount of real estate tax due for the Property for tax year 2022 at \$5,806.36

BE IT FURTHER RESOLVED, as follows:

1. A credit of \$2,026.00 shall be applied to the 3rd quarter of 2022
2. A credit of \$2,025.99 shall be applied to the 4th quarter of 2022
3. A credit of \$1,451.59 shall be applied to the 1st quarter of 2023

4. A credit of \$1,451.59 shall be applied to the 2nd quarter of 2023
5. That the Township Tax Collector is authorized to waive any interest and/or penalties that may have accrued because of the error referenced hereinabove

MINUTES

- November 3, 2022 Regular and Executive Session

RETURN TO REGULAR MEETING AGENDA**ORDINANCES****Introduction of Ordinance 22-13-2022.**

Mayor Syrnick read Ordinance 22-13-2022 by title.

ORDINANCE NO. 22-13-2022**AN ORDINANCE FIXING THE SALARIES AND COMPENSATION OF THE VARIOUS OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF KINGWOOD IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY FOR YEAR 2023**

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:

Elective	2023
Mayor	\$ 3,329.00
Committee Members	\$ 3,099.00

Administrative	
Municipal Clerk	\$ 65,000.00
Deputy Clerk	\$ 59,316.00
Assessment Search Officer	\$ 1,500.00
Chief Financial Officer	\$ 44,861.00
Tax Assessor	\$ 21,848.00
Tax Collector	\$ 33,034.00
Tax Search Officer	\$ 4,481.00
Electrical Subcode Official/Inspector	\$ 13,317.00
Plumbing Subcode Official/Inspector	\$ 13,317.00

Land Use

Planning Board Secretary	\$ 25,033.00
Board of Adjustment Secretary	\$ 7,941.00
Zoning Officer	\$ 13,213.00
General Municipal Worker	\$25.00 - \$50.00

Municipal Court

Judge	\$ 14,694.00
Court Administrator/Violations Clerk	\$ 39,140.00
Public Defender	\$ 3,923.00
Municipal Court Clerical Assistant	\$ 110.00
Municipal Court Security Officer	\$ 35.96

Miscellaneous

Clean Communities Coordinator	\$ 4,145.00
Board of Health Secretary	\$ 4,994.00
Parks and Recreation Secretary	\$ 4,204.00
Horseshoe Bend Administrator	\$ 6,979.00
Environmental Commission Secretary	\$ 4,198.00
Open Space/Agriculture Secretary	\$ 2,855.00
Affordable Housing Secretary	\$ 1,600.00
Registrar of Vital Statistics	\$ 2,500.00
Deputy Registrar of Vital Statistics	\$ 1,202.00
Emergency Management Coordinator	\$ 3,569.00
Deputy Emergency Mgt. Coordinator	\$ 1,500.00
Recycling Coordinator	\$ 3,666.00
Dog Licensing Agent	\$ 3,331.00
Animal Control Liaison	\$ 1,592.00
Janitor	\$ 13,190.00

A motion by Riggio, seconded by Russano to introduce Ordinance 22-13-2022 and move forward with a public hearing set for December 28, 2022 on Ordinance 22-13-2022 was approved by roll call vote.

Riggio: Abstain; Russano: Yes; Syrnick: Yes

NEW BUSINESS

- **Township Committee Liaison Reports:** Committeeman Russano introduced OEM Coordinator D. Frank Floyd who reported on FEMA projects, a grant for a siren at the fire department, and ongoing power outage issues due to dead trees that need to be addressed by State DOT and residents as well as JCP&L.

Chief Kerry Floyd of the Kingwood Township Rescue Squad reported on the rescue squads' responses within the Township as well as any mutual aid. Chief Floyd also noted on the rise in viruses in the area.

Committeeman Russano noted that the Parks and Recreation Committee member T. Jordan was stepping down and expressed gratitude for his volunteerism.

Committeeman Russano stated that the Parks and Recreation subcommittee for the Lindsay White House met on November 21st and has a preliminary plan to move forward.

Committeeman Russano the Tree Lighting would be at 4 p.m. on December 3rd at the Union Road Park.

Committeeman Russano noted there are concerns of speeding drivers. Committeeman Russano stated the speed indicator has been inspected and will be placed on problem roads within the Township. Committeeman Russano also noted it the data received will be sent to the NJSP and DPW.

Committeeman Russano stated the following events would be occurring at the school – 12/9 Senior Breakfast 12/11 Breakfast with Santa at the Kingwood Volunteer Fire Department, 12/12 Winter Concert. Committeeman Russano stated the Board of Education would be hiring a security consultant to draft a plan of action for a potential class II officer. Committeeman reported the Board of Education is working on a grant to help students with learning loss and ways they can improve their education after the COVID-19 pandemic.

Fire Marshall Dennis Concannon reported on the Fire Safety Report for the month of November.

Mayor Syrnick stated the Planning Board is improving and amending an ordinance on the Scenic Overlay to have it be easier to understand.

Mayor Syrnick reported the Environmental Commission removal of trees and invasive species is down at this time due to the time change and colder temperatures. Mayor Syrnick also noted the Environmental Commission is looking to update the Environmental Assessment Plan.

Mayor Syrnick noted no updates for Open Space / Agricultural Advisory Committees.

- **Set Date for End of Year Township Committee Meeting:** The Committee decided on a date of December 28th via Zoom only at 2 p.m.
- **Appointment of Insurance Fund Members to Replace C. Keller and T. Ciacciarelli:** Mayor Syrnick noted that there are two vacancies which are filled by the Clerk and a

Township Elected Official on the Insurance Fund Committee. The committee discussed and agreed T. Crivelli and M. Syrnick would fill the vacancies.

A motion by Riggio, seconded by Russano to have T. Crivelli and M. Syrnick fill the vacancies on the Insurance Fund Committee was unanimously approved by roll call vote.

Riggio: Yes; Russano: Yes; Syrnick: Yes

- **Correspondence from Raritan Headwaters Regarding Clean Communities**
Contribution: Mayor Syrnick tabled until the December 28th meeting.
- **Acknowledge Resignation of T. Jordan as a Member of the Parks and Recreation Committee:** A motion by Russano, seconded by Riggio accepting the resignation of T. Jordan from the Parks and Recreation Committee was unanimously approved by roll call vote.
Riggio: Yes; Russano: Yes; Syrnick: Yes

OLD BUSINESS

None

BILLS AND CLAIMS

A motion by Russano, seconded by Riggio to approve the bill list in the amount of \$709,288.06 was unanimously approved by roll call vote.

Riggio: Abstain; Russano: Yes; Syrnick: Yes

EXECUTIVE SESSION

A motion by Russano, seconded by Riggio to approve resolution #2022-150 was unanimously approved by voice vote.

RESOLUTION NO. 2022 – 150

TO ENTER INTO EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this governing body is of the opinion that such circumstances presently exist,

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

1. The public shall be excluded from discussion of and action upon the hereinafter specified subject matter.
2. The general nature of the subject matter to be discussed is as follows:

- a. Discussing Security Measures
- b. Contractual Agreements – Local Bargaining Agreement, Municipal Shared Services, Animal Control, BIS
- c. Personnel Matters

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

3. It is intended at this time that the above stated subject matter will be made public when the matter has been resolved.
4. This resolution shall take effect immediately.

A motion by Riggio, seconded by Russano to exit Executive Session was unanimously approved by voice vote.

The committee was in Executive Session from 7:53 PM – 9:30 PM

ACTIONS ON ITEMS FROM EXECUTIVE SESSION

A motion by Russano, seconded by Riggio to rescind late fees and interest for Block 15, Lot 4 as amended in Executive Session was unanimously approved by roll call vote.

Riggio: Yes; Russano: Yes; Syrnick: Yes

RESOLUTION NO. 2022 – 148

Rescinding Late Fees and Interest for Block 15, Lot 4

WHEREAS, there is uncertainty whether the owner of Block 15, Lot 4 (The “Property”), timely tendered payment of the Property’s 2022 Third Quarter Taxes.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood that the late fees and interest in the total amount of \$447.45, which were applied to Block 15, Lot 4 (owned by 869 Associates, LLC, 280 Ridge Road, Frenchtown, NJ, 08825) for late-payment of 2022 Third Quarter Taxes, shall be and hereby is rescinded for the reasons set forth herein above.

A motion by Russano, seconded by Riggio to authorize execution of the contract with Teamsters Local Union 469 was unanimously approved by roll call vote.

Riggio: Yes; Russano: Yes; Syrnick: Yes

RESOLUTION NO. 2022 – 151

Authorizing Execution of Contract with Teamsters Local Union 469

WHEREAS, there currently exists a contract between the Township of Kingwood and the Teamsters Local Union 469 which will expire on December 31, 2022; and

WHEREAS, the Committee has negotiated with a representative of Teamsters Local Union 469 regarding the renewal of the contract between the parties; and

WHEREAS, the Committee has determined that it is in the best interests of the Township of Kingwood to approve the renewal of said contract.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood that the Mayor is hereby authorized and directed to execute a contract with Teamsters Local 469 according to law and in accordance with this resolution. A copy of said agreement shall be filed with the Clerk of the Township and shall be available for public inspection.

A motion by Russano, seconded by Riggio to authorize execution of the contract with Teamsters Local Union 469 was unanimously approved by roll call vote.

Riggio: Yes; Russano: Yes; Syrnick: Yes

ADJOURNMENT

A motion was made by Riggio and seconded by Russano to adjourn the meeting.

The meeting adjourned at 9:32 PM.

Tiffany Crivelli, Acting Township Clerk

Maureen Syrnick, Mayor

Approved: January 5, 2023