



KINGWOOD TOWNSHIP COMMITTEE
SPECIAL MEETING MINUTES
December 28, 2022 – 2:00 P.M.

Mayor Maureen Syrnick called the regular meeting of the Kingwood Township Committee to order on December 28, 2022 at 2:00 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 December 8, 2022 and telefaxed to the Trenton Times. Copies of the notice were also posted in the Kingwood Township Municipal Building, Township Website, and filed with the Township Clerk on December 8, 2022.

PLEDGE OF ALLEGIANCE

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

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

OPEN PUBLIC COMMENT – PRIVILEGE OF THE FLOOR

Mayor Syrnick opened the floor to public comment.

D. Frank Floyd, Township OEM Coordinator, advised he is working with FEMA and the Engineer for the grants. OEM Coordinator Floyd also noted there were recently multiple power outages which lasted over three days within the Township.

Kerry Floyd, Chief Kingwood EMS, stated there were 370 calls for services as of today's date. Chief Floyd thanked the Township for all of their continued support.

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

CONSENT AGENDA

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

Riggo: Yes; Russano: Yes; Syrnick: Yes

REVIEW OF 2023 TOWNSHIP COMMITTEE MEETING DATES

To be Approved at Reorganization Meeting for the First Thursday of Each Month Beginning at 7:00 p.m.

February	2, 2023	August	3, 2023
March	2, 2023	September	7, 2023
April	6, 2023	October	5, 2023
May	4, 2023	November	2, 2023
June	1, 2023	December	7, 2023
July	6, 2023		

RESOLUTIONS No. 2022-152 AND 2022-156

RESOLUTION NO. 2022 – 152

2022 BUDGET 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 2022 Budget Appropriations:

FROM ACCOUNT	TO ACCOUNT	AMOUNT
Planning Board – Other Expense	Buildings & Grounds – Other Expense	\$5,000.00
A & E – Salaries and Wages	Aid to First Aid Organization – Other Expense	\$750.00

RESOLUTION NO. 2022 – 153

AMENDING RESOLUTION NO. 2022-149 CORRECTING TAX ASSESSMENT AND REAL ESTATE TAX DUE FOR BLOCK 12, LOT 31 AND ISSUING TAX ADJUSTMENT REFUND

WHEREAS, Resolution No. 2022-149 indicated credits being issued on Block 12, Lot 31 in the following amounts:

A credit of \$2,026.00 shall be applied to the third quarter of 2022.

A credit of \$2,025.99 shall be applied to the fourth quarter of 2022; and

WHEREAS, with the application of the above-mentioned credits, a refund is due to the homeowner in the amount as follows:

\$2,026.00 in for the third quarter of 2022

\$2,025.99 for the fourth quarter of 2022; and

WHEREAS, Resolution No. 2022-149 provided incorrectly the following credits for the first and second quarter of 2023:

A credit of \$1,451.59 shall be applied to the first quarter of 2023

A credit of \$1,451.59 shall be applied to the second quarter of 2023; and

WHEREAS, the correct credits should be as follows:

A credit of \$1,013.00 shall be applied to the first quarter of 2023
A credit of \$1,013.00 shall be applied to the second quarter of 2023.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Kingwood that the Chief Financial Officer is authorized to issue a refund to Margaret Sleeper, 258 Spring Hill Road, Frenchtown, New Jersey, 08825 in the amount of \$4,051.99; and

BE IT FURTHER RESOLVED, that Resolution No. 2022-149 is now amended to correctly identify the credits on the first and second quarter of 2023.

RESOLUTION NO. 2022 – 154

Refund of Political Sign Bond

WHEREAS, the Township received \$100.00 as a political sign bond for the ‘Frank Murray for Kingwood Township Committee’; and

WHEREAS, the Township has received a request from Frank Murray and Laura Linton, who posted the political sign bond, for a refund; and

WHEREAS, the Township Zoning Officer has determined that the signs have been removed and the deposit can be returned.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Kingwood, that the Chief Financial officer is hereby authorized to refund the \$100.00 political sign bond to Frank Murray for Kingwood Township Committee, c/o Laura Linton, 48 Hampton Road, Pittstown, NJ, 08867.

RESOLUTION NO. 2022 – 155

Refund of Overpayment of Real Estate Taxes

WHEREAS, Block 28, Lot 11.02 Q0239 and Lot 11.03 Q0239 have credits on their 2023 prepaid taxes; and

WHEREAS, the Township Tax Collector has received a request from the homeowner of the two lots for a refund.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee, of the Township of Kingwood, that the Chief Financial Officer is authorized to issue refunds made payable to Marshalls Pond, LLC., 38 Rittenhouse Road, Stockton, New Jersey, 08559 as follows:

Block 28, Lot 11.02 Q0239 - \$ 64.14
Block 28, Lot 11.03 Q0239 - \$2,324.88

RESOLUTION NO. 2022 - 156

Authorizing Execution of a Shared Municipal Court Contract with The Borough of Milford

WHEREAS, there currently exists an agreement between the Township of Kingwood and the Borough of Milford for a Shared Municipal Court which will expire on December 31, 2022; and

WHEREAS, the Committee has negotiated with a representative of Milford Borough regarding the renewal of the agreement between the parties; and

WHEREAS, the contract is in final form, aside from certain potential minimal increases related to salaries which shall be finalized in 2023.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee, of the Township of Kingwood, that the Mayor is hereby authorized and directed to execute an agreement for a shared municipal court with the Borough of Milford according to law and in accordance with this resolution subject to and after its finalization in 2023. A copy of said agreement shall be filed with the Clerk of the Township and shall be available for public inspection.

RETURN TO REGULAR MEETING AGENDA

NEW BUSINESS

None

OLD BUSINESS

None

BILLS AND CLAIMS

A motion by Russano, seconded by Riggio to approve the bill list in the amount of \$156,087.52 was unanimously approved by roll call vote.

Riggio: Yes; Russano: Yes; Syrnick: Yes

EXECUTIVE SESSION

A motion by Russano, seconded by Riggio to approve resolution #2022-157 was unanimously approved by voice vote.

RESOLUTION NO. 2022 – 157

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. Personnel Matters

The discussion is anticipated to take approximately 30 minutes. 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 Russano, seconded by Riggio to exit Executive Session was unanimously approved by voice vote.

The committee was in Executive Session from 2:20 PM – 3:36 PM

ADJOURNMENT

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

The meeting adjourned at 3:37 PM.

Tiffany Crivelli, Acting Township Clerk

Maureen Syrnick, Mayor

Approved: February 2, 2023