



# KINGWOOD TOWNSHIP COMMITTEE

## Regular Meeting Agenda

April 6, 2023 – 7:00 PM

Municipal Building – 599 Oak Grove Road, Frenchtown, NJ

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### 1. CALL TO ORDER AND STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT

Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act by publication of the notice in the Hunterdon Democrat, Courier News, and Trenton Times on January 12, 2023. Copies of the notice were also posted in the Kingwood Township Municipal Building and Township Website.

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.

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL

*Lance Riggio, Maureen Syrnick, Andrew Russano, Jr.*

### 4. INTRODUCTION TO THE 2023 BUDGET

- a. **Resolution #2023 – 42:** Introduction to the Municipal Budget of the Township of Kingwood, County of Hunterdon for Fiscal Year 2023

### 5. OPEN 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.

**\*\*\* ONE MOTION, ONE SECOND, AND ONE VOTE FOR ALL ITEMS ON CONSENT AGENDA \*\*\***

### 6. MONTHLY REPORTS

- a. Advanced Animal Control Incident Reports – None
- b. Budget Status Report – March 2023, April 2023
- c. Court Report – February 2023
- d. Construction Report – March 2023
- e. Emergency Management Report – February 2023
- f. Fire Marshall Monthly Report – None
- g. New Jersey State Police Kingwood Barracks – None
- h. Township Engineer's Report – March 2023, April 2023
- i. Tax Collector Report – February 2023
- j. Zoning Official Report – March 2023

### 7. CHANGE IN HOURS

Tax Assessor Will Be in April 10<sup>th</sup> instead of April 11<sup>th</sup> from 5:30 pm – 8:30 pm

**PLEASE NOTE THIS AGENDA IS SUBJECT TO LAST MINUTE CHANGE**

**8. RESOLUTIONS**

- Resolution #2023 – 43:** Cancel General Capital Appropriation Balances
- Resolution #2023 – 44:** 2023 Deferral of School Taxes – Delaware Valley Regional High School
- Resolution #2023 – 45:** 2023 Deferral of School Taxes – Kingwood Township School
- Resolution #2023 – 46:** General Revenue – Cable TV Franchise Fee
- Resolution #2023 – 47:** General Revenue – Milford Borough Share of Court Costs
- Resolution #2023 – 48:** General Revenue – Hazardous Waste – 2020 Recycling Tonnage Grant
- Resolution #2023 – 49:** General Revenue – American Rescue Plan of 2021
- Resolution #2023 – 50:** General Revenue – Municipal Relief Aid
- Resolution #2023 – 51:** Waiving the Municipal Portion of Dog Licensing Fees for Kingwood Township Volunteer Fire and Rescue Squad Members
- Resolution #2023 – 52:** Temporary Capital Budget
- Resolution #2023 – 59:** 2023 Temporary Appropriations

**9. CORRESPONDENCE**

- a. Memo from Parks and Recreation to Discuss Legal Aspects between a Committee and Commission and Waiver of Subrogation

**10. MINUTES**

- a. February 2, 2023 Regular and Executive Session
- b. February 22, 2023 Special Meeting Minutes
- c. March 2, 2023 Regular and Executive Session – TABLED UNTIL 5/4/2023
- d. March 13, 2023 Special Meeting
- e. March 21, 2023 Special Meeting

**RETURN TO REGULAR MEETING AGENDA**

**11. ORDINANCES**

**Introduction on Ordinance No. 6 – 2023:** An Ordinance by The Township of Kingwood, In the County of Hunterdon, State Of New Jersey, Providing for The Resurfacing of Federal Twist Road, Appropriating \$440,000.00

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|-------------------------|------------------------------------|-----------------------------------|
| <b>1. Read by Title</b> | <b>2. Introduce on 1st Reading</b> | <b>3. Set Public Hearing Date</b> |
|-------------------------|------------------------------------|-----------------------------------|

**Introduction on Ordinance No. 7 – 2023:** An Ordinance of The Township of Kingwood, County of Hunterdon, State Of New Jersey Amending the Code of The Township of Kingwood, Chapter 132, Zoning, Article I, General Provisions, Section 132-4, Definitions, To Reflect a Change to The Definition Of Lot Depth And Providing For Severability And An Effective Date

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| <b>1. Read by Title</b> | <b>2. Introduce on 1st Reading</b> | <b>3. Set Public Hearing Date</b> |
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**12. NEW BUSINESS**

- a. Township Committee Liaison Monthly Reports
- b. OEM Topics –
  - Discussion/Approval of OEM Emergency Operations Plan and Supplemental Annexes to be submitted to Hunterdon County OEM for Stated OEM Submission
  - Discussion/Approval for the EMC to apply for an Emergency Management Assistance Grant
- c. Discussion of Park and Recreation Being a Committee vs. Commission
- d. Discussion on Tier A MS4 Permit and Grant Application
- e. Discussion of Payment Box for Dog Licensing, Construction, Farmland, Etc.
- f. Approval of Mayors Letter of Thanks to Hunterdon County Re: K-87 Bridge
- g. Acknowledge Letter of Resignation of Part-Time Court Violations Clerk

**PLEASE NOTE THIS AGENDA IS SUBJECT TO LAST MINUTE CHANGE**

- **Resolution #2023 – 53:** Hiring of Part-Time Court Violations Clerk
- h. Discussion on Fireworks for Community Day
- i. Discussion to Cancel Ordinance 20-08-2020
- j. Discussion/Approval of CFO to Approve and Pay Claims and Required General Books of Account Between Meeting Dates
  - **Resolution #2023 – 54:** Authorizing the CFO to Approve and Pay Claims and Required General Books of Account Between Meeting Dates per 40A:5-17
- k. Discussion/Approval of Petty Cash Fund and Change Fund
  - **Resolution #2023 – 55:** Establishing a New Petty Cash Fund
  - **Resolution #2023 – 61:** Establishing a Change Fund
- l. Discussion/Approval of Cash Payments for Taxes
  - **Resolution #2023 – 56:** Accepting Cash Payments for Taxes
- m. Discussion/Approval for Comcast ROW
  - **Resolution #2023 – 57:** Execution of Rights-Of-Way Agreement by And Between The Township Of Kingwood (“Municipality”) And Comcast Business Communications, LLC, To Permit the Installation, Use and Maintenance of Telecommunications Facilities Within Public Rights-Of-Way for Purposes of Providing Telecommunications Services
- n. Approve/Deny Contract Agreement with Hunterdon Land Trust
  - **Resolution #2023 – 58:** Authorizing the Mayor to Execute a Contract Between the Hunterdon Land Trust and The Township of Kingwood

**13. OLD BUSINESS**

None

**14. APPROVAL OF BILL LIST AND CLAIMS**

**15. EXECUTIVE SESSION – Resolution No. 2023 – 60:** To enter into Executive Session for the purpose of:

- a. Any matter falling within the attorney-client privilege
- b. Contractual Agreements

The discussion is expected to take approximately 30 minutes. Action may be taken.

**16. POTENTIAL ACTION ON ITEMS FROM EXECUTIVE SESSION**

- a. Approve/Deny Contract Extension with A&A Enterprises, LLC for Bucket Truck Rental
- b. Approve/Deny Mayor and Deputy Mayor to Sign Check for A&A Enterprises
- c. Approve/Deny Contract Amendment for the Shared Service Agreement – Construction

**17. ADJOURNMENT**