



## KINGWOOD TOWNSHIP COMMITTEE Regular Meeting Agenda

December 7, 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. OPEN PUBLIC COMMENT – PRIVILEGE OF THE FLOOR

Service Electric Public Presentation for Contract Renewal

## 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 \*\*\***

### 5. MONTHLY REPORTS

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

### 6. RESOLUTIONS

- a. Resolution #2023-136 Requesting Approval of Items of Revenue and Appropriation.
- b. Resolution #2023-137 Requesting Refund of Campaign Sign Deposit – Mandi Valachovic
- c. Resolution #2023-138 Requesting Refund of Campaign Sign Deposit – Tanya Drake
- d. Resolution #2023-139 Requesting Refund of Campaign Sign Deposit – Maureen Syrnick

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

- e. Resolution #2023-140 Waive Tax Interest
- f. Resolution #2023-142 Tax Sale Redemption Block 5 Lot 2.01
- g. Resolution #2023-143 Requesting Approval of Items of Revenue & Appropriations
- h. Resolution #2023-144 Budget Appropriation Transfer
- i. Resolution #2023-145 Appointing Statewide Risk Management Consultant for 2024
- j. Resolution #2023-146 Refund Unspent Escrow Monies Bl 6 L 20
- k. Resolution #2023-147 Hiring of the Certified Tax Collector
- l. Resolution #2023-148 Hiring of the Full Time Deputy Clerk
- m. Resolution #2023-149 Hiring of the Part-Time Clerk
- n. Resolution #2023-150 Hiring of the Parks and Rec Secretary – Parks Administrator
- o. Resolution #2023-151 Hiring of the Dog Licensing Agent – Animal Control Liaison
- p. Resolution #2023-152 Professional Service Agreement for Financial Consulting Services with Phoenix Fina

## 7. CORRESPONDENCE

- a. Resignation Notice from Diane Laudenbach, Certified Municipal Financial Officer, Certified Tax Collector, Qualified Purchasing Agent, Planning Board and Board of Health Secretary.
- b. JCPL Notice and Schedule of Tree Trimming Locations in Kingwood.
- c. NJDEP Approval of Stormwater Assistance Grant Deliverable.

## 8. MINUTES

- a. **November 2, 2023 Executive Session Minutes**
- b. November 6, 2023 Special Meeting Minutes - Tabled
- c. **November 6, 2023 Special Meeting Executive Session Minutes**
- d. **November 20, 2023 Special Meeting Minutes**
- e. **November 20, 2023 Special Meeting Executive Session Minutes**
- f. November 27, 2023 Special Meeting Minutes - Tabled
- g. November 27, 2023 Special Meeting Executive Minutes - Tabled
- h. **October 5, 2023 Regular Minutes**
- i. **September 7, 2023 Regular Meeting Minutes**
- j. September 15, 2023 Special and Executive Session – TABLED
- k. November 2, 2023 Regular Minutes – TABLED

# RETURN TO REGULAR MEETING AGENDA

## 9. ORDINANCES

**Public Hearing/Adoption of Ordinance No. 21 – 2023:** An ordinance to prohibit illicit connections to the municipal separate storm sewer system(s) operated by Kingwood Township, so as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply.

**1. Read by Title**

**2. Public Hearing**

**3. Action on Ordinance**

**Public Hearing/Adoption of Ordinance No. 22 – 2023:** An Ordinance of the Township of Kingwood County of Hunterdon, State of New Jersey, Authorizing Electric Vehicle Supply/Service Equipment (EVSE) & Make-Ready Parking Spaces.

**1. Read by Title**

**2. Introduce on 1st Reading**

**3. Set Public Hearing Date**

PLEASE NOTE THIS AGENDA IS SUBJECT TO LAST MINUTE CHANGE

**10. NEW BUSINESS**

- a. Liaison Reports
- b. Service Electric TV Application for Renewal of Certificate of Approval
- c. Advance Animal Control Contract 2024
- d. BIS Digital (Business Information Systems) Maintenance Contract 2024
- e. DVRHS Shared Services Software Agreement 2023-2024
- f. Determination of date of last meeting 2023 and date of Reorganization meeting 2024

**11. OLD BUSINESS**

Lead Based Paint Ordinance

Planning Board Resolution #2023-09 Finding that Ordinance No. 22-2023 Is Not Inconsistent with The Township's Master Plan.

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

**13. EXECUTIVE SESSION – Resolution No. 2023 – 153:** To enter into Executive Session for the purpose of:

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

**15. ADJOURNMENT**