

KINGWOOD TOWNSHIP COMMITTEE

Regular Meeting Agenda

January 2, 2020 – 7:00PM

Call to Order

Pledge of Allegiance

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 December 12, 2019 and by telefaxing a copy of the notice to the Express Times on December 6, 2019. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on December 6, 2019.

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.

Roll Call

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.

Future Meetings and Activities – Available at www.kingwoodtownship.com

January 11 - Free Rabies Clinic at DPW/Township Garage, 255 Union Rd., from 1:00PM-3:00PM

January 20 - Municipal Offices Closed (Holiday) Martin Luther King Birthday

February 6 - Regular Monthly Township Committee Meeting beginning at 7:00pm at Municipal Building

1). Monthly Reports

Emergency Management Report – December 2019

Court Report – November 2019

Construction Department Report – December 2019

NJSP Report – November 2019

Township Engineer's Report – December 2019

January 2, 2020 Consent Agenda Continued

2). Bills and Claims

3). Resolutions

- Resolution No. 2020 - 03** Professional Services – Advanced Animal Control
- Resolution No. 2020 - 04** Appoint Municipal Judge – Shared Court
- Resolution No. 2020 –05** Amending Employee Handbook – Dress Code Policy
- Resolution No. 2020 - 06** Adopting a Domestic Violence Policy – Amending Employee Handbook
- Resolution No. 2020 –07** Public Works Department Salaries for 2020

4). Minutes

- December 30, 2019 Special Meeting
- December 30, 2019 Executive Session

5). Correspondence

- Letter from the New Jersey Department of Agriculture – Re: Gypsy Moth Survey
- Thank you Letter from Assemblyman, E. Peterson – Follow Up From Nov 12, 2019 Township Meeting

Motion and Approval for Items on Consent Agenda

Items removed from the Consent Agenda for Discussion and Approval:

- Emergency Management Report – December 2019

Resolution No. 2020 - 08 2020 Temporary Capital Budget

Ordinances

Ordinance No. 20 – 01 - 2020 To Provide for the Digitizing of Township Records as a General Improvement for the Township of Kingwood in the County of Hunterdon and State of New Jersey and Appropriating \$60,000.00 from the Capital Improvement Fund - Introduction and First Reading

Ordinance No. 20 – 02 - 2020 Amending Ordinance No. 20-33-2019 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 2020 - Introduction and First Reading

Ordinance No. 20 – 03 – 2020 To Amend, Revise and Supplement Chapter 124 “Vehicles and Traffic, Public Roads and Streets,” Article I, “Through Streets, Stop Intersections and Yield Intersections, “ of the Code of the Township of Kingwood and Amend and Supplement to Create Section 1.1 “One-Way Streets” and Section 2.1 Multi-Way Stop Intersections” - Introduction and First Reading

New Business

- Approve Statewide Insurance Fund 2020 – Summary of Coverage/Quotation Fund Yr. 2020
- Resolution No. 2020 - 09** Community Census for 2020

January 2, 2020 Regular Meeting Agenda Continued

New Business Continued

Schedule Date for Special Meeting for Public Hearing – Appeal Resolution 2019 -07 BOA
Approve Township Committee Meeting Dates Scheduled for 2020
Statewide Insurance Fund Summary/Proposal for 2020
Accept Resignation from J. Mathieu as a Member of the Open Space Advisory Committee

Old Business

Update – Frenchtown Island Club – Parking to Access Island
Update - Temporary Signs on Warsaw Road

Executive Session – Resolution No. 2020 - 10

Attorney Client Privilege - Establishment of a Local Life Hazard Inspector/Local
Enforce Agency
- Shared Municipal Court Agreement

Return to Regular Session

Resolution No. 2020 – 11 Authorizing Execution of Shared Services Agreement for a Shared Municipal Court with Milford Borough

Adjournment

PLEASE NOTE THIS AGENDA IS SUBJECT TO LAST MINUTE CHANGES

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Township Committee Minutes

January 2, 2020

A Regular Meeting of the Kingwood Township Committee was called to order at 7:00P.M. with Mayor Ciacciarelli presiding.

Also present at the meeting were Deputy Mayor Dodds, Committeewoman Syrnick, Attorney Katrina Campbell, C.F.O. Diane Laudenbach, and Clerk Cynthia Keller. Mayor Ciacciarelli 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 December 12, 2019 and by telefaxing a copy of the notice to the Express Times on December 6, 2019. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on December 6, 2019.

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.

PUBLIC COMMENT – PRIVILEGE OF THE FLOOR

David Frank, 17 Muddy Run Road – Came before the Township Committee to talk about the recycling program. He has learned that the Township had a hard time managing the center. He noted he used it in the past, but in the meantime his trash hauler does not offer recycling and feels this is a problem. Mr. Frank asked if there is anyway the Township would be able to have a smaller version for recycling. The Township Committee explained the Township still accepts metal for recycling. It was explained there were so many restrictions as to what could be recycled and funds were cut from the State. Mr. Frank asked if the Township would consider having recycling just on Saturdays with possibly having the Boy/Girl Scouts to assist the public.

Committeewoman Syrnick explained a recycling center available through Hunterdon County called the Transfer Station located at 11 Petticoat Lane, Annandale NJ, which accepts all types of recycling. She noted that the Environmental Commission talked about the recycling center for several years and really tried to make changes for the public to follow. She explained that maybe in the future the center will reopen starting out by accepting cardboard or aluminum.

The Committee Members explained it was decided to suspend the recycling center for now, but that in the future it may reopen. They would like the information for the Hunterdon County Transfer Station on the website available to the public. They thanked David Frank for coming to the meeting.

Debbie Kratzer, Environmental Commission Chair - Came to the meeting to explain that the NJDEP is giving away one free white oak tree to each municipality for Earth Day. She noted it is special, because it is grown from an acorn of a famous oak tree called the Salem Oak, which lived to be 100 years old.

January 2, 2020 Consent Agenda

She explained a storm blow it down and many people collected the acorns. She asked the Township Committee to think about where they would like to plant the tree. The Township Committee thanked Debbie Kratzer for coming to the meeting.

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

January 11 - Free Rabies Clinic at DPW/Township Garage, 255 Union Rd., from 1:00PM-3:00PM

January 20 - Municipal Offices Closed (Holiday) Martin Luther King Birthday

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1). Monthly Reports

Emergency Management Report – December 2019

Court Report – November 2019

Construction Department Report – December 2019

NJSP Report – November 2019

Township Engineer's Report – December 2019

2). Bills and Claims - \$1,133,743.00

3). Resolutions

Resolution No. 2020 - 03 Professional Services – Advanced Animal Control

The following Resolution was introduced:

RESOLUTION NO. 2020 - 03

RESOLUTION AUTHORIZING THE AWARD OF NON-FAIR AND OPEN CONTRACTS FOR PROFESSIONAL SERVICES FOR YEAR 2020

WHEREAS, the Township of Kingwood has a need to acquire professional services of Township Professionals as non-fair and open contracts pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Township Chief Financial Officer has determined and certified in writing that the value of the acquisitions will not exceed \$17,500; and

WHEREAS, the anticipated term of these contracts is one year(s); and

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WHEREAS, the Professional set forth below has submitted a proposal indicating they will provide the professional services described below for the amount set forth in each submitted proposal; and

WHEREAS, the Professional set forth in below has completed and submitted a Business Entity Disclosure Certification which certifies that each Township Professional has not made any reportable contributions to a political or candidate committee in the Township of Kingwood in the previous one year, and that the contract will prohibit the Township professionals from making any reportable contributions through the term of the contract; and

WHEREAS, a certification of availability of funds, specifying the line item appropriation(s) to be charged as to the contract set forth below has been provided by the Chief Financial Officer of the Township of Kingwood.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Kingwood authorizes the Mayor and Clerk to enter into a contract with the Professional as described below:

Carolyn Murphy -	Advanced Animal Control	\$9,000.00
	P.O. Box 13	
	Titusville, New Jersey 08560	

A copy of this Resolution shall be published in the Hunterdon Democrat as required by law.

Resolution No. 2020 - 04 Appoint Municipal Judge – Shared Court

The following Resolution was introduced:

RESOLUTION NO. 2020 - 04

**APPOINTMENT OF MUNICIPAL JUDGE
FOR SHARED KINGWOOD/MILFORD COURT**

WHEREAS, the Shared Kingwood/Milford Court is in need for a Municipal Judge for the Municipal Court;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon, appoint Francesco Taddeo, as Municipal Judge for the Kingwood/Milford Shared Court for a three year term to expire on December 31, 2022.

Resolution No. 2020 –05 Amending Employee Handbook – Dress Code Policy

The following Resolution was introduced:

RESOLUTION NO. 2020 - 05

A RESOLUTION AMENDING THE KINGWOOD TOWNSHIP EMPLOYEE HANDBOOK

WHEREAS, the Township of Kingwood has reviewed the current Township Employee Handbook and Personnel Policies and Procedures Manual; and

WHEREAS, the Township Committee desires to amend the Employee Handbook and Personnel Policies and Procedures Manual by adding a new content “Dress Code Policy”; and

WHEREAS, the new content “Dress Code Policy” will be included in the Township Employee Handbook and Personnel Policies and Procedures Manual following: “Attendance and Punctuality; and

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Kingwood, County of Hunterdon, that the Kingwood Township Employee Handbook and Personnel Policies and Procedures Manual adding the following new content:

“DRESS CODE POLICY”

Dress, grooming and personal hygiene must be appropriate for the position. Uniforms are required for certain jobs and are to be worn in accordance with applicable departmental standards. All other employees are required to dress in a manner that is normally acceptable in similar business establishments and consistent with applicable safety standards. Employees shall not wear suggestive or unkempt attire, athletic clothing, shorts, skirts more than three(3) inches above the knee, sneakers, T-shirts, novelty buttons, baseball hats and similar items of casual attire that do not present a businesslike appearance. Hair, sideburns, moustaches and beards must be clean, combed and neatly trimmed. Shaggy, unkempt hair is not permissible regardless of length. Tattoos and body piercing, other than earrings, may not be visible. Upon request and with the advance approval of the Clerk/Administrator, the Township may reasonably accommodate an employee’s bona fide religious practice or sincerely held religious belief, so long as the accommodation does not violate safety standards or create a safety hazard. Employees violating this policy shall be required to take corrective action or will be sent home without pay.

Resolution No. 2020 - 06 Adopting a Domestic Violence Policy – Amending Employee Handbook

The following Resolution was introduced:

RESOLUTION NO. 2020 – 06

RESOLUTION ADOPTING A DOMESTIC VIOLENCE POLICY

WHEREAS, on or about October 15, 2019, the New Jersey Civil Service Commission issued a Statewide Domestic Violence Policy (DVP) for Public Employers, which is attached hereto; and

WHEREAS, pursuant to N.J.S.A 11A:2-6a (b)(1), “The [Civil Service Commission] shall develop a uniform domestic violence policy, which all public employers shall adopt and distribute to their employees, regardless of whether a public employer is subject to the provisions of Title 11A, Civil Service, of the New Jersey Statutes,” and

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WHEREAS, the Township of Kingwood seeks to update its Personnel Policies and Procedures Manual to comply with N.J.S.A. 11A:2-6a(b)(1).

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Kingwood, in the County of Hunterdon, that the Township of Kingwood's Policies and Procedures Manual is Updated as follows:

1. The Statewide DVP (which is attached hereto) shall be referenced and adopted in the Township of Kingwood's Personnel Policies and Procedures Manual.
2. The Township of Kingwood's Personnel Policies and Procedures Manual shall designate the Mayor and Township Clerk, as primary and secondary Human Resources Officer (HRO) for purposes of the DVP.
3. The Table of Contents shall be updated to reflect the inclusion Township's adoption of the Statewide DVP.

BE IT FURTHER RESOLVED that a copy of the updated Kingwood Township Personnel Policies and Procedures manual is on file with the Clerk's office; and

BE IT FURTHER RESOLVED that a copy of the Resolution shall be forwarded and distributed to all Township employees.

Resolution No. 2020 –07 Public Works Department Salaries for 2020

The following Resolution was introduced:

RESOLUTION NO. 2020 - 07

PUBLIC WORKS DEPARTMENT SALARIES FOR 2020

WHEREAS, Ordinance No. 20-33-2019 contains the Salary Range for the Public Works Employees;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that the following per hour salaries are established for the year 2020:

2020	
Michael Ewing	\$ 41.19
Walter Cotier	\$ 39.02
John Kertesz	\$ 36.44
John McNally	\$ 29.33
Joshua Burk	\$ 29.33
Seasonal Part-Time	\$ 25.00

4). **Minutes**

December 30, 2019 Special Meeting
December 30, 2019 Executive Session

5). **Correspondence**

Letter from the New Jersey Department of Agriculture – Re: Gypsy Moth Survey
Thank you Letter from Assemblyman, E. Peterson – Follow Up - Nov 12, 2019 Township Meeting

Motion and Approval for Items on Consent Agenda

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to approve the items listed under the Consent Agenda, including to pay all Bills and Claims in the amount of **\$1,33,743.00** that are in order and attached as Bill List for January, 2020.

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

Items removed from the Consent Agenda for Discussion and Approval:

Emergency Management Report – December 2019

EMC Jack MacConnell reported many lost power during a recent ice storm in December. The power was out down by Warsaw Road. Mr. Stan Prater was in contact with Mr. MacConnell regarding the power and when it would be restored. He explained they have enough supplies for the Horseshoe Bend Park to now begin a search and rescue team.

RESOLUTION

Resolution No. 2020 - 08 2020 Temporary Capital Budget

The following Resolution was introduced:

RESOLUTION NO. 2020 - 08

TEMPORARY CAPITAL BUDGET

WHEREAS, the Township of Kingwood desires to constitute the 2020 Temporary Capital Budget of said municipality by inserting preliminary expenses.

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

Section 1. The 2020 Temporary Capital Budget of the Township of Kingwood is hereby constituted by the adoption of a schedule to read as follows:

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Temporary Capital Budget of the Township of Kingwood, Hunterdon County, New Jersey

Projects Scheduled for 2020

Method of Financing

Project	Estimated Costs	Financing
Digitizing of Township Records	\$ 60,000.00	Capital Improvement Fund

Section 2. The Clerk be and is authorized and directed to file a certified copy of this resolution with the Division of Local Government Services within three (3) days after the adoption of these projects for the 2020 Temporary Capital Budget, to be included in the 2020 Permanent Capital Budget as adopted.

It was moved by Miss Syrnick, seconded by Mr. Dodds and carried to adopt the foregoing Resolution.

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

ORDINANCES

ORDINANCE NO. 20-01-2020 TO PROVIDE FOR THE DIGITIZING OF TOWNSHIP RECORDS AS A GENERAL IMPROVEMENT FOR THE TOWNSHIP OF KINGWOOD IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY AND APPROPRIATING \$60,000.00 FROM THE CAPITAL IMPROVEMENT FUND - Introduction and First Reading

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

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to introduce on first reading
ORDINANCE NO. 20-01-2020 TO PROVIDE FOR THE DIGITIZING OF TOWNSHIP RECORDS AS A GENERAL IMPROVEMENT FOR THE TOWNSHIP OF KINGWOOD IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY AND APPROPRIATING \$60,000.00 FROM THE CAPITAL IMPROVEMENT FUND .

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

Consideration of final adoption at a public hearing is scheduled for Thursday, February 6, 2020 at a meeting beginning at 7:00 P.M. at the municipal building.

ORDINANCE

ORDINANCE NO. 20-02-2020 AMENDING ORDINANCE NO. 20-33-2019 FIXING THE SALARIES AND COMPENSATION OF THE VARIOUS OFFICERS AND EMPLOYEES OF THE TOWNSHIP IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY FOR YEAR 2020 - Introduction and First Reading

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

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to introduce on first reading **ORDINANCE NO. 20-02-2020 AMENDING ORDINANCE NO. 20-33-2019 FIXING THE SALARIES AND COMPENSATION OF THE VARIOUS OFFICERS AND EMPLOYEES OF THE TOWNSHIP IN THE COUNTY OF HUNTERDON AND STATE OF NEW JERSEY FOR YEAR 2020.**

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

Consideration of final adoption at a public hearing is scheduled for Thursday, February 6, 2020 at a meeting beginning at 7:00 P.M. at the municipal building.

ORDINANCE

ORDINANCE NO. 20-03-2020 TO AMEND, REVISE AND SUPPLEMENT CHAPTER 124 “VEHICLES AND TRAFFIC, PUBLIC ROADS AND STREETS,” ARTICLE I, “THROUGH STREETS, STOP INTERSECTIONS AND YIELD INTERSECTIONS”, OF THE CODE OF THE TOWNSHIP OF KINGWOOD AND AMEND AND SUPPLEMENT TO CREATE SECTION 1.1 “ONE-WAY STREETS” AND SECTION 2.1 MULTI-WAY STOP INTERSECTIONS” - Introduction and First Reading

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

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to introduce on first reading **ORDINANCE NO. 20-03-2020 TO AMEND, REVISE AND SUPPLEMENT CHAPTER 124 “VEHICLES AND TRAFFIC, PUBLIC ROADS AND STREETS,” ARTICLE I, “THROUGH STREETS, STOP INTERSECTIONS AND YIELD INTERSECTIONS”, OF THE CODE OF THE TOWNSHIP OF KINGWOOD AND AMEND AND SUPPLEMENT TO CREATE SECTION 1.1 “ONE-WAY STREETS” AND SECTION 2.1 MULTI-WAY STOP INTERSECTIONS”.**

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

Consideration of final adoption at a public hearing is scheduled for Thursday, February 6, 2020 at a meeting beginning at 7:00 P.M. at the municipal building.

NEW BUSINESS

Approve Statewide Insurance Fund 2020 – Summary of Coverage/Quotation Fund Yr. 2020

The Township Committee discussed the Summary of Coverage/Quotation Fund Yr. 2020.

It was moved by Miss Syrnick, seconded by Mr. Dodds and carried to approve the Statewide Insurance Fund 2020 – Summary of Coverage/Quotation Fund Yr. 2020.

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

RESOLUTION

Resolution No. 2020 - 09 Community Census for 2020

The following Resolution was introduced:

RESOLUTION NO. 2020 – 09

RESOLUTION RECOGNIZING THE IMPORTANCE OF THE 2020 CENSUS

WHEREAS, the U.S. Census Bureau is required by the U.S. Constitution to conduct a count of the population and provides a historic opportunity to help shape the foundation of our society and play an active role in American democracy;

WHEREAS, Township of Kingwood, County of Hunterdon is committed to ensuring every resident is counted;

WHEREAS, federal and state funding is allocating to communities, and decision are made on matters of national and local importance based, in part, on census data and housing;

WHEREAS, census data helps determine how many seats each state will have in the U.S. House of Representatives, and is necessary for an accurate and fair redistricting of state legislative seats, county and municipal councils, and voting districts;

WHEREAS, information from the 2020 Census and American Community Survey are vital tools for economic development and increased employment;

WHEREAS, the information collected by the census is confidential and protected by law;

WHEREAS, a united voice from business, government, community-based and faith-based organizations, educators, media and others will enable the 2020 Census message to reach more of our citizens;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood:

That the Township of Kingwood, in the County of Hunterdon, is committed to partnering with the U.S. Census Bureau and the State of New Jersey and will:

1. Support the goals and ideals for the 2020 Census and will disseminate 2020 Census information.
2. Encourage all Kingwood Township residents to participate in events and initiatives that will raise the overall awareness of the 2020 Census and increase participation.
3. Provide Census advocates to speak to the Township of Kingwood and Community Organizations.
Support census takers as they help our Township of Kingwood complete an accurate count.
4. Strive to achieve a complete and accurate count of all persons within our borders.

It was moved by Miss Syrnick, seconded by Mr. Dodds and carried to adopt the foregoing Resolution.

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

Schedule Date for Special Meeting for Public Hearing – Appeal Resolution 2019 -07 BOA

Special Meeting for the Twp. Committee to be scheduled on March 10th, 2020 Appeal of BOA Resolution at 7:00PM

Approve Township Committee Meeting Dates Scheduled for 2020

**KINGWOOD TOWNSHIP COMMITTEE
ANNUAL NOTICE OF REGULAR MEETINGS**

**February 6, 2020
March 5, 2020
April 2, 2020
May 7, 2020
June 4, 2020
July 2, 2020**

**August 6, 2020
September 3, 2020
October 1, 2020
November 5, 2020
December 3, 2020**

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to approve the annual meeting dates to be scheduled for the Kingwood Township Committee Regular meetings for 2020.

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

Accept Resignation from J. Mathieu as a Member of the Open Space Advisory Committee

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to accept the resignation letter from John Mathieu who was a member of the Open Space Advisory Committee for many years.

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

OLD BUSINESS

Update – Frenchtown Island Club – Parking to Access Island

No update at this time.

Update - Temporary Signs on Warsaw Road

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to approve the Department of Public Works to make temporary signs for Warsaw Road.

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

The Township Engineer to work on the report for Warsaw Road and the Township Attorney to prepare an ordinance to be introduced.

EXECUTIVE SESSION - RESOLUTION NO. 2020 - 10

The following Resolution was introduced to enter into closed session at approximately 7:30P.M.:

RESOLUTION NO. 2020 - 10

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:

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.

The general nature of the subject matter to be discussed is as follows:

- Attorney Client Privilege** - Establishment of a Local Life Hazard Inspector/Local
Enforce Agency
- Shared Municipal Court Agreement

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.

1. This resolution shall take effect immediately.
2. The Township Committee may take additional action upon returning to regular session.

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to adopt the foregoing Resolution.

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

RETURN TO REGULAR SESSION

Township Committee returned to Regular Session at 7:45P.M.

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2020 - 11

RESOLUTION AUTHORIZING EXECUTION OF SHARED SERVICES AGREEMENT FOR A SHARED MUNICIPAL COURT WITH MILFORD BOROUGH

WHEREAS, the Township of Kingwood operates a Municipal Court located at 599 Oak Grove Road, Frenchtown NJ 08825; and

WHEREAS, the Township of Kingwood and Milford Borough have shared a municipal Court through a Shared Court Agreement since January 1, 2010; and

WHEREAS, the most recent Shared Service Agreement expired on December 31, 2019; and

WHEREAS, Kingwood and Milford wishes to enter into a Shared Service Agreement for the provision and sharing of facilities, personnel, and services of the Municipal Court through December 31, 2022; and

WHEREAS, the Township of Kingwood desires to enter into a Shared Services Agreement with the Borough of Milford, a copy of which is attached hereto and on file with the Municipal Clerk; and

WHEREAS, the Township of Kingwood's approval is conditioned upon the approval of the Shared Service Agreement by Milford Borough at their meeting on January 6, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey that the Mayor is authorized to execute the attached Shared Services Agreement with the Borough of Milford.

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to adopt the foregoing Resolution.

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

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to contact the Township Engineer regarding obtaining specs for a new municipal building to be considered for the Ukarish property.

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

ADJOURNMENT

It was moved by Mr. Dodds, seconded by Miss Syrnick and carried to adjourn the meeting at 7:47P.M. All voted Aye on **Roll Call Vote**.

Respectfully submitted,

Cynthia L. Keller, RMC
Township Clerk