



**KINGWOOD TOWNSHIP COMMITTEE**  
**REGULAR MEETING MINUTES**  
**November 3, 2022 – 7:00 P.M.**

Mayor Maureen Syrnick called the regular meeting of the Kingwood Township Committee to order on November 3, 2022 at 7:03 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.

**RESIGNATION**

Mayor Syrnick acknowledged the resignation of Deputy Mayor Thomas Ciacciarelli for the remainder of his term expiring on 12/31/2022.

**ROLL CALL**

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

Absent: Acting Township Clerk Tiffany Crivelli

**PROCLAMATION**

**TOWNSHIP OF KINGWOOD  
HUNTERDON COUNTY, NEW JERSEY**

**PROCLAMATION**

**Honoring The Gordeuk Family on Their 100<sup>th</sup> Anniversary of Farming**

**WHEREAS**, the Gordeuk Family Farm is celebrating their 100<sup>th</sup> anniversary of active farming and agricultural business in Township of Kingwood, County of Hunterdon, State of New Jersey; and

**WHEREAS**, the Gordeuk family Farm was purchased in 1922 by Stephen and Katherine who raised eleven sons while working and developing the farm into a consistent staple in the community for five generations with a reputation of providing customers with the highest quality of dairy; and

**WHEREAS**, the variety of healthy dairy and egg production that was provided to the county residents was made possible throughout the years by Matthew, his brothers Ted and Joe along with his wife Anna Mary and their children, Stephen, Mary Louise and Cynthia; and

**WHEREAS**, the Gordeuk Family Farm received numerous dairy distinction awards along with a distinguished service award from the Central Jersey Dairy Herd Improvement Association, which allows Hunterdon County residents to have access to healthy and locally sourced food options; and

**WHEREAS**, the community engagement and pioneering efforts provided by Matthew and Anna Mary, along with the entire Gordeuk Family, that allowed the establishment to lead the way to farmland preservation of their 336 acres.

**NOW, THEREFORE, BE IT PROCLAIMED**, that Committeeman Andrew Russano, Jr., Liaison to the Agriculture Committee, along with Mayor Maureen Syrnick and Deputy Mayor Thomas Ciacciarelli of the Kingwood Township Committee, hereby extends their commendations to the Gordeuk Family Farm on its 100<sup>th</sup> Anniversary; and

**BE IT FURTHER PROCLAIMED**, that the Kingwood Township Committee extends its best wishes to the Gordeuk Family for continued success and happiness

**FIRST RESPONDERS' MONTHLY REPORTS**

- **New Jersey State Police – Kingwood Barracks** – Station Commander Jaclyn Jiras reported on motor vehicle violations and calls for service within the Township.
- **Kingwood Township OEM** – OEM Coordinator D. Frank Floyd voiced concerns from residents over sporadic continued power outages throughout the town and asked the Township to speak with JCP&L.
- **Kingwood Township Fire Inspector** – Fire Marshall Dennis Concannon reported on the Fire Safety Report for the month of October.
- **Kingwood Township Volunteer Fire Company** – Fire Chief D. Frank Floyd reported on the fire department responses within the Township as well as any mutual aid.
- **Kingwood Township Rescue Squad** – Chief Kerry Floyd reported on the rescue squads' responses within the Township as well as any mutual aid.

**PRESENTATION BY HUNTERDON COUNTY SHERIFF FREDERICK BROWN**

Sheriff Brown and Undersheriff Cordero spoke to the public about *The Sheriff's Officer Class Special III Program* for consideration by the Kingwood Township Board of Education to have armed officers assigned to Township Schools to provide an extra level of safety and security.

David Frank, Muddy Run Road, inquired about the presence of uniformed officers with firearms within the schools and any affects it may or may not have on students as well as the possibility of other security measures.

**OPEN PUBLIC COMMENT – PRIVILEGE OF THE FLOOR**

Priscilla Hays, 4 Pemberton Road, expressed her concerns over traffic safety at the intersection of Hammer Road and Kingwood Locktown Road.

Mary MacConnell, Sprig Hill Road, inquired about meeting minutes from 2001, the Planning Incentive Grant, Resolution 2022-131, Ordinance Chapter 31 regarding appointment term of the Deputy Clerk, and lastly inquired if Committeeman Russano had completed a course for newly elected officials.

Bob Hornby, Hunterdon County Agriculture Development Board Administrator, explained the Planning Incentive Grant to Ms. MacConnell.

**CONSENT AGENDA**

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

*Russano: Yes; Syrnick: Yes*

**FUTURE MEETINGS AND ACTIVITIES**

Available at [www.kingwoodtownship.com](http://www.kingwoodtownship.com)

Public Shredding Services/Lobby Twp. Municipal Bldg. 10am-3pm Mon-Fri

See Township Website for Additional Info

November 8 – General Election – Voting at the Kingwood Fire House – 952 Route 519 6:00am-8:00pm

November 11 – Holiday / Veterans Day – Municipal Offices Closed

November 24 & 25 – Holiday / Thanksgiving Day and Black Friday – Municipal Offices Closed

December 1 – Regular Monthly Township Committee Meeting beginning at 7:00pm – Agenda Available on the Twp. Website

December 3 – Annual Tree Lighting at Kingwood Park – 200 Union Road at 4:00pm

**MONTHLY REPORTS**

- Advanced Animal Control Incident Reports – October 2022
- Budget Status Report – November 2022
- Court Report – September 2022
- Construction Report – October 2022
- Emergency Management Report – October 2022
- Fire Marshall Monthly Report – October 2022
- New Jersey State Police Kingwood Barracks – September 2022
- Township Engineer’s Report – October 2022

- Tax Collector Report – October 2022
- Zoning Official Report – October 2022

**RESOLUTIONS No. 2022-131 THROUGH 2022-143**

**RESOLUTION NO. 2022 – 131**

**HUNTERDON COUNTY OPEN SPACE, RECREATION, FARMLAND & HISTORIC PRESERVATION TRUST FUND MUNICIPAL GRANT PROGRAM FOR YEAR 2021**

**WHEREAS**, the Township of Kingwood has been allocated an amount in the Hunterdon County Open Space, Recreation, Farmland and Historic Preservation Trust Fund Municipal Grant Program for the year 2021;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey to request the County to bank and reserve any funds dedicated to Kingwood Township in the Hunterdon County Open Space Municipal Grant Program that have not been utilized, due to the Township's intention to utilize the funds for Open Space, Recreation, Farmland and Historic Preservation Projects during 2023.

**RESOLUTION NO. 2022 – 132**

**TAX SALE REDEMPTION**

**WHEREAS**, the Tax Collector has received redemption monies in the amount of \$30,053.49 to redeem Tax Sale Certificate No. 21-004 on Block 13, Lot 14.05; and

**WHEREAS**, the lienholder paid at the time of the sale a premium in the amount of \$52,000.00.

**NOW, THEREFORE, 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 issue a check in the amount of \$82,053.49 to Bala Partners, LLC, PO Box 303, Pottersville, NJ, 07979 as redemption for Tax Sale Certificate No. 21-004.

**RESOLUTION NO. 2022 – 133**

**GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE  
FISCAL GRANT CYCLE JULY 1, 2023 - JUNE 30, 2024**

**FORM 1B**

**WHEREAS**, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith

community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

**WHEREAS**, The Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore, has an established Municipal Alliance Committee; and,

**WHEREAS**, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

**WHEREAS**, the Township Committee has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Hunterdon;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey hereby recognizes the following:

1. The Township Committee does hereby authorize submission of a strategic plan for the Delaware Valley Municipal Alliance grant for fiscal year (R) 2024 in the amount of:

DEDR	\$ 6,379.00
Cash Match	\$ 1,594.75
In-Kind	\$ 4,784.25

2. The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

The Township Committee further acknowledges that the Hunterdon County Educational Services Commission shall act as Fiscal Agent to all Hunterdon County Municipal Alliance Consortiums to provide a streamlined process for the reimbursement of expenditures.

#### **RESOLUTION NO. 2022 – 134**

#### **RESOLUTION REFUNDING BALANCES IN COMPLETED THREE PART PUMP TEST ESCROW ACCOUNTS**

**WHEREAS**, the following well permits have posted escrow for the three-part pump test; and

**WHEREAS**, the secretary has confirmed with the Township Hydrogeologist that there are no funds due to him for the three-part pump tests on the below properties.

**NOW, THEREFORE, 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 refund the following escrow funds:

Block 7, Lot 14 – Jeffrey Silverson, 10 South Cottenet Street, Irvington, NY, 10533 - \$3,000.00;

Block 21, Lot 2.01 – Mark Razzano, 162 Locktown Sergeantsville Road, Stockton, NJ, 08559 - \$500.00;

Block 23, Lot 11 – Estate of Irma Perrotti, c/o Ann Marie Burlew, 18 Coddington Road, Whitehouse Station, NJ 08889 - \$2,685.00;

Block 6, Lot 44 – Michael & Gaetano DeSapio, 1 DeSapio Lane, Frenchtown, NJ, 08825 - \$1,500.00;

Block 37, Lot 17 – Sidney Lister/Kathleen P. Maguire, 112 Byram Kingwood Road, Stockton, NJ, 08859 - \$1,500.00;

Block 33, Lot 3.03 – Philip A. Timm, 6 Corey’s Sawmill Lane, Frenchtown, NJ, 08825 - \$1,500.00.

**RESOLUTION NO. 2022 – 135**

**A RESOLUTION AMENDING THE KINGWOOD TOWNSHIP EMPLOYEE HANDBOOK**

**WHEREAS**, the Township of Kingwood needs employee contact and emergency contact information on file in case of an emergency; and

**NOW THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Kingwood, County of Hunterdon amend the Kingwood Township Employee Handbook and Personnel Policies and Procedures Manual to be up to date under “Forms Appendix”; and

**ADDING TO THE FORMS APPENDIX**

An Employee Emergency Contact Form

**RESOLUTION NO. 2022 – 136**

**RESOLUTION OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY AMENDING THE PERSONNEL POLICY TO ALLOW THE USE OF PERSONAL TIME IN HOURLY INCREMENTS**

**WHEREAS**, the Township Committee wishes to revise the Personnel Policy to allow employees to take their personal time in hourly increments instead in full days and how to report the use of benefit time.

**NOW, THEREFORE BE IT RESOLVED**, the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey do hereby approve the attached amendments to policies and said policies will be added to the Township Personnel Policy and Procedure Manual.

**RESOLUTION NO. 2022 – 137**

**RESOLUTION OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY GRANTING FINAL APPROVAL FOR THE PROPOSED ACQUISITION OF A DEVELOPMENT EASEMENT THROUGH THE COUNTY PLANNING INCENTIVE GRANT PROGRAM ON THE DAVID BARNES AND MAIA BARNES FARM, BLOCK 6, LOT 23.02 IN KINGWOOD TOWNSHIP**

**WHEREAS**, on September 22, 2022, the New Jersey State Agriculture Development Committee (SADC) certified a market value (CMV) of \$5,000 per acre for a Development Easement on property in the Township of Kingwood ("Township") known as Block 6, Lot 23.02. Consisting of approximately 23.8 acres owned by David Barnes and Maia Barnes, the farm is contained in Hunterdon County's County Planning Incentive Grant list of target farms and for which the Property Owners made an individual application pursuant to the State Agriculture Retention and Development Act, N.J.S.A. 4:1C-1 I *et seq.*, the Planning Incentive Grant Programs NJ-S.A. 4:1C-43.1 *et seq.*, and the regulations thereunder; and

**WHEREAS**, the application provided for the proposed acquisition of a Development Easement on the aforesaid Block 6 Lot 23.02 of approximately 23.8 acres; and

**WHEREAS**, the property's application includes: zero Residential Dwelling Site Opportunity (RDSO); zero existing dwellings in the Proposed Easement Area; zero severable exceptions; and one 3.8-acre non-severable exception for one existing single-family residential unit and future flexibility; resulting in approximately 20.0 preserved acres; and

**WHEREAS**, on October 19, 2022, the landowners accepted the offer of \$5,000.00 per acre, conditioned upon all interested parties granting final approval for acquisition of a development easement; and providing for a commitment of funding pursuant to N.J.A.C 2:76-17.16; and

**WHEREAS**, the Hunterdon Land Trust will submit a parcel application to the United States Department of Agriculture, Natural Resources Conservation Service (NRCS) Agriculture Conservation Easement Program (ACEP) for an Agricultural Land Easement (ALE) grant; and

**WHEREAS**, the landowner has agreed to the additional restrictions associated with the ALE Grant, restricting the farm from any future division and requiring a 5.33% maximum impervious coverage restriction (approximately 1.06 acres) for the construction of agricultural infrastructure on the Property outside of the exception area, which is the maximum allowable for this property through the ALE program at this time; and

**WHEREAS**, the estimated cost sharing breakdown for the acquisition of the development easement is as follows (based on an estimated 20 net acres), subject to the actual acreage to be covered by the Development Easement per the final survey which conforms to the farmland preservation program requirements, and any additional adjustments pursuant to State statute, rule, regulation or policy;

State Agriculture Development Committee

(\$1,650.00/acre; ~33% of estimated cost)	~\$33,000
ACEP/ALE	
(\$3,350.00/acre; ~66% of estimated cost)	~\$67,000
Total	~\$100,000

**NOW, THEREFORE, BE IT RESOLVED** By the Township Committee of the Township of Kingwood, County of Hunterdon, State Of New Jersey As Follows:

1. The Township Committee gives final approval to the proposed acquisition of a Development Easement to be held by Hunterdon County on the David Barnes and Maia Barnes Farm, Block 6, Lot 23.02 in the Township of Kingwood, County of Hunterdon, State of New Jersey, on approximately 23.8 acres pursuant to the County Planning Incentive grant program and application made by the Property Owners subject to the following conditions of conveyance of the easement.
  - a. One 3.8-acre non-severable exception for one existing single family residential unit and for future flexibility (subject to any and all approvals required by applicable law, ordinances, rules and regulations);
  - b. Dwellings; One existing dwelling in a non-severable exception area.
  - c. Agricultural Labor Housing Units: None existing
  - d. Pre-existing Non-Agricultural Uses: None existing
  - e. Trail or Access Easements: None existing or proposed
  - f. No dwelling units on the easement area;
  - g. No non-agricultural uses;
  - h. No residual dwelling site opportunities
2. The Conveyance of a Restrictive Covenant providing for annual mowing of the property; and
3. The conveyance of any and all proposed County and Township rights-of-way from the owners of the fee simple title to the property as indicated by the offices of the NJ Department of Transportation, the Hunterdon County Engineer, and the Kingwood Township Engineer; and
4. The exact acreage to be determined by survey; and
5. The Easement will be held by Hunterdon County upon closing.
6. The Township's final approval, acceptance of the application, and participation in this acquisition is contingent upon approval and acceptance of the State Agriculture Development Committee and receipt of federal grant funds to provide for the Township's proportionate cost share of the value of the development easement.

7. A copy of this resolution shall be sent to the landowner/applicant, Hunterdon County CADB, and the State Agriculture Development Committee.

**RESOLUTION NO. 2022 – 138**

**RESOLUTION REFUNDING BALANCE IN THE PERFORMANCE BOND TRUST FUND**

**WHEREAS**, the following deposits were made for the professional services for the completion of the project by Penn Jersey Educational Radio, Corp., on Block 15, Lot 8.05; and

**WHEREAS**, the project has been completed.

**NOW, THEREFORE, 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 refund the following escrow funds:

Penn Jersey Educational Radio Corp. - \$3,831.00

**RESOLUTION NO. 2022 – 139**

**RESOLUTION REFUNDING BALANCES IN THE AQUIFER AND HYDROGEOLOGICAL TRUST FUND**

**WHEREAS**, the following deposits were made for the professional services for the review of the Aquifer and Hydrogeological Reports; and

**WHEREAS**, it has been confirmed by the Township Hydrogeologist that there are no funds due to him for the review of the Aquifer and Hydrogeological Reports on the below properties.

**NOW, THEREFORE, 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 refund the following escrow funds:

Tumble Partnership – Block 32, Lot 11.02 - \$1,450.00

Tumble Partnership – Block 32, Lot 10 - \$1,656.32

**RESOLUTION NO. 2022 – 140**

**RESOLUTION OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY OPPOSING THE PROPOSED INCREASES TO THE STATE HEALTH BENEFITS PROGRAM**

**WHEREAS**, the State Health Benefits Program (SHBP), governed by N.J.S.A. 52:14-17.25 et seq., offers medical, prescription drug, and dental coverage to qualified State and participating local government public employees, retirees, and eligible dependents; and

**WHEREAS**, all SHBP plans are self-funded meaning that the money paid out for benefits comes directly from a SHBP fund supplied by the State, participating local employers, and member premiums; and

**WHEREAS**, the Division of Pensions and Benefits is responsible for the daily administrative activities of the SHPB, the State Health Benefits Commission is the executive organization responsible for overseeing the SHBP; and

**WHEREAS**, the State Health Benefits Commission, comprised of state officials and union representatives, annually consider the calendar year premium levels for the Local Government Employer Group of the SHBP based on recommendations found in the Rate Setting Recommendation Analysis of the Local Government Employee Group; and

**WHEREAS**, the preliminary rate increase for the 2023 Local Government Employer Group is 22.8%, which includes a 21.6% increase for Active, a 13% increase in Early Retiree, and a 0.7% increase for Medicare Retiree; and

**WHEREAS**, subsequent news accounts has Department of Treasury noting "rates for active members and early retirees would likely be increase between 12-20% across the various plans for the upcoming year"; and

**WHEREAS**, such proposed exorbitant rate increases will fall upon the local property taxpayer along with the local public employees at a time where there is record inflation, and

**WHEREAS**, the proposed premium increase for most active employees will take thousands more out of their paychecks annually and lead to huge costs for local governments that will translate into higher property tax bills for struggling families; and

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Township of Kingwood in the county of Hunterdon call up the State Health Benefit Commission to reconsider the rate increase and strike a rate increase that is appropriate in the current economic conditions; and

**BE IT FURTHER RESOVLED**, that the governing body of the Township of Kingwood in the County of Hunterdon urge the legislature to adopt legislation expanding the composition of the State Health Benefits Commission to include representatives from both municipal and county government management; and

**BE IT FURTHER RESOLVED**, that a copy of this resolution be forwarded to Governor Murphy, State Treasurer Muoio, Senate President Scutari, Assembly Speaker Coughlin, State Senator Michael Doherty, Assemblyman Erik J. Peterson Assemblyman John DiMaio, and New Jersey State League of Municipalities.

**RESOLUTION NO. 2022 – 141**

**RESOLUTION OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON,**

**STATE OF NEW JERSEY OPPOSITION TO THE REASSIGNMENT BY THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION OF ALL MUNICIPALITIES CURRENTLY DESIGNATED TIER B UNDER THE MUNICIPAL SEPARATE STORM SEWER SYSTEM PERMIT PROGRAM TO TIER A DESIGNATION AND EXPANSION OF TIER A PERMIT CONDITIONS**

**WHEREAS**, the New Jersey Department of Environmental Protection (NJDEP) has undertaken efforts to reassign to ‘Tier A’ designation under the Municipal Separate Storm Sewer System Permit program (MS4 Permit Program) all New Jersey municipalities currently designated ‘Tier B’; and

**WHEREAS**, compliance with the MS4 Permit Program for a municipality designated Tier A is far costlier and more onerous than compliance for a municipality designated Tier B; and

**WHEREAS**, under the existing designation system, the Tier B designation was specifically created for municipalities that are located in more rural areas and non-coastal regions, while Tier A designation was created for municipalities that are located within the more densely populated regions of the state or along or near the coast; and

**WHEREAS**, many municipalities designated Tier B under the existing designation system simply do not have the resources to comply with Tier A designation; and

**WHEREAS**, the NJDEP, while attempting to reassign all municipalities to Tier A, is simultaneously proposing to renew the Tier A MS4 General Permit to include additional conditions on municipal permit holders; and

**WHEREAS**, the NJDEP is asking current Tier B municipalities to come into compliance with both existing Tier A requirements and a set of still-unfinalized Tier A renewal requirements on practically the same schedule as existing Tier A municipalities; and

**WHEREAS**, the State, however well-intended in its actions, continues to saddle municipalities with additional responsibilities through unfunded and underfunded mandates, putting additional burdens on property taxpayers; and

**WHEREAS**, the reassignment by the NJDEP to Tier A designation for all New Jersey municipalities currently designated Tier B will result in a redistribution of these municipalities’ limited resources, away from their crucial government functions; and

**WHEREAS**, Kingwood Township supports taking action to better protect and improve the quality of its own waterways, as well as waterways throughout the State but efforts to do so must be balanced against other critical needs with consideration for the limit resources of municipal government.

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

1. The Township of Kingwood hereby urges the members of the New Jersey Assembly and Senate to support, co-sponsor, and adopt legislation that would prevent the NJDEP from reassigning to Tier A designation under the MS4 permit program New Jersey Municipalities that are currently designated Tier B, and also prevent the NJDEP from expanding conditions of the Tier A permit until a full analysis of the fiscal impact these changes will have on these municipalities can be completed, and state funding is made available.
2. The Township of Kingwood hereby urges the Governor of State of New Jersey to sign any legislation adopted by the State Assembly and Senate which would prevent the NJDEP from reassigning to Tier A designation under the MS4 permit program New Jersey Municipalities that are currently designated Tier B, and also prevent the NJDEP from expanding conditions of the Tier A permit until a full analysis of the fiscal impact these changes will have on these municipalities can be completed, and state funding is made available..
3. A certified copy of this resolution upon its adoption shall be furnished to State Senators Cory Booker and Robert Mendez, Representative Tom Malinowski, Governor Phil Murphy, the Commissioner of the New Jersey Department of Environmental Protection, and New Jersey State League of Municipalities.

**RESOLUTION NO. 2022 – 142**

**SURRENDERING UNCLAIMED FUNDS TO THE STATE OF NEW JERSEY**

**WHEREAS**, Kingwood Township has determined that it has in its possession unclaimed funds; and

**WHEREAS**, Public Laws of 1989, Chapter 58; NJS 46:30B-1 et seq requires the holder of unclaimed property to surrender it to the State of New Jersey.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey, that the Chief Financial Officer be authorized to surrender the following funds to the Treasurer of the State of New Jersey as unclaimed funds:

Effisolar Energy Corp., 1201 Third Avenue, Suite 220, Seattle, WA 98101  
Syncarpha Alethea II, 645 Madison Avenue, 14th Floor, New York, NY, 10022  
Dimensions Energy, 300 Park Avenue, 12th Floor, New York, NY, 10022  
HE Equities, 226 Prospect Point Road, Lake Hopatcong, NJ 07849

**RESOLUTION NO. 2022 – 143**

**2022 BUDGET APPROPRIATIONS 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

<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>	<u>AMOUNT</u>
Administrative & Executive – Other Expense	Administrative & Executive – Salary and Wages	\$5,000.00
Planning Board – Other Expense	Administrative & Executive – Salary and Wages	\$15,000.00
Board of Health – Other Expense	Board of Health – Salary and Wages	\$100.00
Recreation – Other Expense	Bulk & Utility Expenses – Solid Waste	\$5,000.00
Streets & Roads – Other Expense	Vehicle Maintenance – Other Expense	\$7,500.00
Streets & Roads – Other Expense	Bulk & Utility Expenses – Gasoline/Diesel	\$5,000.00

following transfers within the 2022 Budget Appropriations:

**BILLS AND CLAIMS**

Bill list in the amount of \$2,166,345.84.

**MINUTES**

- October 6, 2022 Regular and Executive Session
- August 20, 2001 Regular Meeting
- September 17, 2001 Regular Meeting
- September 18, 2001 Regular Meeting
- September 24, 2001 Regular Meeting

**CORRESPONDENCE**

None

**RETURN TO REGULAR MEETING AGENDA****ORDINANCES**

**Public Hearing on Ordinance 22-12-2022.**

Mayor Syrnick read Ordinance 22-12-2022 by title.

**ORDINANCE NO. 22-12-2022**

**ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY CREATING CHAPTER 67 ENTITLED “BUSINESS REGISTRY” ESTABLISHING A REGISTRY FOR BUSINESS-, RENTAL- UNIT, AND MULTI-FAMILY HOMEOWNERS INSURANCE CERTIFICATES**

**WHEREAS**, the State of New Jersey has enacted a new statute which requires business owners, rental unit owners, and owners of multifamily homes which is four or fewer units, one of which is owner-occupied, to maintain certain liability insurance policies and register certificates of insurance demonstrating compliance with such statute with the municipality; and

**WHEREAS**, the requirement to register a certificate of insurance shall be effective as of November 6, 2022, 90 days following enactment; and

**WHEREAS**, said law provides that the municipality may, by ordinance, establish a reasonable administrative fee for the certificate of registration.

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

## **SECTION I**

### **Chapter 67 – Business Registry**

#### **§ 67-1. Liability Insurance Requirements.**

Pursuant to S.B. 1368, codified under N.J.S.A. 40A:10A-1 and -2, the owner of a business or owner of a rental unit(s) shall maintain liability insurance for negligent acts and omissions in an amount of no less than five hundred thousand dollars (\$500,000.00) for combined property damage and bodily injury to or death of one or more persons in any one accident or occurrence.

The owner of a multifamily home which is four or fewer units, one of which is owner-occupied, shall maintain liability insurance for negligent acts and omissions in an amount of no less than three hundred thousand dollars (\$300,000.00) for combined property damage and bodily injury to or death of one or more persons in any one accident or occurrence.

#### **§ 67-2. Registration Requirements.**

All business owners, rental unit owners, and owners of multi-family homes of four or fewer units, one of which is owner occupied, shall register a certificate of insurance as required by the aforementioned statute in the office of the Township Clerk on an annual basis, which office shall maintain a registry of certificates of insurance filed with it, and each registration shall be accompanied by payment of \$\_\_\_\_\_ as an administrative fee for such registration payable to the Township of Kingwood.

#### **§ 67-3. Failure to Register.**

The governing body is authorized to collect, through a summary proceeding pursuant to the “Penalty Enforcement Law of 1999,” P.L. 1999, C. 274 (C.2A:58-10 et seq.), a fine of not less than five hundred dollars (\$500.00) but no more than five thousand dollars (\$5,000.00) against an owner who failed to comply with the provisions of this Ordinance.

## **SECTION II**

All Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistencies.

### **SECTION III**

If any article, section, subsection, paragraphs, phrase or sentence is, for any reason, inconsistent with the Code of the Township of Kingwood, or is held to be unconstitutional or invalid, said article, section, subsection, paragraph, phrase or sentence shall be deemed severable.

### **SECTION IV**

This Ordinance shall take effect immediately upon final passage and publication as provided by law.

A motion by Russano, seconded by Syrnick to open public comment on Ordinance 22-12-2022 was unanimously approved by voice vote.

Hearing no members of the public speak up, a motion by Russano, seconded by Syrnick to close public comment on Ordinance 22-12-2022 was unanimously approved by voice vote.

A motion by Russano, seconded by Syrnick to adopt Ordinance 22-12-2022 was approved by roll call vote.

*Russano: Yes; Syrnick: Yes*

### **Introduction of Ordinance 22-13-2022.**

Mayor Syrnick tabled Ordinance 22-13-2022 until the December meeting.

### **NEW BUSINESS**

- **Township Committee Liaison Reports:** Committeeman Russano noted that the new Agricultural Growth link is on the Township website and he encouraged residents to view the GIS mapping system of local agricultural business.

Committeeman Russano reported that Community Day in September was the first one in over three years and surpassed all expectations. Committeeman Russano stated that it was widely attended by the residents and that Parks and Recreation had agreed to host another Community Day in 2024.

Committeeman Russano noted that the Parks and Recreation Committee submitted a request to the Township Committee to continue the hunting program for the 2023-2024 hunting season. Committeeman Russano stated that this was addressed in Resolution #2022-124.

Committeeman Russano stated that a Parks and Recreation subcommittee had been formed to assist with the needs and future of the Lindsay White House. Committeeman Russano noted that the first meeting for this subcommittee would be November 21<sup>st</sup>.

Mayor Syrnick reported that the Environmental Committee is reviewing their by-laws and discussing how to best address the invasive species on Township properties. Mayor Syrnick stated that the Environmental Committee continues to work hard on tree planting in the riparian buffer zones.

Mayor Syrnick noted the Planning Board continues to discuss zoning along the Route 12 corridor.

- **Shared Services Agreement for Software for 2022-2023 with Delaware Valley Regional High School District Board of Education:** A motion by Russano, seconded by Syrnick was unanimously approved by roll call vote to approve the shared services agreement for software for 2022-2023 with the Delaware Valley Regional High School District Board of Education.
- **Leaking Basement Door at Municipal Building:** Mayor Syrnick noted that the main entrance to the Municipal Building is an internal door, which is causing an issue with leaks. Mayor Syrnick advised she would speak with the Department of Public Works to price out a proper external door.
- **Best Practices Checklist:** CFO Laudenbach explained that the checklist was almost complete with the exception of one question. The Committee reviewed and acknowledged the Best Practices Checklist. A motion by Russano, seconded by Syrnick to move forward with the Best Practices Checklist and accept it as is was unanimously approved by voice vote.
- **Recognition of Citizen with Outstanding Volunteerism:** Tabled for a future date.
- **Quote from Foveonics to Scan Files into the Electronic System:** Tabled until January 2023
- **Discussion on a Potential Letter from the Mayor to the State Official Regarding the Burden of the SHBP Costs to the Township:** Mayor Syrnick reported that she would draft a letter to State officials opposing the burden of the increased State Health Benefits Program cost that will be placed on the municipalities.

### OLD BUSINESS

- **Tier B Reassignments:** No new business was discussed.

### EXECUTIVE SESSION

A motion by Russano, seconded by Syrnick to approve resolution #2022-144 was unanimously approved by roll call vote.

*Russano: Yes; Syrnick: Yes*

**RESOLUTION NO. 2022 – 144**

**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 – Workplace Investigation Material Policy
  - b. Contractual – Shared Services
  - c. Personnel – Discussion on Appointments

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 Russano, seconded by Syrnick to exit Executive Session was unanimously approved by roll call vote.

*Russano: Yes; Syrnick: Yes*

The committee was in Executive Session from 8:08 PM – 9:25 PM

**ACTIONS ON ITEMS FROM EXECUTIVE SESSION**

A motion by Russano, seconded by Syrnick to appoint Tiffany Crivelli as the Township's Deputy Emergency Management Coordinator was unanimously approved by roll call vote.

*Russano: Yes; Syrnick: Yes*

**RESOLUTION NO. 2022 – 145**

**APPOINTMENT OF TOWNSHIP DEPUTY EMERGENCY MANAGEMENT  
COORDINATOR**

**WHEREAS**, the Township of Kingwood is in need for a Deputy Emergency Management Coordinator.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon, appoint Tiffany Crivelli as the Township's Deputy Emergency Management Coordinator for the unexpired term effective November 3, 2022 until December 31, 2022 with a salary of \$1,500.00.

A motion by Russano, seconded by Syrnick to appoint Michele Tipton-Walters as the Township's Assessment Search Officer was unanimously approved by roll call vote.

*Russano: Yes; Syrnick: Yes*

**RESOLUTION NO. 2022 – 146**

**APPOINTMENT OF TOWNSHIP ASSESSMENT SEARCH OFFICER**

**WHEREAS**, the Township of Kingwood is in need for an Assessment Search Officer.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon, appoint Michele Tipton-Walters as the Township's Assessment Search Officer for an unexpired term effective November 3, 2022 until December 31, 2022 with a salary of \$1,500.00.

**ADJOURNMENT**

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

The meeting adjourned at 9:34 PM.

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Tiffany Crivelli, Acting Township Clerk

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Maureen Syrnick, Mayor

Approved: December 1, 2022