



## KINGWOOD TOWNSHIP COMMITTEE Regular Meeting Agenda

November 3, 2022 – 7:00PM  
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 and Courier News on January 6, 2022 and by telefaxing a copy of the notice to the Express Times on January 4, 2022. Copies of the notice were also posted in the Kingwood Township Municipal Building, Township Website and the Baptistown Post Office.

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

*Thomas Ciacciarelli, Andrew Russano, Jr., Maureen Syrnick*

### 4. PROCLAMATION

Honoring the Gordeuk Farm for the 100th Anniversary of Active Farming and Agricultural Business in Hunterdon County

### 5. FIRST RESPONDERS' MONTHLY REPORTS

- a. New Jersey State Police – Kingwood Barracks
- b. Kingwood Township OEM
- c. Kingwood Township Fire Inspector
- d. Kingwood Township Volunteer Fire Company
- e. Kingwood Township Rescue Squad

### 6. PRESENTATION BY THE SHERIFF OF HUNTERDON COUNTY FREDRICK BROWN

“The Sheriff’s Officer Class Special III Program”

### 7. 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.

### 8. FUTURE MEETINGS AND ACTIVITIES

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

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

PLEASE NOTE THIS AGENDA IS SUBJECT TO LAST MINUTE CHANGE

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

## 9. MONTHLY REPORTS

- a. Advanced Animal Control Incident Reports – October 2022
- b. Budget Status Report – November 2022
- c. Court Report – September 2022
- d. Construction Report – October 2022
- e. Emergency Management Report – October 2022
- f. Fire Marshall Monthly Report – October 2022
- g. New Jersey State Police Kingwood Barracks – September 2022
- h. Township Engineer’s Report – October 2022
- i. Tax Collector Report – October 2022
- j. Zoning Official Report – October 2022

## 10. RESOLUTIONS

**Resolution No. 2022 – 131:** Hunterdon County Open Space, Recreation, Farmland and Historic Preservation Trust Fund Municipal Grant Program for Year 2021

**Resolution No. 2022 – 132:** Tax Sale Redemption-Certificate No. 21-004 BI 13, L14.05

**Resolution No. 2022 – 133:** Form 1B - Governor’s Council on Alcoholism and Drug Abuse Fiscal Grant Cycle July 2, 2023 – June 30, 2024

**Resolution No. 2022 – 134:** Refunding Balances in Completed Three Part Pump Test Escrow Accounts

**Resolution No. 2022 – 135:** Amending Employee Handbook (Emergency Contact Information)

**Resolution No. 2022 – 136:** Amending Resolution No. 2022-10 to add Personal Time with Hourly Increments

**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

**Resolution No. 2022 – 138:** Refunding Balance in the Performance Bond Trust Fund

**Resolution No. 2022 – 139:** Refunding Balances in the Aquifer and Hydrogeological Trust Fund

**Resolution No. 2022 – 140:** Surrendering Unclaimed Funds to The State Of New Jersey

**Resolution No. 2022 – 141:** Opposing the Proposed Increases to the State Health Benefits Program

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**Resolution No. 2022 – 142:** 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

**Resolution No. 2022 – 143:** 2022 Budget Appropriation Transfers

**11. BILLS AND CLAIMS**

**12. MINUTES**

- a. October 6, 2022 Regular Meeting and Executive Session
- b. August 20, 2001 Regular Meeting
- c. September 17, 2001 Regular Meeting
- d. September 18, 2001 Special Meeting
- e. September 24, 2001 Special Meeting

**13. CORRESPONDENCE**

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

**RETURN TO REGULAR MEETING AGENDA**

**14. ORDINANCES**

**Public Hearing on 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 –

- 1. Read by Title                      2. Public Hearing                      3. Action on Ordinance**

**Introduction on Ordinance No. 22-13-2022:** An Ordinance 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 2023

- 1. Read by Title                      2. Introduce on 1st Reading                      3. Set Public Hearing Date**

**15. NEW BUSINESS**

- a. Township Committee Liaison Monthly Reports
- b. Approve Shared Services Agreement Software 2022 – 2023 Del Val Regional HS District BOE
- c. Door in Basement of Municipal Building – Leaking
- d. Best Practices Check List
- e. Discussion and Recognition of Citizen with Outstanding Volunteerism
- f. Discussion / Approval of quote from Foveonics to scan files into the electronic system
- g. Discussion on a Letter from the Mayor to the State Officials Regarding the Burden of the SHBP costs to the Township

**16. OLD BUSINESS**

- a. Tier B Reassignments

**17. EXECUTIVE SESSION – Resolution No. 2022 – 144:** To enter into Executive Session for the purpose of discussing Personnel Matters, Contracts, Litigations and subjects falling under Attorney- Client Privilege. The discussion is expected to take approximately 1 hour. Action may be taken.

- a. Personnel – Workplace Investigation Material Policy
- b. Contractual – Shared Services

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

- c. Personnel – Discussion on Employee Policies and Amendment of Handbook
- d. Personnel – Discussion on Appointments

**18. RETURN TO REGULAR SESSION**

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

- a. **Resolution No. 2022 – 145 & 146:** Appointments
- b. Shared Services Agreement

**20. ADJOURNMENT**