



KINGWOOD TOWNSHIP COMMITTEE **REGULAR MEETING MINUTES**

March 2, 2023 – 7:00 P.M.

Mayor Andrew Russano, Jr., called the regular meeting of the Kingwood Township Committee to order on March 2, 2023 at 7:01 P.M. Mayor Russano 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, Courier News, and the Trenton Times, was posted on the bulletin board in the Municipal Building and filed with the Township Clerk on January 12, 2023.

PLEDGE OF ALLEGIANCE

Mayor Russano led those in attendance in the pledge to the nation's flag.

MOMENT OF SILENCE

Mayor Russano ordered a moment of silence in remembrance of all those serving.

ROLL CALL

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

Absent: None

FIRST RESPONDERS' MONTHLY REPORTS

- **New Jersey State Police – Kingwood Barracks** – Sgt. Heliotis reported on motor vehicle violations and calls for service within the Township. Sgt. Heliotis also noted they have increased their presence at the school.
- **Kingwood Township OEM** – OEM Coordinator D. Frank Floyd reported on an update from FEMA. OEM Coordinator Floyd also inquired with the Committee about moving forward with the NJSP Siren Grant in Byram that would have a voice alert and activate a phone system to alert residents if the Nockamixon Dam broke.

A motion by Riggo, seconded by Syrnick to sign the NJSP Siren Grant and move forward with the process was unanimously approved by roll call vote.

Riggo: Yes; Syrnick: Yes; Russano: Yes

- **Kingwood Township Fire Inspector** – Fire Marshall Dennis Concannon reported on the Fire Safety Report for the month of February.
- **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. Chief Floyd also inquired about the Township assisting with a grant for the EMS Building to replace windows and potentially the roof.

OPEN PUBLIC COMMENT – PRIVILEGE OF THE FLOOR

Mayor Russano opened the floor to public comment.

Hearing no members of the public speak up, Mayor Russano closed the floor to public comment.

CONSENT AGENDA

Deputy Mayor Syrnick pulled Resolution #2023-37 from the consent agenda.

Committeeman Riggio pulled Resolution #2023-40 from the consent agenda.

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

Riggio: Yes; Syrnick: Yes; Russano: Yes

MONTHLY REPORTS

- Advanced Animal Control Incident Reports – None
- Budget Status Report – None
- Court Report – January 2023
- Construction Report – February 2023
- Emergency Management Report – None
- Fire Marshall Monthly Report – None
- New Jersey State Police Kingwood Barracks – None
- Township Engineer's Report – None
- Tax Collector Report – December 2022, January 2023
- Zoning Official Report – February 2023

RESOLUTIONS

RESOLUTION NO. 2023 – 38 Public Works Department Salaries For 2023

WHEREAS, Ordinance No. 1 – 2023 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 hourly salaries are established for the year 2023:

| | |
|---------------|----------|
| Michael Ewing | \$ 43.71 |
| Walter Cotier | \$ 41.40 |
| John Kertesz | \$ 39.04 |
| John McNally | \$ 37.18 |
| Joshua Burk | \$ 37.18 |

Eric Bentzinger

\$ 37.18

RESOLUTION NO. 2023 – 39
Emergency Temporary Appropriations

WHEREAS, an emergent condition has arisen in that the Township is expected to enter in contracts, commitments, or payments prior to the 2023 budget and no adequate provision has been made in the 2023 temporary budget for the aforesaid purposes; and

WHEREAS, N.J.S. 40A:4-20 provides for the creation of an emergency temporary appropriation for said purpose; and

WHEREAS, the total emergency temporary appropriation resolutions adopted in the year 2023 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) including this resolution total \$12,125.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Kingwood, in the County of Hunterdon, State of New Jersey, that in accordance with the provisions of N.J.S.A. 40A:4-20:

- 1) Emergency temporary appropriations be and the same are hereby made in the amount of \$12,125.00 as follows:

Administration and Executive Other Expense - \$3,500.00
Bulk & Utility Expenses – Fuel Oil - \$ 1,200.00
Planning Board – Other Expense - \$4,000.00
Prosecutor – Other Expense - \$2,000.00

- 2) Said emergency temporary appropriations will be provided for in the 2023 budget.
- 3) That one certified copy of this resolution be filed with the Director, Division of Local Government Services.

CORRESPONDENCE

- Notice of Adoption of the Kingwood Township Reexamination Report of the Master Plan

MINUTES

- February 2, 2023 Regular and Executive Session – PULLED UNTIL 4/6/2023
- February 22, 2023 Special Meeting Minutes – PULLED UNTIL 4/6/2023

RETURN TO REGULAR MEETING AGENDA

Deputy Mayor Syrnick noted that Resolution #2023-37 is to enable Green Acres funding, but that the town would incur many obligations. Committeeman Riggio inquired if this had been passed in years prior. Deputy Mayor Syrnick noted that it was.

The Committee agree it was best to hold a special meeting on March 13, 2023 at 1:00 p.m. via Zoom to discuss further.

Committeeman Riggio inquired to the items listed on Resolution #2023-40. CFO Laudenbach explained the monies have been in escrow and the Township was not billed by the County for inspections and should be returned.

A motion by Syrnick, seconded by Riggio to approve Resolution #2023-40 was unanimously approved by roll call vote.

Riggio: Yes; Syrnick: Yes; Russano: Yes

RESOLUTION NO. 2023 – 40
Refunding Unbilled or Excess Retail Food Inspection Fees

WHEREAS, the Township has done an analysis of the balance in the Retail Food License escrow; and

WHEREAS, it has been determined that the following facilities placed an excess escrow or the Township was not billed by the Hunterdon County Health Department for their inspection.

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 shall be authorized to issue the following refunds:

| | |
|----------------------------------|-------------------|
| Hot Dog Man | \$1,400.00 |
| Shreji Liquors | \$500.00 |
| Festival Foods | \$250.00 |
| Marinelli's | \$75.00 |
| Artie's Bar & Grill | \$75.00 |
| Guiseppe's Ristorante | \$75.00 |
| Big Pink's BBQ | \$75.00 |
| The Milford House | \$75.00 |
| KT Volunteer Fire Company | \$75.00 |
| Bucks County Kettle Corn | \$75.00 |
| The Pirate Cupcake | \$75.00 |
| Kona Ice | \$200.00 |
| DBA Piggy's | \$75.00 |
| Paniteris | \$200.00 |
| Razberry's | \$200.00 |
| Cafe Maria | \$200.00 |
| Dish Catering | \$200.00 |
| Veslika Creations | \$200.00 |

| | |
|------------------|----------|
| Jack Egovil | \$200.00 |
| Ginny's Café | \$200.00 |
| Highland Gourmet | \$200.00 |
| Black Shed LLC | \$100.00 |

ORDINANCES

Public Hearing on Ordinance No. 3 – 2023

Mayor Russano read Ordinance No. 3 – 2023 by title.

A motion by Riggio, seconded by Syrnick to open public comment on Ordinance 3-2023 was unanimously approved by voice vote.

Hearing no members of the public speak up, a motion by Syrnick, seconded by Riggio to close public comment on Ordinance 3-2023 was unanimously approved by voice vote.

A motion by Riggio, seconded by Syrnick to adopt Ordinance 3-2023 was approved by roll call vote.
Riggio: Yes; Syrnick: Yes; Russano: Yes

ORDINANCE NO. 3 - 2023

CALENDAR YEAR 2023 ORDINANCE TO EXCEED MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.4)

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Governing body of the Township of Kingwood in the County of Hunterdon finds it advisable and necessary to increase its CY 2023 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Governing body hereby determines that a 3.5% increase in the budget for said year, amounting to \$22,825.62 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Governing body hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Governing body of Township of Kingwood, in the County of Hunterdon, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2023 budget year, the final appropriations of the Township of Kingwood shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$79,889.67, and that the CY 2023 municipal budget for the Township of Kingwood be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Public Hearing on Ordinance No. 4 – 2023

Mayor Russano read Ordinance No. 4 – 2023 by title.

A motion by Riggio, seconded by Syrnick to open public comment on Ordinance 3-2023 was unanimously approved by voice vote.

Hearing no members of the public speak up, a motion by Syrnick, seconded by Riggio to close public comment on Ordinance 4-2023 was unanimously approved by voice vote.

A motion by Riggio, seconded by Syrnick to adopt Ordinance 4-2023 was approved by roll call vote.
Riggio: Yes; Syrnick: Yes; Russano: Yes

ORDINANCE NO. 4 - 2023

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

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

ARTICLE 1. The salaries or compensation rates of the positions listed below are hereby fixed and determined:

2023

Municipal Court

| | |
|--------------------------------------|--------------|
| Judge | \$15,083.00 |
| Court Administrator/Violations Clerk | \$ 40,283.00 |

| | |
|------------------------------------|-------------|
| Public Defender | \$ 4,131.00 |
| Municipal Court Clerical Assistant | \$ 112.00 |
| Municipal Court Security Officer | \$ 36.68 |

Miscellaneous

| | |
|------------------------------|------------|
| Affordable Housing Secretary | \$1,600.00 |
|------------------------------|------------|

Public Hearing on Ordinance No. 5 – 2023

Mayor Russano read Ordinance No. 5 – 2023 by title.

A motion by Riggio, seconded by Syrnick to open public comment on Ordinance 5-2023 was unanimously approved by voice vote.

Hearing no members of the public speak up, a motion by Riggio, seconded by Syrnick to close public comment on Ordinance 5-2023 was unanimously approved by voice vote.

Deputy Mayor Syrnick noted that this ordinance was updated by the Planning Board to make it easier to understand as well as update permitted use to enhance the zoning.

A motion by Riggio, seconded by Syrnick to adopt Ordinance 5-2023 was approved by roll call vote.
Riggio: Yes; Syrnick: Yes; Russano: Yes

ORDINANCE NO. 5 - 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 REGARDING DEFINITIONS, ARTICLE II ZONING DISTRICTS; MAP; BOUNDARIES, AND ARTICLE III DISTRICT REGULATIONS REGARDING THE APPLICABILITY OF PERMITTED USES IDENTIFIED IN § 132-41, THE ROUTE 12 SCENIC CORRIDOR OVERLAY (SCO) ZONE AS PERTAIN TO THE VILLAGE COMMERCIAL 1 AND 2 ZONES, THE HIGHWAY COMMERCIAL ZONE, THE PROFESSIONAL OFFICE / RESIDENTIAL ZONE, THE BUSINESS PARK ZONE AND THE AGRICULTURAL RESIDENTIAL ZONE, AND AMENDING THE PERMITTED USES WITHIN THE ROUTE 12 SCENIC CORRIDOR OVERLAY ZONE.

WHEREAS, the Township of Kingwood adopted Ordinance No. 17-15-2012 on 12-17-2012 and Ordinance No. 19-14-2017 on 12-7-2017; and

WHEREAS, Ordinance No. 17-15-2012 established the Route 12 Scenic Corridor Overlay Zone (the "SCO") and permitted uses for all lands included within the SCO at that time;

NOW, THEREFORE, BE IT ORDAINED, by the Township Committee of the Township of Kingwood, that Chapter 132 Zoning is hereby amended as follows:

Section 1. § 132-4 “Definitions” is hereby amended and supplemented by adding the following new definition, as follows:

MINI WAREHOUSE OR MINI WAREHOUSING

A building consisting of not more than 7,500 square feet in area used for indoor temporary storage of goods, materials, vehicles or equipment and consisting of not more than three loading bays and overhead doors for loading and unloading the building.

Section 2. §132-21 entitled “Zoning Map” is hereby amended and supplemented by replacing existing §132-21 and replacing it with the following new §132-21, as follows:

The boundaries of each of zoning district enumerated in enumerated in §132-20, except the FP Floodplain District, are hereby established as shown on a map entitled "Zoning Map of the Township of Kingwood," dated July 1993, last amended April 5, 2018, which accompanies this chapter and is hereby made a part of this chapter, and attached hereto as Attachment 5 – Zoning Map.[1] The boundaries of the FP Floodplain District shall be those delineated as the "floodplain" following public hearings by the Water Policy and Supply Council in the Division of Water Resources in the Department of Environmental Protection of the State of New Jersey for areas adjacent to those streams for which the Water Policy and Supply Council has done studies. Information concerning these delineations is on file in the offices of the Division of Water Resources of the State of New Jersey and the office of the Township Clerk. For those areas adjacent to streams for which floodways have not been delineated by the Water Policy and Supply Council, the boundaries of the FP Floodplain District must be determined on a case-by-case basis from the water surface profiles which are to be supplied by an applicant in his application for development before either the Planning Board or Zoning Board of Adjustment as set forth in Article VIII of this chapter.

[1] Editor’s Note: The Zoning Map is attached hereto as Attachment 5 – Zoning Map, and is on file in the Township offices.

Section 3. § 132-30 AR-2, Agricultural and Single-Family Residential District is hereby amended and supplemented by adding the following new Subsection 132-30 B. (8), as follows:

(8) The foregoing standards shall not be applicable if the subject lot(s) are located within the Route 12 Scenic Corridor Overlay (SCO) Zone as provided for in Section 132-41 of the zoning ordinance. If the subject lot is located within the SCO Zone, the provisions of the SCO Zone shall apply and supersede any and all requirements of the underlying district. To determine whether the provisions of the SCO Zone apply and/or whether the subject lot(s) are located within the SCO Zone, refer to the Zoning Map included as Attachment 5 to this Chapter and available for inspection at the Township offices.

Section 4. § 132-33 VC-1 and VC-2 Village Commercial Districts is hereby amended and supplemented by adding the following new Subsection (g) to § 132-33 B.(1), as follows:

(g) The foregoing standards shall not be applicable if the subject lot(s) are located within the Route 12 Scenic Corridor Overlay (SCO) Zone as provided for in Section 132-41 of the zoning ordinance. If the subject lot is located within the SCO Zone, the provisions of the

SCO Zone shall apply and supersede any and all requirements of the underlying district. To determine whether the provisions of the SCO Zone apply and/or whether the subject lot(s) are located within the SCO Zone, refer to the Zoning Map included as Attachment 5 to this Chapter and available for inspection at the Township offices.

Section 5. § 132-33 VC-1 and VC-2 Village Commercial Districts is hereby amended and supplemented by adding the following new Subsection (f) to § 132-33 B.(2), as follows:

(f) The foregoing standards shall not be applicable if the subject lot(s) are located within the Route 12 Scenic Corridor Overlay (SCO) Zone as provided for in Section 132-41 of the zoning ordinance. If the subject lot is located within the SCO Zone, the provisions of the SCO Zone shall apply and supersede any and all requirements of the underlying district. To determine whether the provisions of the SCO Zone apply and/or whether the subject lot(s) are located within the SCO Zone, refer to the Zoning Map included as Attachment 5 to this Chapter and available for inspection at the Township offices.

Section 6. § 132-34 HC Highway Commercial District is hereby amended and supplemented by adding the following new Subsection (d) to § 132-34 B., as follows:

(4) The foregoing standards shall not be applicable if the subject lot(s) are located within the Route 12 Scenic Corridor Overlay (SCO) Zone as provided for in Section 132-41 of the zoning ordinance. If the subject lot is located within the SCO Zone, the provisions of the SCO Zone shall apply and supersede any and all requirements of the underlying district. To determine whether the provisions of the SCO Zone apply and/or whether the subject lot(s) are located within the SCO Zone, refer to the Zoning Map included as Attachment 5 to this Chapter and available for inspection at the Township offices.

Section 7. § 132-35 BP Business Park District is hereby amended and supplemented by adding the following new Subsection (11) to § 132-34 B., as follows:

(11) The foregoing standards shall not be applicable if the subject lot(s) are located within the Route 12 Scenic Corridor Overlay (SCO) Zone as provided for in Section 132-41 of the zoning ordinance. If the subject lot is located within the SCO Zone, the provisions of the SCO Zone shall apply and supersede any and all requirements of the underlying district. To determine whether the provisions of the SCO Zone apply and/or whether the subject lot(s) are located within the SCO Zone, refer to the Zoning Map included as Attachment 5 to this Chapter and available for inspection at the Township offices.

Section 8. § 132-36 PO/R Professional Office/Residential District is hereby amended and supplemented by adding the following new Subsections (7) & (8) to § 132-34 B., as follows:

(7) The foregoing standards shall not be applicable if the subject lot(s) are located within the Route 12 Scenic Corridor Overlay (SCO) Zone as provided for in Section 132-41 of the zoning ordinance. If the subject lot is located within the SCO Zone, the provisions of the SCO Zone shall apply and supersede any and all requirements of the underlying district. To determine whether the provisions of the SCO Zone apply and/or whether the subject lot(s)

are located within the SCO Zone, refer to the Zoning Map included as Attachment 5 to this Chapter and available for inspection at the Township offices.

- (8) Affordable housing as attached or detached rental or for-sale units.

Section 9. § 132-41 Route 12 Scenic Corridor Overlay (SCO) Zone regulations are hereby amended and supplemented by adding the following new Subsections (11) – (14) to § 132-41 D., as follows:

- (11) Adaptive reuse of existing nonresidential structures and uses, when such conversions are limited to commercial retail and service uses serving the local and regional consumer retail and consumer services market, not including truck, automotive and motorized heavy equipment retail sales and service uses.

- (12) Agritourism-based commercial uses, including:
- a. “Farm-based recreational activities” as defined by the State Agricultural Development Committee, when conducted by the property owner or immediate family member residing on the farm or agricultural unit upon which such farm-based recreational activities are conducted.
 - b. Inns, hostels, bed and breakfasts.
 - c. Farm markets including up to 25 individual farm market concessionaires each with up to 200 sq. ft. of sales area, subject to annual special license issued by the Township Committee and site plan approval by the Planning Board.

- (13) Brew pub under Restricted Brewery License issued by the State of New Jersey, where ownership is a person or entity that identically owns a Plenary Retail Consumption License which is operated in conjunction with a restaurant regularly and principally used for the purpose of providing meals to its customers and having kitchen and dining facilities, and not exceeding 10,000 sq. ft. in area.

- a. Outdoor arts and music concerts between May 1 and October 31 with outdoor performance arts and music events, not including Mondays, when owned and operated in conjunction with operation of a Restricted Brewery License, but not including amplified sound and subject to annual special license issued by the Township Committee and site plan approval by the Planning Board.

- (14) Auction barn up to 10,000 sq. ft. in area where auction sales are limited to furniture, antiques, housewares, art, and similar items, not including motorized vehicles such as, but not limited to trucks, cars, motorcycles, quads and all-terrain recreational vehicles, but including farm seed and farm equipment sales.

Section 10. Renumbering. This ordinance may be renumbered for codification purposes.

Section 11. Severability. If the provision of any article, section, subsection, paragraph, subdivision or clause of this Ordinance shall be judged invalid by any Court of competent jurisdiction, such Order or Judgment shall not affect or invalidate the remainder of any such article,

section, subsection, paragraph or clause, and, to this end, the provisions of this Ordinance are hereby declared to be severable.

Section 12. Effective Date. This Ordinance shall take effect immediately upon adoption and publication in accordance with the laws of the State of New Jersey.

NEW BUSINESS

- **Township Committee Liaison Reports:**

- Deputy Mayor Syrnick reported on the overall progress of DPW and the work being done to remove hazardous trees on the right-of-way's noting that 397 trees were removed so far. Deputy Mayor Syrnick noted that positive comments have been received.

Deputy Mayor Syrnick noted that Greg Bonin's last day was February 28th and that John Flemming has since taken over.

- Committeeman Riggio thanked the Committee on behalf of the Environmental Commission for the letter Mayor Russano sent to Congressman Thomas Kean regarding the Rockfall Mitigation

Committeeman Riggio noted the Environmental Commission reported to that the conservation areas have not been updated on the tax maps and inquired about starting that process. Deputy Mayor Syrnick stated that an update to the tax map was recommended but it is expensive and she would look further into it.

Committeeman Riggio reported that Parks and Recreation had some concerns with the budget for fireworks and Michele Tipton-Walters was obtaining quotes from other companies. Mayor Russano noted that last year a grant was awarded that offset the cost and that he would look into applying to a grant for this year.

Committeeman Riggio stated DPW and Parks and Recreation discussed replacing the broken fence around the bocce court. Committeeman Riggio noted that Mike Ewing suggested vinyl fencing for its durability and safety which was quoted at \$3,500 from Home Depot.

- **Opening of Town Hall for Public Access to Offices:** The Committee discussed and agreed it was time to open up the door to the offices from the foyer for the public.

A motion by Riggio, seconded by Syrnick to approve the opening of Town Hall to the public was unanimously approved by voice vote.

- **Application with A&A Enterprises, LLC for Bucket Truck Rental:** Deputy Mayor Syrnick stated DPW needs to rent a bucket truck in order to continue with the removal of trees.

A motion by Riggio, seconded by Syrnick to approve moving forward with the credit application for the bucket truck with A&A Enterprises, LLC was unanimously approved by roll call vote.

Riggio: Yes; Syrnick: Yes; Russano: Yes

- **Letter for Lockatong Preserve:** Mayor Russano stated he has received numerous complaints regarding safety concerns, camp fires, and graffiti at the Lockatong Preserve. Mayor Russano would like to send a letter to NJSP, NJDEP, and various other agencies to come up with a solution on how to mitigate any concerns.

A motion by Riggio, seconded by Syrnick to have Mayor Russano send a letter to various organizations regarding the Lockatong Preserve was approved by roll call vote.

Riggio: Yes; Syrnick: Yes; Russano: Yes

- **Dog Kennel Licensing:** Deputy Clerk Walters inquired about the kennel register and licensing procedure currently in place and requested to have it reviewed.

Deputy Mayor Syrnick agreed that it should be addressed since the Township has a high amount of animal abuse cases. Discussion ensued between the Committee and Township Attorney Moscaguirri regarding the current procedures. It was then decided to have the Planning Board review the policy and report back to the Township Committee with their suggestions.

A motion by Riggio, seconded by Syrnick to bring the Kennel Licensing matter to the Planning Board was unanimously approved by voice vote.

- **Potential Members for Rockfall Mitigation Advisory Subcommittee:** The Committee discussed contacting certain members of the public that they felt would best be suited for the Rockfall Mitigation Advisory Subcommittee. Committeeman Riggio volunteered to be the liaison to the group.
- **Volunteer Release of Liability and Indemnity Agreement:** Committeeman Riggio voiced concerns that members of Parks and Recreation had with wording on the Volunteer Release of Liability and Indemnity Agreement as they felt that tort would cover items. Township Attorney Moscaguirri noted that is not covered by tort.
- **Discussion on Dog Licensing Payments:** Deputy Clerk Walters noted that due to the drop box no longer being outside for afterhours drop-off which was utilized by many residents, there is potential for minor issues with payments not being received on time and asked if it was possible for an extension of the deadline. CFO Laudenbach noted that the municipal building is open every Tuesday until 8:30 PM and this is no different than receiving payments for Taxes. The committee discussed if payments could be received online and it was noted this was not possible as there is no way to provide proof of rabies vaccination. The committee was going to look into the possibility of utilizing SDL versus re-installing another drop box.

- **Discussion on Stormwater Compliance Solutions, LLC Correspondence:** Mayor Russano noted this is a consultant group looking to assist municipalities affected by the Tier change for a fee. Deputy Mayor Syrnick noted that our engineers are well versed and no outside consultant should be needed.

OLD BUSINESS

None

BILLS AND CLAIMS

A motion by Syrnick, seconded by Riggio to approve the bill list in the amount of \$1,863,812.18 was unanimously approved by roll call vote.

Riggio: Yes; Syrnick: Yes; Russano: Yes

EXECUTIVE SESSION

A motion by Syrnick, seconded by Riggio to approve resolution #2023-41 was unanimously approved by voice vote.

RESOLUTION NO. 2023 – 41**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. Any matter falling within the attorney-client privilege – Daniel’s Law, Insurance Matters, Payments
 - b. Personnel Matters
 - c. Contractual Agreements – Annual Contracts for Special Services

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 Riggio, seconded by Syrnick to exit Executive Session was unanimously approved by voice vote.

The committee was in Executive Session from 8:39 PM – 10:43 PM.

ACTION ON ITEMS FROM EXECUTIVE SESSION

None

ADJOURNMENT

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

The meeting adjourned at 10:44 PM.

Tiffany Crivelli, Acting Township Clerk

Andrew Russano, Jr., Mayor

Approved: May 4, 2023