

2006 – 300

**DECEMBER 15, 2006**

A Special Meeting of the Kingwood Township Committee was called to order at 8:30 A.M. with Mayor Zdepski presiding.

Also present at the meeting were Committeewoman Augustine, Committeeman Burke, CFO and Tax Collector Laudenbach and Clerk MacConnell. Following the salute to the flag, Mayor Zdepski read aloud the following:

**NOTICE REQUIREMENTS**

Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act by publication of the notice in the Express Times on December 13, 2006 and by telefaxing copies of the notice to the Delaware Valley News, Courier News and Star Ledger on December 11, 2006. Copies of the notice were also posted in the Kingwood Township Municipal Building on December 11, 2006 and the Baptistown Post Office on December 13, 2006.

In order to ensure full public participation in this meeting, all members of this Committee or Board, 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.

Mayor Zdepski invited Committeewoman Elect Elaine Niemann to participate in the discussion fully even though she won't be able to vote until 2007, and he announced that when the committee members go into closed session, particularly about the appointments and personnel, he will be a part of the discussion but will excuse himself from voting.

**SALARY ORDINANCE**

The committee members received a copy of a marked up Salary Ordinance, and Mayor Zdepski commented he has figured everything at 3% across the board, but with a few exceptions, such as COAH, Custodian, no increase for Emergency Management Coordinator or Deputy, Park Director, or IT/Web services. He noted the two major exceptions are the COAH and Custodian. Mr. Abel indicated to Mayor Zdepski there will be an increase in the hours for COAH this year and he is requesting a salary of \$50,000, and Mayor Zdepski figured in an extra \$40.00 per week for the Custodian due to the new garage. The Township Attorney and Tax Assessor salaries have been left as is. The Construction Code Official/Building Inspector/Building Subcode Official is not satisfied with the 3%, and there are some different figure requests from the Fire, Electric and Plumbing Inspectors as well. During this discussion, Mayor Zdepski telephoned Mr. Abel and he will be at the meeting shortly to discuss his request with the committee members.

Mr. Abel arrived at the meeting, and Mr. Burke commented he would like to be clear as far as the justification to increase his salary from \$25,000 to \$50,000. Mr. Abel responded to questions from the committee members, he believes the Township will have actual COAH units being built this year, and he sees this as the biggest time challenge. He also pointed out the committee has recently voted upon a list of changes in the duties of the Housing Liaison, and he suggested if the committee members will look through it they will see some activities that are sporadic, some may happen every week, some are annual. The work for round three has been done and submitted, we are now waiting for approval, but there will still be many little things to be done to satisfy COAH in order to obtain the approval of round three. Mr. Abel plans to have office hours right now by appointment, if the volume changes in future he will establish some office hours. Mr. Burke has a concern about accounting of hours, and he is not meaning to contend the hours claimed by Mr. Abel, but he feels the Township needs a mechanism to monitor what is being done, which could also turn out to be for the benefit of Mr. Abel if he is putting in more hours than he is being paid for. He suggested Mr. Abel submit a monthly report to the committee members, and Mr. Abel had no objection and agreed to do so, and in fact noted he had already started to keep a diary following a previous conversation with Mr. Burke.

Mr. Abel feels the Township has a first class program right now which will knit well with the existing community, and he feels it would not be a good idea to subcontract out the program while it is still in the planning and development stage. Five years or so down the road when all the units have been built and it is just a matter of maintenance, the Township may want to think about subcontracting it out.

Mr. Abel commented that once the Township receives Round Three approval from COAH, the Township is allowed to use developers funds to pay entirely for administrative costs of the COAH Program, to utilize up to 20% of what is collected any given year from developers funds. Mr. Abel expects this to happen before the end of 2007. Mayor Zdepski commented that CFO Laudenbach needs to follow up this year with Att'y. Novak and Att'y. Pierce, to obtain the payment from the developer from Frenchtown Run LLC, which should be close to a million dollars. Some discussion then followed regarding whether to take the payment in 2006 as per the Settlement Agreement, or in 2007 as per the memorializing Resolution of the Planning Board. Mayor Zdepski then asked Mr. Abel about the status of the two million dollar loan from the Department of Community Affairs, specifically how long it will take to get that in place. Mr. Abel noted the first step has been slow due to bureaucracy, the wetlands flagging has been started but still needs to be completed. The Township needs to show DCA that the project is viable, that the Township is moving forward with the project.

Mr. Abel explained the two biggest things to convince the DCA of are: ownership of the land, which the Township has already accomplished, and proof that waste can be properly disposed of. As soon as the wetlands survey is done, the Township needs to conduct soil tests and engineer a disposal system design. DCA informed Mr. Abel and Mayor Zdepski during a site visit this summer that very rapidly the Township would have the money reimbursing the cost of the project, construction, and the cost of the land, which money the Township can then use for other preservation projects. At the request of Mayor Zdepski, CFO Laudenbach went to find out the amount of funds currently in the Township's developers fee account and also to bring back a copy of the Settlement Agreement with Frenchtown Run LLC and Equestrian Village LLC. Mr. Abel took this opportunity to describe the DCA fund program for affordable housing, and their initiative to spread affordable housing into rural areas, for the benefit of Ms. Niemann. Mayor Zdepski also commented on the discussion with the DCA representatives at the previous meeting at the site. Basically, the DCA has been charged with disseminating funds, and they are scouting for what they feel are good projects, and they seemed thrilled with this possible project in Kingwood Township. Ms. Niemann asked if this will be a grant or a loan, as she has heard both words used. Mayor Zdepski noted that although it is called a loan, the two representatives assured him and Mr. Abel that the State will never ask for it to be repaid, the Township will be expected to keep using the loan in perpetuity.

Mr. Abel commented that the payment for the cost of the land is in the form of a grant, but the payment for the construction is in the form of a loan. He further commented that the DCA does need to see how the Township would repay the loan, and he did develop a pro-forma to show that the project for affordable units on the property will work economically. The understanding is that when the Township has sufficient funding to repay the loan, the Township would then present their next project, and instead of actually repaying the loan the funds would be utilized for the new project.

As far as the former Ukarish farm, the Township will become fully funded or nearly fully funded as we build the project, and we still have developers coming in and wanting to make payments in lieu, for their projects. A potential use for those funds would be what is called buy downs. The Township could purchase market rate homes in the area, for a bargain, renovate them up to standards and resell them, subsidized by the funds from developers. Other potential uses for those funds would be a new project, which Mr. Abel feels might be either senior housing or assisted living facilities. The other option would be to pay the money back to the State. Mr. Burke commented that the information Mr. Abel gave him indicates it is a grant and a loan program, but that generally if you are applying for a loan you would have to assume it will need to be paid back, unless there is something in writing indicating otherwise. Mr. Abel responded that the goal is to obtain a grant, and the loan part may not even be necessary. Mayor Zdepski commented again on the meeting with the State representatives, and the fact that they do not want the loan repaid, they would rather the Township keep the ball rolling with projects, but if it did need to be repaid there is no payment schedule and zero percent interest. Mr. Abel noted

that basically it is structured and called a loan so the State can retain control, so that each project needs to be approved by them, so that the Township does not take their money and spend it on something else. Mayor Zdepski feels that the Township would pay for the project anyway through the growth share fees from developers, so the State money is like a huge bonus.

Mrs. Laudenbach had returned to the meeting and confirmed that both the memorializing resolution and the settlement agreement with Frenchtown Run LLC and Equestrian Village LLC require the developer to make a payment thirty days from approval, so the Township will receive a payment for Frenchtown Run LLC in January, 2007 and she also confirmed the amount currently in the account is \$75,700.00. Mr. Abel briefly reported on the first permit application coming in for the Laurelton-Belmont development, and he then left the meeting.

Mrs. Laudenbach noted the payment coming in to the Township in January for the Frenchtown Run development will be \$31,250.00 per approved lot, and Mayor Zdepski pointed out that 20% of that can be used for administrative costs. Mayor Zdepski then returned to the salary ordinance, the Housing Officer. Ms. Niemann suggested finding out the practical aspect of using a consultant to assist our Housing Officer rather than dedicating those salary dollars to what is technically a part time position. Ms. Niemann feels that Mr. Abel is working very hard and just as a resident she can see he has done a ton of work, however, this is not his profession, he has only picked this up about two years ago, and there are professionals available who have been doing this for many years and have many resources that Mr. Abel probably does not have yet. Mayor Zdepski commented that Mr. Abel really knows a lot, he could actually be working as a consultant in this field to other municipalities if he chose to, and Kingwood Township does have two professionals working with Mr. Abel, as far as Mr. Halpern as Special COAH Counsel and Mr. Banisch as Planner. Mr. Burke feels that doubling Mr. Abel's salary may be a little bit much right now, but he doesn't have a problem with the increase with the agreement that a log is kept for the hours and if the Township can reimburse the salary from COAH once the Round Three is approved in June. Mrs. Laudenbach will investigate about the salary being reimbursed for Mr. Abel, and also Mr. Halpern and Mr. Banisch. Mayor Zdepski commented that the committee members need to make a decision today. Following some additional discussion, it was decided to show a range in the salary ordinance, and set the actual salary by resolution. This will allow the committee members to review the position every few months and amend the salary by resolution, and it will also cover the Township a little in the beginning of the year if the reimbursement from COAH is not retroactive to January, but only kicks into place in June.

Mayor Zdepski then reviewed that several months ago, the Construction Official, Wayne Degan, had a conversation with Mayor Zdepski to the effect that he and the other subcode officials, electric, fire, plumbing, are underpaid. He noted that when Garden State Inspections went bankrupt at the end of last year, the Township needed to scurry around to find three inspectors, and we hired them at a pretty low rate of compensation. Mr. Degan would like to bring some of the inspectors up to \$10,000 per year, but Mayor Zdepski thinks that is too high. He has done some calculations, and recommended the following salaries: electrical subcode official - \$6,600.00, fire subcode official - \$5,200.00, plumbing subcode official - \$6,000.00 and construction official/building subcode official - \$19,000.00. Mayor Zdepski pointed out the Township is not supposed to make a profit from the Construction Department, one of the ways to utilize the funds is to pay the salaries. A significant amount was utilized this year for the renovation downstairs. No change in salary for the Security Officer, it will remain at \$27.50 per hour.

Mayor Zdepski then asked for a motion to accept the new salary ordinance for 2007. The motion was made by Mrs. Augustine, seconded by Mr. Burke and carried. **All voted Aye on Roll Call Vote.**

The following Resolution was then introduced regarding the salary for the Housing Officer:

**RESOLUTION NO. 2006 – 111  
HOUSING OFFICER SALARY FOR 2007**

**WHEREAS**, the Township Committee has discussed the salary for the year 2007 in regard to the Housing Officer position;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that the Salary Ordinance shall show a range of \$35,000.00 through \$50,000.00 for the year 2007 for the Housing Officer; and

**BE IT FURTHER RESOLVED** that the salary for the Housing Officer is set at \$35,000.00 for the year 2007; and

**BE IT FINALLY RESOLVED** that the Housing Officer shall maintain a log of his hours and the salary for the Housing Officer shall be reviewed on a quarterly basis by the Housing Officer, Township Committee and Chief Financial Officer, and shall be amended by Resolution of the Kingwood Township Committee, if necessary.

It was moved by Mrs. Augustine, seconded by Mr. Burke and carried to adopt the foregoing Resolution. **All voted Aye on Roll Call Vote.**

**2007 MUNICIPAL BUDGET – Work Session**

CFO Laudenbach had distributed a worksheet and the budget items were reviewed, line by line, with brief discussions on various items. D. Laudenbach commented on the status of various lines. Mr. Burke gave a report on the status of the reassessment program. Review of the line items continued, with various comments and questions. The committee members agreed to add \$100,000.00 to Capital, in addition to the \$17,000.00 already in there. They discussed paying off some of the bonds this year, as the Township had the option to skip a payment for 2006 and did so. Some discussion also took place regarding contributing to various groups.

**RESOLUTION NO. 2006-107 – Appointing Temporary Construction Official/Building Inspector**

Mayor Zdepski reviewed his conversations with the Construction Official, and with the prospective, temporary Construction Official, regarding the above captioned. He noted that the Construction Official estimates he will be out of work approximately six to eight weeks, and he has requested continuance of his pay as the other municipality he works for has agreed to continue paying him, instead of requiring him to apply for disability. This will require extra funds to pay the temporary official.

The following Resolution was then introduced:

**RESOLUTION NO. 2006 – 107  
APPOINTING TEMPORARY CONSTRUCTION OFFICIAL/  
BUILDING INSPECTOR**

**WHEREAS**, the Township of Kingwood is in need of immediate, temporary services from a Construction Official/Building Inspector; and

**WHEREAS**, this is due to the current Construction Official/Building Inspector being incapacitated for a period of six to eight weeks;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey to appoint Mark Fornaciari as temporary Construction Official/Building Inspector, effective December 11, 2006, at an hourly rate of \$25.00;

**BE IT FURTHER RESOLVED** that office hours will be every Wednesday from 4:00-8:00 pm with inspections done by appointment.

It was moved by Mr. Burke, seconded by Mrs. Augustine and carried to adopt the foregoing Resolution. **All voted Aye on Roll Call Vote.**

**RESOLUTION NO. 2006-108 – Increase Payment To Clerk Of The Works For New DPW Building**

Mayor Zdepski reviewed the above captioned and Mr. Burke commented on the great job that was done with the new garage. The following Resolution was then introduced:

**RESOLUTION NO. 2006 – 108  
INCREASE PAYMENT TO CLERK OF THE WORKS  
FOR NEW DPW BUILDING**

**WHEREAS**, the Township Committee has awarded the contract for the construction of the Department of Public Works garage; and

**WHEREAS**, the services of a Clerk of the Works to oversee the construction project and act as the Township's representative was awarded as an extraordinary unspecifiable service as per N.J.S.A. 40A:11-5; and

**WHEREAS**, the completion date of the project has extended well beyond the original completion date as per the contract; and

**WHEREAS**, funds are available for this purpose and a Certificate of Availability has been filed by the Chief Financial Officer with the Township Clerk in accordance with the Local Budget Law, N.J.S.A. 40A:4-57 and N.J.A.C. 5:3;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey to amend the conditions of Resolution No. 2005-60 and to authorize the payment of an additional \$2,000.00 to DeSapio Management, Inc.

It was moved by Mrs. Augustine, seconded by Mr. Burke and carried to adopt the foregoing Resolution. **All voted Aye on Roll Call Vote.**

**RESOLUTION NO. 2006-109 – Review of Unprepared Minutes**

As per the discussion at the previous meeting, a Resolution was prepared by Att'y. Novak, with a list of unfinished minutes provided by the Clerk. During a lengthy discussion Mayor Zdepski expressed his surprise and concern at the number of meetings yet to be typed, and suggested a clarification in the Resolution of permanently retaining the written notes, and also suggested the inclusion of a completion date of September 30, 2007. The following Resolution was then introduced:

**RESOLUTION NO. 2006 – 109  
TOWNSHIP COMMITTEE MEETING MINUTES**

**WHEREAS**, it has been determined that the official minutes of certain public meetings have not been prepared for review by the Township Committee and eventual approval as the official record of the municipality; and

**WHEREAS**, with the onset of the New Year's reorganization, there will not exist on the committee, a committeeperson who served and can review and approve minutes from several of the meetings for which minutes have not been transcribed; and

**WHEREAS**, the Township Committee desires to create an official public record prior to such reorganization.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Committee of the Township of Kingwood, on this 15<sup>th</sup> of December, 2006, as follows:

1. The tape recordings and the hand written notes of the Clerk of the following meetings are hereby adopted as the official minutes of those Kingwood Township meetings for the said date and time, together with the closed session notes of the Township Clerk:

January 22, 2001 Special Meeting  
February 8, 2001 Special Meeting  
February 16, 2001 Special Meeting  
February 19, 2001 Regular Meeting  
March 19, 2001 Regular Meeting  
March 19, 2001 Executive Session  
April 16, 2001 Regular Meeting  
April 16, 2001 Executive Session  
May 3, 2001 Special Meeting  
May 7, 2001 Special Meeting  
May 16, 2001 Special Meeting  
May 21, 2001 Special Meeting  
May 21, 2001 Regular Meeting  
June 18, 2001 Regular Meeting  
June 18, 2001 Executive Session  
July 16, 2001 Regular Meeting  
July 16, 2001 Executive Session  
August 20, 2001 Regular Meeting  
September 17, 2001 Regular Meeting  
September 18, 2001 Special Meeting  
September 24, 2001 Special Meeting

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November 6, 2001 Special Meeting  
November 6, 2001 Executive Session  
November 8, 2001 Special Meeting  
November 19, 2001 Regular Meeting  
November 19, 2001 Executive Session  
December 17, 2001 Regular Meeting  
December 17, 2001 Executive Session  
December 28, 2001 Special Meeting

January 1, 2002 Reorganization Meeting  
January 21, 2002 Regular Meeting  
January 31, 2002 Special Meeting  
February 14, 2002 Regular Meeting  
February 14, 2002 Executive Session  
March 8, 2002 Special Meeting  
March 18, 2002 Regular Meeting  
March 18, 2002 Executive Session  
April 15, 2002 Regular Meeting  
May 15, 2002 Special Meeting  
May 20, 2002 Regular Meeting  
June 3, 2002 Special Meeting  
June 17, 2002 Regular Meeting  
June 17, 2002 Executive Session  
July 15, 2002 Regular Meeting

October 7, 2003 Regular Meeting  
November 4, 2003 Regular Meeting  
December 2, 2003 Regular Meeting

January 1, 2004 Reorganization Meeting  
January 6, 2004 Regular Meeting  
January 14, 2004 Special Meeting  
February 3, 2004 Regular Meeting  
February 25, 2004 Special Meeting  
March 1, 2004 Special Meeting  
March 2, 2004 Regular Meeting  
March 8, 2004 Special Meeting  
April 6, 2004 Special Meeting  
April 6, 2004 Regular Meeting  
May 4, 2004 Regular Meeting  
May 6, 2004 Special Meeting  
May 13, 2004 Special Meeting  
May 21, 2004 Special Meeting

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June 1, 2004 Regular Meeting  
June 7, 2004 Special Meeting  
June 14, 2004 Special Meeting  
July 2, 2004 Special Meeting  
July 6, 2004 Regular Meeting  
July 12, 2004 Special Meeting  
July 16, 2004 Special Meeting  
August 3, 2004 Regular Meeting  
August 11, 2004 Special Meeting  
September 7, 2004 Regular Meeting  
September 14, 2004 Special Meeting  
October 5, 2004 Regular Meeting  
October 14, 2004 Special Meeting  
November 2, 2004 Regular Meeting  
November 2, 2004 Executive Session  
December 7, 2004 Regular Meeting  
December 7, 2004 Executive Session  
December 15, 2004 Special Meeting  
December 16, 2004 Special Meeting  
December 21, 2004 Special Meeting  
December 28, 2004 Special Meeting  
December 28, 2004 Executive Session

**BE IT FURTHER RESOLVED** that the said tapes shall be duplicated onto compact disks (CD) for permanent maintenance with the Township records;

**BE IT FURTHER RESOLVED** that the Township Clerk's Office personnel and/or a certified transcriber retained by the Township shall convert the said meeting tapes/CDs and Township Clerk's notes into written minutes of such meetings and for purposes of inclusion in the records of the Municipality by September 30, 2007, with quarterly reviews of the progress;

**BE IT FURTHER RESOLVED** that the Township shall appropriate such additional funding as is necessary to fulfill the obligation of creating a supplemental municipal record of the above listed meetings of the Township of Kingwood.

It was moved by Mr. Burke, seconded by Mrs. Augustine and carried to adopt the foregoing Resolution. **All voted Aye on Roll Call Vote.**

**EXECUTIVE SESSION – Resolution No. 2006 – 110**

At approximately 11:50 A.M. the following Resolution was introduced to enter into closed session:

**RESOLUTION NO. 2006 – 110**

**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:

1. 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.
2. The general nature of the subject matter to be discussed is as follows:

**Personnel – Dental and Eyeglass Benefits  
Personnel – for Year 2007**

3. 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.**

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

It was moved by Mr. Burke, seconded by Mrs. Augustine and carried to adopt the foregoing Resolution. **All voted Aye on Roll Call Vote.**

**RETURN TO REGULAR SESSION**

It was moved by Mr. Burke, seconded by Mrs. Augustine and carried to return to regular session at approximately 12:20 P.M. **All voted Aye on Roll Call Vote.**

**DISCUSSION OF EXECUTIVE SESSION ITEMS -  
PERSONNEL/PROFESSIONAL SERVICES/APPOINTMENTS FOR YEAR 2007**

It was moved by Mr. Burke to schedule the discussion of personnel, professional services and appointments to various boards, committees and commissions to take place at the Reorganization Meeting during an executive session on January 1, 2007 at 12:00 noon.

Mayor Zdepski commented he didn't understand why the committee members couldn't recess the meeting, and then return following a lunch break and reconvene the meeting to discuss the above captioned. As Mayor Zdepski's term of office on the Township Committee is ending as of December 31<sup>st</sup>, Mr. Burke objected to Mayor Zdepski insisting on continuing to be present and have any input or influence on business which will affect next year, and which can be changed at the Reorganization Meeting or any other meeting next year in any case. Mayor Zdepski commented that Mrs. Augustine does not object to his remaining at the meeting. Committeewoman Elect Elaine Niemann commented to Mrs. Augustine that her preference would be to work together as a new group, without Mayor Zdepski's involvement. Mrs. Augustine commented that she thought the committee members could do it this year and didn't see why Mayor Zdepski couldn't be present, and she also noted the committee members have one more meeting scheduled next week on December 27<sup>th</sup> if they wish to get it done this year.

There was no second to the above motion.

Mr. Burke then made a motion to adjourn the meeting, at approximately 12:25 P.M. He commented that he was not going to stay and participate at this point, and that he would be willing to come back on the 27<sup>th</sup> and try to discuss it again if that is what the committee wishes to do.

Mayor Zdepski commented there is no second to adjourn the meeting.

Mrs. Augustine inquired again as to the meeting on the 27<sup>th</sup>. Mayor Zdepski indicated he will attend the meeting on the 27<sup>th</sup>, if the committee members decide to discuss the above mentioned business during that meeting. Mr. Burke commented that he would be happy to review Mayor Zdepski's recommendations for appointments for next year if Mayor Zdepski would submit them in writing to the committee, however, he objects to Mayor Zdepski actually participating in any decisions on the appointments for next year, and so will not agree to the material being discussed on the 27<sup>th</sup>.

**RECESS MEETING**

Following some additional discussion, it was moved by Mrs. Augustine at approximately 12:35 P.M. to recess the meeting and return at 2:00 P.M. to reconvene and continue the discussion of personnel, professional services and appointments to various boards, committees and commissions. Mayor Zdepski stepped down from the chair, seconded and carried the motion.

**Roll Call Vote: AYE – Augustine, Zdepski**  
**NAY – Burke**  
**ABSTAIN – None**  
**ABSENT – None**

**RECONVENE MEETING**

At approximately 2:00 P.M. Mayor Zdepski reconvened the meeting. Also present at the meeting were Committeewoman Augustine, Committeeman Burke, Committeewoman Elect Elaine Niemann and Clerk MacConnell.

Mayor Zdepski announced that although he intends to be at this meeting and executive session he will make no comments unless his opinion is asked. As soon as the committee members are back in executive session he will turn the meeting over to Mr. Burke. He will only be at the executive session as an observer. Following some additional discussion, the other members present agreed they had no objection to those conditions, and in the case of Mrs. Niemann she noted as long as there is no disruption to their business.

**RECONVENE EXECUTIVE SESSION**

At approximately 2:46 P.M. it was moved by Mrs. Augustine, seconded by Mr. Burke and carried to return to closed session. **All** voted **Aye** on **Roll Call Vote**.

**RETURN TO REGULAR SESSION**

Mayor Zdepski had previously left the meeting during the executive session, following the review of appointments.

At approximately 4:10 P.M. it was moved by Mrs. Augustine to return to regular session. As Mayor Zdepski was now no longer present, Deputy Mayor Burke stepped down from the chair, seconded and carried the motion. **All** voted **Aye** on **Roll Call Vote** except Mr. Zdepski who was **Absent** from this part of the meeting.

**EYE CARE AND DENTAL COVERAGE – Resolution No. 2006-112**

The following Resolution was introduced:

**Resolution No. 2006 – 112  
Employee Eye Care and Dental Coverage**

**Whereas**, the Township Committee is conducting a review of the Employee Handbook and Personnel Manual; and

**Whereas**, the Township Committee has determined to amend the Eye Care and Dental Coverage section of the Handbook and Manual;

**Now, Therefore, Be It Resolved** by the Mayor and Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey on this 15<sup>th</sup> day of December, 2006 that the “Employee Handbook and Personnel Manual” is hereby amended as follows:

**Eye Care and Dental Coverage**

The Township of Kingwood will reimburse eligible employees who earn \$2,500.00 or greater for dental care and eye care combined, up to \$1,250.00 per calendar year. An executed voucher with documentation attached showing a paid invoice of services must be submitted for reimbursement. The voucher is to be made payable to the employee and should be submitted on a timely basis to facilitate the processing of refunds within the calendar year. If the full \$1,250.00 is not used by the end of the calendar year, the balance will be given to the employee less all applicable taxes. Part time employees, who work less than 20 hours per week and who have been employed by the Township of Kingwood for more than four (4) continuous years shall be eligible to receive this benefit.

It was moved by Mrs. Augustine to adopt the foregoing Resolution. Deputy Mayor Burke stepped down from the chair, seconded and carried the motion. **All** voted **Aye** on **Roll Call Vote** except Mr. Zdepski who was **Absent**.

**ADJOURNMENT**

Following a brief review with the Clerk of items to be addressed at the special meeting on December 27<sup>th</sup>, Deputy Mayor Burke stepped down from the chair and made a motion to adjourn the meeting at 4:15 P.M. Mrs. Augustine seconded and carried the motion. **All** who were present voted **Aye**.

**Respectfully submitted,**

**Mary E. MacConnell, RMC  
Township Clerk**



