

**February 25, 2009
Township Committee
Special Meeting Minutes**

A Special Meeting of the Kingwood Township Committee was called to order at 4:05 P.M. with Mayor Elaine Niemann.

Also present at the meeting were Deputy Mayor Burke, Committeeman Lubitz, Attorney Kopen, C.F.O. Laudenbach, Clerk MacConnell and Deputy Clerk Keller . Following the salute to the Flag, Mayor Augustine read aloud the following:

NOTICE REQUIREMENTS

Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act by telefaxing copies of the notice in the Hunterdon County Democrat, Courier News, Express Times and Star Ledger on February 19, 2009. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on February 19, 2009.

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.

Discuss Debt Service Options

C.F.O Diane Laudenbach briefly explained. She asked the Township Committee if they wish to continue with the full payment of \$72,000, or go with a lower amount of payment, which would be \$35,000. This is for the loan for the public works garage and the Ukarish property. Mrs. Laudenbach explained it is a bond anticipation note, and it is renewable up to ten years. She also discussed an additional note, which will come up later in the year. She answered several questions from the Committee members regarding figures on a budget worksheet that she distributed.

It was moved by Mr. Lubitz, seconded by Mr. Burke and carried the motion to pay the standard amount of \$72,000 toward the loan for the public works garage and the Ukarish property.

Roll Call Vote:	AYE	- Burke, Lubitz, Niemann
	NAY	- None
	ABSTAIN	- None
	ABSENT	- None

Grant Application for Veterans Housing – Resolution No. 2009-27

Committeeman Phillip Lubitz noted that the deadline date for applying for the Veterans Housing Grant is February 27, 2009. He explained that incorporated in the Township Fair Share Plan, is the Veterans Housing Program. He explained that he is working with the Community Hope Organization Program in Morris County as they are working on housing at the Lyons VA Hospital in NJ. He noted that the Township has been encouraged to make a request for some federal funding that would be a part of the current budget cycle through Congressman Rothman's Office. Mr. Lubitz explained that the Township submitted a three paragraph description of the project with cost estimates. He noted that he is in the process of working on an application, and is waiting for some additional information before e-mailing the application. He explained that it does require the approval of the Mayor, and to also provide a contact person. Mr. Lubitz volunteered to be the contact person for the Township. He feels that it would appropriate to have a Resolution to move forward with this request.

RESOLUTION

The following Resolution was introduced:

RESOLUTION NO. 2009-27

WHEREAS, as many as 6,500 veterans in New Jersey are homeless or at risk of homelessness, and one of the greatest challenges is securing affordable long-term housing for graduating veterans from the program to ensure they do not lapse back into poverty and homelessness; and

WHEREAS, Community Hope has developed the largest and most comprehensive transitional housing program in New Jersey and the Tri-State metropolitan area for homeless veterans providing a shared-housing and homelike environment in which they could continue to benefit from peer support and their shared camaraderie as veterans; and

WHEREAS, Kingwood Township has submitted a Fair Share Plan with the Council On Affordable Housing (COAH) to collaborate with Community Hope (Parsippany) to develop permanent, supportive housing for at a minimum 4 previously homeless veterans who have graduated from Community Hope's transitional housing program, Hope for Veterans, located at the Lyons Veterans Hospital, Lyons, NJ; and

WHEREAS, Fiscal Year 2010 federal funding may be available to support the development of the Kingwood Hope for Veterans project.

NOW, THEREFORE, BE IT RESOLVED to submit an FY 2010 appropriations request through the office of Congressman Steve Rothman in the amount of \$570,000.

It was moved by Mr. Burke, seconded by Mr. Lubitz and carried to adopt the foregoing Resolution.

Roll Call Vote:	AYE	- Burke, Lubitz, Niemann
	NAY	- None
	ABSTAIN	- None
	ABSENT	- None

EXECUTIVE SESSION – RESOLUTION NO. 2009 - 26

At approximately 4:15 P.M., the following Resolution was introduced to enter into closed session:

RESOLUTION NO. 2009 – 26

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 – General Code Enforcement Officer Review
Schick Complaint**

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. Lubitz, seconded by Mr. Burke and carried the motion to adopt the foregoing Resolution.

Roll Call Vote:	AYE	- Burke, Lubitz, Niemann
	NAY	- None
	ABSTAIN	- None
	ABSENT	- None

RETURN TO REGULAR SESSION

It was moved by Mr. Burke, seconded by Mr. Lubitz and carried the motion to return to regular session at 5:20 P.M. **All** voted **Aye** on **Roll Call Vote**.

Motion to Appoint General Code Enforcement Official

It was moved by Mr. Lubitz, seconded by Mr. Burke and carried the motion to hire Mr. William Sidote, as the General Code Enforcement Official for the remainder year 2009.

Roll Call Vote:	AYE	- Burke, Lubitz, Niemann
	NAY	- None
	ABSTAIN	- None
	ABSENT	- None

New Member Appointed to the Board of Adjustment

Mayor Niemann explained that the Board of Adjustment is in need of new members. She noted that Mr. Lubitz has spoken to a Mr. Charles McBride who is interested in serving on a board for the Township. He was informed that there was an opening on the Board of Adjustment. Mr. McBride has decided he would like to be a part of the Board, and is looking forward to serving as a member on the Board of Adjustment.

It was moved by Mr. Lubitz, seconded by Mr. Burke and carried the motion to appoint Mr. Charles McBride as a member of the Board of Adjustment for Kingwood Township. **All** voted **Aye** on **Roll Call Vote**.

Resident Requests Relief for Dog License Late Fees

Mayor Niemann reported on a resident who has requested relief for her dogs license late fees. She noted that the woman is elderly and disabled and that her dogs are service dogs to help her. She explained that she has four dogs and a housekeeper, and has lost her dog papers. She has a bill of \$120.00 late fee for the dogs.

The Mayor wanted to discuss this with the Committee members before making any decisions. The Committee reviewed Mrs. Good’s situation and decided since she indicated that she is disabled, and that she has four services dogs, that they would wave her fee of \$120.00 until March 10, 2009, and up to 30 days to renew all of her dog license fees.

It was moved by Mr. Burke, seconded by Mr. Lubitz and carried the motion to approve late fee charges of \$120 to be waved for Cynthia Good, gracing her 30 days to pay dog license fees for four dogs by March 10, 2009.

Roll Call Vote:	AYE	- Burke, Lubitz, Niemann
	NAY	- None
	ABSTAIN	- None
	ABSENT	- None

Municipal Revenue Restoration Act

Clerk MacConnell distributed a copy of an e-mail she received inviting the Committee members to a meeting in reference to the Municipal Revenue Restoration Act. They are asking for support from the Township Committee, and would like someone from the Township to attend a meeting on Monday, March 16, 2009. There was a brief discussion and it was noted that none of the Committee members are able to attend the meeting.

It was moved by Mr. Lubitz, seconded by Mr. Burke and carried the motion to adjourn the meeting at 5:35 P.M. **All** voted **Aye** on **Roll Call Vote**.

Respectfully Submitted,

**Cynthia L. Keller, RMC
Deputy Clerk**