

2010 – 04

JANUARY 14, 2010

**REORGANIZATIONAL MEETING**

The Kingwood Township Committee met on the above date at 6:00 P.M. at their reorganizational meeting for 2010. Present at the meeting were Township Committee Members James Burke, Elaine Niemann, and Phillip Lubitz, Attorney Judith Kopen, C.F.O. Laudenbach, Clerk Mary MacConnell and Deputy Clerk Keller. Clerk Mary MacConnell called the meeting to order and following the salute to the flag 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 Hunterdon County Democrat and the Courier News on January 7, 2010 and by telefaxing copies of the notice to the Express Times and Star Ledger on January 5, 2010. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on January 5, 2010.**

**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.**

**OATH OF OFFICE FOR TOWNSHIP COMMITTEEWOMAN**

Clerk Mary MacConnell administered the Oath of Office to Elaine Niemann, as Township Committeewoman for a new three year term.

**ELECTION OF MAYOR**

It was moved by Mr. Lubitz, seconded by Mrs. Niemann and carried to elect James L. Burke as Mayor for the year 2010.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Lubitz, Niemann</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- Burke</b>
	<b>ABSENT</b>	<b>- None</b>

**OATH OF OFFICE FOR MAYOR**

Clerk Mary MacConnell administered the Oath of Office to Mr. Burke as Mayor for the year 2010.

**ELECTION OF DEPUTY MAYOR**

It was moved by Mrs. Niemann, Mayor Burke stepped down from the Chair second and carried to elect Phil Lubitz as the Deputy Mayor for the year 2010.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Niemann, Burke</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- Lubitz</b>
	<b>ABSENT</b>	<b>- None</b>

**OATH OF OFFICE FOR DEPUTY MAYOR**

Clerk Mary MacConnell administered the Oath of Office to Mr. Phil Lubitz, as Deputy Mayor for the year 2010.

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2010 – 02**

**ELECTION OF MAYOR**

**BE IT RESOLVED** that James L. Burke is hereby elected as Mayor of Kingwood Township for the calendar year 2010 and until the qualification of a successor.

**ELECTION OF DEPUTY MAYOR**

**BE IT RESOLVED** that Phil Lubitz is hereby elected as Deputy Mayor of Kingwood Township for the calendar year 2010 and until the qualification of a successor.

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

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Lubitz, Niemann, Burke</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**MUNICIPAL AND MAYORAL APPOINTMENTS FOR 2010**

Mayor James L. Burke and Deputy Mayor Phil Lubitz read aloud the following New Municipal Appointments for 2010:

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<u>POSITION</u>	<u>TERM</u>	<u>ENDING</u>	<u>NAME</u>
Auditor	1 Year	12/31/10	Bill Colantano
Attorney	1 Year	12/31/10	Judith Kopen
Engineer	1 Year	12/31/10	Thomas Decker
Deputy EMC	1 Year	12/31/10	Mary E. MacConnell
Dog Registrar	1 Year	12/31/10	Traci Fleming
Animal Control Officer	1 Year	12/31/10	Traci Fleming
911 Coordinator	1 Year	12/31/10	David Gill
Tax Search Officer	1 Year	12/31/10	Diane Laudенbach
Assessment Search Officer (RS54:5.18.1)	1 Year	12/31/10	Mary E. MacConnell
Affirmative Action Officer	1 Year	12/31/10	Mary E. MacConnell
Clean Communities Coord.	1 Year	12/31/10	Cynthia Niciecki
Perc & Soil Log Officer	1 Year	12/31/10	Thomas Decker
Open Space/ Farmland Coor.	1 Year	12/31/10	Elizabeth Schmid
Local Historian	1 Year	12/31/10	Sal DeSapio
Recycling Coord.	1 Year	12/31/10	Cynthia Niciecki
Zoning Officer	1 Year	12/31/10	Michael DeSapio
General Code Enforcement Officer	1 Year	12/31/10	William Sidote
Construction Code Technical Assistant	1 Year	12/31/09	Diane Laudенbach
Park Director	1 Year	12/31/10	Charles Wilson
Mun. Coord. County Office of Aging	1 Year	12/31/10	Marge Augustine
Custodian	1 Year	12/31/10	Rosemarie Dipple

BOARD OF HEALTH

Governing Body Member	1 Year	12/31/10	Phillip Lubitz
	4 Years	12/31/13	Stephen Stryker

RECYCLING COMMITTEE

Governing Body Member	1 Year	12/31/10	Elaine Niemann
SWAC Representative	1 Year	12/31/10	Cynthia Niciecki
Citizen Member			
Board of Health Member	1 Year	12/31/10	Michael DeSapio

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**BOARD OF ADJUSTMENT**

Citizen Member	4 Years	12/31/13	William Grossman
	4 Years	12/31/13	MaryLou Haring
Alternate#2	2 Years	12/31/11	Vacant

**RECREATION COMMISSION**

Governing Body Member	1 Year	12/31/10	James Burke
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**PARKS AND RECREATION COMMITTEE**

Recr. Comm. Member	1 Year	12/31/10	James Burke
Citizen Member	3 Years	12/31/12	Lee Frank
	3 Years	12/31/12	Diane Hanley

**CITIZEN ADVISORY PANEL TO PARKS AND RECREATION COMMITTEE**

Citizen Members	1 Year	12/31/10	Eugene Hill
	1 Year	12/31/10	Anthony Gioffre
	1 Year	12/31/10	Joseph Agaccio
	1 Year	12/31/10	James Spinelli
	1 Year	12/31/10	Vacant
	1 Year	12/31/10	Vacant

**MUNICIPAL COURT**

Prosecutor	1 Year	12/31/10	Mary Mott
Public Defender	1 Year	12/31/10	David Evans
Municipal Court Security Officer	1 Year	12/31/10	George Kurzenknabe

**SOLID WASTE ADVISORY COUNCIL**

SWAC Representative	1 Year	12/31/10	Cynthia Niciecki
Alternate Member	1 Year	12/31/10	Elaine Niemann

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**EMERGENCY MANAGEMENT COUNCIL**

<b>Members</b>	<b>1 Year</b>	<b>12/31/10</b>	<b>Mary E. MacConnell</b>
	<b>1 Year</b>	<b>12/31/10</b>	<b>James L. Burke</b>
	<b>1 Year</b>	<b>12/31/10</b>	<b>Elaine Niemann</b>
	<b>1 Year</b>	<b>12/31/10</b>	<b>Nancy Ponter</b>
	<b>1 Year</b>	<b>12/31/10</b>	<b>Carole Compton</b>
	<b>1 Year</b>	<b>12/31/10</b>	<b>Diane Hanley</b>
	<b>1 Year</b>	<b>12/31/10</b>	<b>Ron Hartpence</b>
	<b>1 Year</b>	<b>12/31/10</b>	<b>Jack Search</b>
	<b>1 Year</b>	<b>12/31/10</b>	<b>Harold Ryan</b>

**SECRETARIES**

<b>Board of Adjustment</b>	<b>1 Year</b>	<b>12/31/10</b>	<b>Barbara Wilson</b>
<b>Board of Health</b>	<b>1 Year</b>	<b>12/31/10</b>	<b>Diane Laudensch</b>
<b>Planning Board</b>	<b>1 Year</b>	<b>12/31/10</b>	<b>Diane Laudensch</b>
<b>Parks and Recreation</b>	<b>1 Year</b>	<b>12/31/10</b>	<b>Cynthia L. Keller</b>
<b>Environmental Comm</b>	<b>1 Year</b>	<b>12/31/10</b>	<b>Cynthia L. Keller</b>
<b>OpenSpace/Agriculture</b>	<b>1 Year</b>	<b>12/31/10</b>	<b>Cynthia L. Keller</b>
<b>Housing Board</b>	<b>1 Year</b>	<b>12/31/10</b>	<b>Cynthia L. Keller</b>

**MAYORAL APPOINTMENTS**

**ENVIRONMENTAL COMMISSION**

<b>Governing Body Member</b>	<b>1 Year</b>	<b>12/31/10</b>	<b>Elaine Niemann</b>
<b>Citizen Members</b>	<b>3 Years</b>	<b>12/31/12</b>	<b>David Posey</b>
	<b>3 Years</b>	<b>12/31/12</b>	<b>Debra Kratzer</b>
	<b>3 years</b>	<b>12/31/12</b>	<b>Sandra McNicol</b>
<b>Alternate #2</b>	<b>2 Years</b>	<b>12/31/11</b>	<b>Richard Abbott</b>

**PLANNING BOARD**

<b>Class I (Mayor)</b>	<b>1 Year</b>	<b>12/31/10</b>	<b>James Burke</b>
<b>Class II (Municipal Official – B.O.H.)</b>	<b>3 Years</b>	<b>12/31/12</b>	<b>Todd Kratzer</b>
<b>Class III (Governing Body Member)</b>	<b>1 Year</b>	<b>12/31/10</b>	<b>Elaine Niemann</b>
<b>Class IV (Citizen Members)</b>			
<b>Alternate#2</b>	<b>2 Years</b>	<b>12/31/11</b>	<b>Vacant</b>

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**COMMERCIAL AND INDUSTRIAL COMMITTEE**

Governing Body Member	1 Year	12/31/10	Elaine Niemann
Citizen Members (Bd. of Education)	3 Years	12/31/12	Kevin Bloom
	3 Years	12/31/12	Walt Warneski

**AGRICULTURE ADVISORY COMMITTEE**

Governing Body Member	1 Year	12/31/10	Elaine Niemann
Citizen Member	3 Years	12/31/12	William Pandy
	3 Years	12/31/12	Cynthia Niciecki

**OPEN SPACE ADVISORY COMMITTEE**

Governing Body Member	1 Year	12/31/10	James Burke
Citizen Members			
Env. Comm. Member	3 Years	12/31/12	Sandra McNicol

**COUNCIL ON AFFORDABLE HOUSING BOARD**

COAH Liaison	1 Year	12/31/10	Phil Lubitz
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**HOUSING BOARD**

Citizen Member	1 Year	12/31/10	James Wells
	1 Year	12/31/10	Phillip Lubitz
	1 Year	12/31/10	Ron Hartpence
	1 Year	12/31/10	Richard Abbott
	1 Year	12/31/10	Vacant

**CROSS ACCEPTANCE COMMITTEE**

Governing Body Members	1 Year	12/31/10	James Burke
	1 Year	12/31/10	Elaine Niemann
	1 Year	12/31/10	Michael DeSapio
	1 Year	12/31/10	Diana Haywood
	1 Year	12/31/10	John Mathieu

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**SUSTAINABLE KINGWOOD TEAM**

<b>Environmental Member</b>	<b>1 Year</b>	<b>12/31/10</b>	<b>David Posey</b>
<b>Planning Board Member</b>	<b>1 Year</b>	<b>12/31/10</b>	<b>Diana Haywood</b>
<b>Environmental Member</b>	<b>1 Year</b>	<b>12/31/10</b>	<b>Elaine Niemann</b>
<b>Citizen Rep. Scouts</b>	<b>1 Year</b>	<b>12/31/10</b>	<b>Mary Beck</b>
<b>Vice Pres. B.O.E. K.T.S.</b>	<b>1 Year</b>	<b>12/31/10</b>	<b>Kevin Bloom</b>
<b>Citizen Rep. Member</b>	<b>1 Year</b>	<b>12/31/10</b>	<b>Vacant</b>
<b>Citizen Rep. Member</b>	<b>1 Year</b>	<b>12/31/10</b>	<b>Eric Scher</b>

**OATH OF OFFICE FOR APPOINTMENTS**

Clerk Mary MacConnell administered the Oath of Office to all members of the committees and commissions that were present.

**RESOLUTIONS**

The following resolution was introduced:

**RESOLUTION NO. 2010 - 02A**

**MUNICIPAL AND MAYORAL APPOINTMENTS**

**BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey that the foregoing appointments are hereby confirmed, ratified and approved, providing that all professional appointments are subject to and contingent upon approval and signing of contracts for professional services for the year 2010.

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

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Lubitz, Niemann, Burke</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**Comments from Deputy Mayor Phil Lubitz**

Deputy Mayor Lubitz expressed how the Township of Kingwood is so fortunate to have so many wonderful volunteers that put some much of their time and effort into making Kingwood Township what it is today. He thanked everyone and expressed his appreciation.

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2010 - 02B**

**RESOLUTION DESIGNATING OFFICIAL NEWSPAPER**

**BE IT RESOLVED** that the Hunterdon County Democrat, a newspaper published and printed in the County of Hunterdon and circulating in the County of Hunterdon, is hereby designated as the official newspaper of the Township of Kingwood, pursuant to N.J.S.A. 40:53-1, for publication of all official notices required by law during the calendar year 2010.

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

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Lubitz, Niemann, Burke</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2010 - 02C**

**OPEN PUBLIC MEETINGS ACT**

**WHEREAS**, the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq. hereinafter the "Act") provides for the giving of an annual notice by public bodies of a schedule of the succeeding year, including the location of each meeting to the extent it is known, and the time and date of each meeting; and

**WHEREAS**, the Act authorized a public body to make certain other determinations and to take certain other actions in conformance therewith;

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

1. Regular meetings of the Township Committee shall be held during the 2010 calendar year at 7:00 P.M. prevailing time, on the **first Tuesday** of each month except for, June and November, which shall be held on the first Monday at the Municipal Building located on County Route 519 and Oak Grove Road in Kingwood Township, New Jersey, unless rescheduled in conformity with the said Act.
2. The following newspapers are hereby designated as the newspapers to receive any and all notices required or permitted to be given under the Act including but not limited to the Annual Notice of regular meetings or any revision thereto, 48 hours notice of any special meetings and notice of any emergency meetings for which prior adequate notice was not provided;
  - a. The **Hunterdon County Democrat**, which is the official newspaper of this public body;  
and

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- b. The **Courier News**, which is hereby determined to be the other newspaper which has the greatest likelihood of informing the public within this municipality of the meetings of this public body.
3. The following newspaper is hereby designated as alternate newspaper to receive any of the notices described in paragraph 2 above in the event that either or both of the newspapers designated in paragraph 2 shall be unavailable to receive or publish such notices within the time requirements of the Act due to weekly publishing schedules:
  - a. The **Express Times**, which is hereby determined to be the alternate newspaper which has the greatest likelihood of informing the public of this municipality of meetings of this public body and may be utilized when necessary to receive such notices in order to conform to the maximum extent possible with the time and the notice requirements of the Act.
4. This public body shall keep reasonably comprehensible minutes of all of its meetings showing the time and place, the members present, the subjects considered, the actions taken, the vote of each member and any other information required to be shown in the minutes by law, which shall be promptly available to the public to the extent that making such matters public shall not be inconsistent with Section 7 of the Open Public Meetings Act (R.S. 10:4-12).
5. Copies of the attached annual notice shall be provided as follows:
  - a. Posted and maintained throughout the calendar year on the public bulletin board at the Municipal Building and the Baptistown Post Office.
  - b. Mailed, hand delivered or telefaxed to the newspapers designated in paragraph 2 hereof,
  - c. Filed with the clerk of the municipality,
  - d. Mailed or hand delivered to any person so requesting in accordance with paragraph 4 hereof.

It was moved by Mrs. Niemann, seconded by Mrs. Lubitz and carried to adopt the foregoing Resolution.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Lubitz, Niemann, Burke</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2010 – 02D**

**RESOLUTION DESIGNATING AGENT FOR  
SOCIAL SECURITY AND PENSION**

**WHEREAS**, it is required by the statutes of New Jersey that an agent be appointed and certified for receiving monies and preparing the necessary forms for Social Security and Pensions for employees for the Township of Kingwood;

**NOW, THEREFORE, BE IT RESOLVED** that the Chief Financial Officer Diane Laudenbach be appointed as certified agent to prepare all necessary forms for Social Security and Pension payments, and be authorized to receive payments on behalf of the Township of Kingwood for both the State of New Jersey and the Federal Government during the calendar year 2010.

It was moved by Mrs. Niemann, seconded by Mrs. Lubitz and carried to adopt the foregoing Resolution.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Lubitz, Niemann, Burke</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2010 – 02E**

**RATE OF INTEREST ON DELINQUENT TAXES**

**WHEREAS**, N.J.S.A. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for non-payment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law;

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

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The Tax Collector is hereby authorized and directed to charge 8% per annum of the first \$1,500.00 of taxes becoming delinquent after due date and 18% per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after due date until all delinquency is made current and if a delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31st, an additional penalty of 6% shall be charged against the delinquency.

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey as follows:

No interest shall be charged if any payment of any installment is made within ten (10) days after the date upon which the same became payable according to the laws in cases made and provided. If such payment is not made within the ten (10) day grace period, the above rates of interest shall run and accrue from the original due date of such taxes.

It was moved by Mrs. Niemann, seconded by Mrs. Lubitz and carried to adopt the foregoing Resolution.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Lubitz, Niemann, Burke</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2010 – 02F**

**RESOLUTION AUTHORIZING TOWNSHIP ATTORNEY TO REPRESENT KINGWOOD TOWNSHIP IN TAX MATTERS**

**WHEREAS**, a resolution of the governing body is required in order for the Township Attorney to represent the Township before the Hunterdon County Board of Taxation, and to sign documents relating to tax appeals and other real property tax matters before such board;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that the Township Attorney, or any other Attorney duly authorized by the Kingwood Township Committee, is authorized to represent Kingwood Township before the Hunterdon County Board of Taxation, in connection therewith to sign and file petitions of appeal or counter-petitions, to sign and file answers, to make motions and to sign motion papers, to sign stipulations, including stipulations of settlement, and to take all other actions and sign all other documents appropriate to the representation of Kingwood Township before the Hunterdon County Board of Taxation and New Jersey Tax Court, as applicable.

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

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Lubitz, Niemann, Burke</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2010 - 02G**

**RESOLUTION DESIGNATING OFFICIAL  
BANK DEPOSITORIES AND ACCOUNTS**

**BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey, that the following accounts be deposited in Skylands Community Bank through 2010 and checks drawn against the accounts be signed as follows:

Township Clerk	General Fund
AND	Capital
Chief Financial Officer	Animal Control Fund
AND	General Trust
Mayor or Deputy Mayor	Board of Health – Escrow
	Unemployment Compensation
	Trust
	Developer’s Trust
	Public Assistance Trust
	Human Services Trust
	Planning Board Escrow –
	Board of Health Trust
	Open Space

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COAH Development Fees  
Grant Fund  
Recreation Account  
Board of Adjustment – Escrow  
Collector’s Trust Account

Chief Financial Officer  
AND/OR  
Township Clerk  
AND/OR  
Mayor or Deputy Mayor

Payroll Account

Construction Code Technical  
Assistant

Construction Dept. Account

**BE IT FURTHER RESOLVED** that monies may also be deposited through 2010 in the following banks:

1. TD Bank
2. Bank of America
3. Wachovia

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

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Lubitz, Niemann, Burke</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2010 – 02H**

**CANCELING SMALL BALANCES**

**WHEREAS**, the Township Committee of the Township of Kingwood finds and declares that N.J.S.A. 40a:5-17.1 empowers authorized municipal employees to process the cancellation of tax refunds and/or delinquencies of less than ten (\$10.00) dollars; and

**WHEREAS**, the Township Committee further finds and declares that the Municipal Tax Collector is qualified to process the cancellation of tax refunds and/or delinquencies of less than ten (\$10.00) dollars; and

**WHEREAS**, the Township Committee further finds and declares that it is in the best interest of the citizens of the Township of Kingwood for the Municipal Tax Collector to be authorized to process the cancellation of tax refunds and/or delinquencies of less than ten (\$10.00) dollars in accordance with N.J.S.A. 40A:5-17.1;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood that Municipal Tax Collector, Diane Laudenbach, is hereby authorized to process the cancellation of tax refunds and/or delinquencies of less than ten (\$10.00) dollars during the calendar year of 2010 in accordance with N.J.S.A. 40A:5-17.1.

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

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Lubitz, Niemann, Burke</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2010-021**

**TEMPORARY APPROPRIATIONS**

**WHEREAS**, 40:4A-19 of the Local Budget Law provides that (where contracts, commitments or payments are made prior to the adoption of the 2010 Municipal Budget) temporary appropriations shall be made for the purpose and the amounts required in the manner provided therein and within the time provided; and

**WHEREAS**, the date of this resolution is within the first thirty (30) days of January 2010; and

**WHEREAS**, one quarter of the total appropriations (exclusive of debt redemption, public assistance and capital improvements) in the 2009 Municipal Budget is \$427,125.28.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey, that these temporary appropriations be hereby made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for her records:

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**ADMINISTRATIVE & EXECUTIVE**

CODIFICATION & REV. OF ORDINANCES

SALARIES AND WAGES \$30,500.00

OTHER EXPENSES \$5,750.00

**ELECTIONS**

OTHER EXPENSES

**GOVERNING BODY**

SALARIES AND WAGES \$2,150.00

OTHER EXPENSES \$400.00

**FINANCIAL ADMINISTRATION**

ANNUAL AUDIT

SALARIES AND WAGES \$9,750.00

OTHER EXPENSES \$600.00

**TAX ASSESSMENT ADMINISTRATION**

MAINTENANCE OF TAX MAP

SALARIES AND WAGES \$7,250.00

OTHER EXPENSES \$1,250.00

**REVENUE ADMINISTRATION**

SALARIES AND WAGES \$7,000.00

OTHER EXPENSES \$2,100.00

**MUNICIPAL PROSECUTOR**

SALARIES AND WAGES \$2,925.00

**LEGAL SERVICES**

OTHER EXPENSES \$5,500.00

**ENGINEERING**

OTHER EXPENSES \$1,500.00

**PLANNING BOARD**

SALARIES AND WAGES \$5,000.00

OTHER EXPENSES \$3,500.00

**ZONING BOARD**

SALARIES AND WAGES \$1,675.00

OTHER EXPENSES \$1,200.00

**ZONING OFFICIAL**

SALARIES AND WAGES \$3,100.00

OTHER EXPENSES \$100.00

**ENVIRONMENTAL COMMISSION**

SALARIES AND WAGES \$600.00

OTHER EXPENSES \$700.00

**INDUSTRIAL COMMISSION**

OTHER EXPENSES \$100.00

**RECYCLING PROGRAM**

OTHER EXPENSES \$1,000.00

**INSURANCE**

LIABILITY INSURANCE 25000.00

WORKER'S COMPENSATION INSURANCE \$6600.00

EMPLOYEE GROUP INSURANCE \$26000.00

DENTAL/EYEGLASS BENEFITS	\$3,600.00
<b>MUNICIPAL COURT</b>	
SALARIES AND WAGES	\$16,000.00
OTHER EXPENSES	\$1,000.00
<b>PUBLIC DEFENDER</b>	
SALARIES AND WAGES	\$900.00
<b>EMERGENCY MANAGEMENT SERVICES</b>	
SALARIES AND WAGES	\$550.00
OTHER EXPENSES	\$1,000.00
<b>911 COORDINATOR</b>	
OTHER EXPENSES	\$100.00
<b>COMPLIANCE WITH COAH</b>	
SALARIES AND WAGES	\$350.00
OTHER EXPENSES	\$100.00
<b>STREETS AND ROAD MAINTENANCE</b>	
SALARIES AND WAGES	\$100,000.00
OTHER EXPENSES	\$13,000.00
GASOLINE	\$3,500.00
VEHICLE MAINTENANCE	\$4,500.00
<b>STREET LIGHTING</b>	
OTHER EXPENSES	\$1,750.00
<b>CONSTRUCTION</b>	
SALARIES AND WAGES	\$14,500.00
OTHER EXPENSES	\$1,000.00
<b>PUBLIC BUILDINGS AND GROUNDS</b>	
SALARIES AND WAGES	\$2,745.00
OTHER EXPENSES	\$10,000.00
<b>MUNICIPAL CLEAN UP</b>	
OTHER EXPENSES	\$125.00
<b>BOARD OF HEALTH</b>	
SALARIES AND WAGES	\$1,825.00
OTHER EXPENSES	\$3,000.00
<b>ANIMAL CONTROL EXPENSES</b>	
OTHER EXPENSES	\$1,000.00
<b>PARKS AND PLAYGROUNDS</b>	
SALARIES AND WAGES	\$1,550.00
OTHER EXPENSES	\$3,500.00
<b>OPEN SPACE</b>	
SALARIES AND WAGES	\$625.00
OTHER EXPENSES	\$300.00
<b>RECREATION</b>	
OTHER EXPENSES	\$1,000.00
<b>OFFICE OF LOCAL HISTORIAN</b>	
OTHER EXPENSES	\$100.00
<b>UTILITY AND BULK EXPENSES</b>	
ELECTRICITY	\$10,000.00
TELEPHONE	\$2,750.00
HEATING FUEL OIL	\$9,000.00
SOLID WASTE	\$750.00
<b>GENERAL CODE ENFORCEMENT</b>	

SALARIES AND WAGES	\$1,075.00
<b>CONTRIBUTION TO PERS</b>	
<b>SOCIAL SECURITY</b>	
OTHER EXPENSES	\$17,000.00
<b>DISABILITY INSURANCE</b>	
OTHER EXPENSES	\$275.00
<b>TOTAL TEMPORARY APPROPRIATIONS:</b>	<b><u><u>\$379,120.00</u></u></b>
<b>PAYMENT ON NOTES</b>	\$72,500.00
<b>INTEREST ON NOTES</b>	\$14,355.00
<b>BOND INTEREST PAYMENT</b>	
OTHER EXPENSES	\$17,580.00
<b>DEBT SERVICE</b>	<b><u><u>\$104,435.00</u></u></b>

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

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Lubitz, Niemann, Burke</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2010 – 03**

**ACTING COURT ADMINISTRATOR**

**WHEREAS**, the Township of Kingwood wishes to formalize its standing practice to authorize the appointment of an Acting Court Administrator during the temporary absence of Kingwood Township’s Court Administrator; and

**WHEREAS**, it has been the practice of Kingwood Township, in such circumstances, to authorize the appointment of Acting Court Administrator Cindy Hooven, who is the Municipal Court Administrator of the East Amwell Township and Delaware Township Joint Municipal Court during the temporary absence of Dawn Augustine, the Kingwood Township Court Administrator; and

**WHEREAS**, Cindy Hooven is a Certified Court Administrator; and

**WHEREAS**, it has also been the practice of Kingwood Township Court Administrator, Dawn Augustine, to act as Acting Court Administrator for the Joint Municipal Courts of the East Amwell and Delaware Townships due to the temporary absence of Cindy Hooven; and

**WHEREAS**, Cindy Hooven and Dawn Augustine have acted as each other's backup when necessary with no monies exchanged among any of the municipalities for this service;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Committee of the Township of Kingwood, Hunterdon County, New Jersey that, should it be necessary to appoint an Acting Court Administrator for the Kingwood Township Municipal Court due to the temporary absence of Court Administrator Dawn Augustine, Cindy Hooven, the Court Administrator of the Joint Municipal Courts of the East Amwell and Delaware Townships is appointed, in those circumstances, as Acting Kingwood Municipal Court Administrator and likewise, should a need arise in the Joint Municipal Courts of the East Amwell and Delaware Townships for an Acting Court Administrator due to the temporary absence of Court Administrator Cindy Hooven, Kingwood Township Municipal Court Administrator, Dawn Augustine, is authorized to take on the duties of Acting Court Administrator of the Joint Municipal Court of the East Amwell and Delaware Townships, should she be appointed to that position by those municipalities; and

**BE IT FURTHER RESOLVED**, that no monies shall be exchanged among any of the municipalities for any of the above-mentioned services.

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

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Lubitz, Niemann, Burke</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2010 – 04**

**SUBSTITUTE PROSECUTOR**

**WHEREAS**, the Township of Kingwood is in need of a substitute prosecutor; and

**WHEREAS**, in the absence of the Township Prosecutor the Township Committee is appointing Joan Mott as a substitute; and

**WHEREAS**, no compensation will be granted, if there is to be compensation it will be by the Township Prosecutor.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey to appoint Joan Mott as substitute to the Township Prosecutor.

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

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Lubitz, Niemann, Burke</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**ROAD DEPARTMENT LIAISON**

The Committee members all agreed to appoint Deputy Mayor James L. Burke, as the Road Department Liaison.

**INSURANCE FUND COMMISSIONER**

It was moved by Mr. Lubitz, Mayor Burke stepped down from the Chair second and carried to appoint Elaine Niemann as the Insurance Fund Commissioner.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Lubitz</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- Niemann</b>
	<b>ABSENT</b>	<b>- None</b>

**PUBLIC COMMENT – PRIVILEGE OF THE FLOOR**

Mr. Gilbert Dick, Oak Grove Road Asked the Committee members how the members of the Committees that are not present take their Oath of Office. Committeewoman Niemann responded, by stating that they can come into the municipal building when the Clerk is present to take their Oath, or when they attend a meeting they can take their Oath at that time. He also had several questions regarding the Court and the substitutes for the Court Administrator and Prosecutor.

**COMMENTS FROM MAYOR AND TOWNSHIP COMMITTEE**

Committeewoman Elaine Niemann Thanked all the volunteers and employees for all their hard work, time and efforts. She expressed how fortunate Kingwood is to have so many wonderful people that help to make Kingwood Township a great place to live.

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Deputy Mayor Phil Lubitz, Thanked Elaine Niemann for all her efforts the past year as Mayor. He also thanked everyone for coming and participating in the Reorganization meeting.

Mayor James L. Burke, Thanked everyone for coming. He expressed that there has never been in all the years he has been in Kingwood Township, a Mayor who has put so much time, and worked so hard as, Elaine Niemann has this past year. He thanked her for all her efforts, and all the volunteers that give their time and support to the Township. He also thanked and expressed his appreciation to all the employees of the Township for everything they do for Kingwood Township.

**ADJOURMENT**

It was moved by Mrs. Niemann, seconded by Mr. Lubitz and carried to adjourn the meeting at 6:35 P.M. All voted **Aye** on **Roll Call Vote**.

**Respectfully submitted,**

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