

MINUTES

PRESENT: M. DeSapio
R. Phillips
S. Stryker

ABSENT: P. Lubitz
T. Kratzer

CALL TO ORDER

The meeting was called to order by D. Laudенbach at 8:03 PM.

NOTIFICATION

In order to ensure full public participation at this meeting, all members of this Board, and 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.

Notification of the time, date and place of this meeting has been published in the Hunterdon County Democrat, Courier News and Express Times and has been posted in the Kingwood Township Municipal Building at least 48 hours prior to this meeting and has been filed with the Municipal Clerk.

NEW AND PENDING MATTERS

Nomination of Chairperson

M. DeSapio was nominated as Chairperson for 2010 by S. Stryker, seconded by R. Phillips.

It was moved by S. Stryker, seconded by R. Phillips and carried to close the nominations. All members present voted **AYE** on **ROLL CALL VOTE**, except M. DeSapio, who abstained.

Nomination of Vice Chairperson

S. Stryker was nominated as Vice- Chairperson for 2010 by R. Phillips, seconded by M. DeSapio.

It was moved by M. DeSapio, seconded by S. Stryker and carried to close the nominations. All members present voted **AYE** on **ROLL CALL VOTE**.

Appointment of Attorney

It was moved by M. DeSapio, seconded by R. Phillips and carried to appoint Gebhardt and Kiefer – Judith Kopen – as attorney for 2010 for the Board of Health. All members present voted **AYE** on **ROLL CALL VOTE**.

Appointment of Engineer

It was moved by M. DeSapio, seconded by R. Phillips and carried to appoint Van Cleef Engineering – Thomas Decker - as engineer for 2010 for the Board of Health. All members present voted **AYE** on **ROLL CALL VOTE**.

Approval of Meeting Dates

It was moved by M. DeSapio, seconded by S. Stryker and carried to designate the following dates for the meetings for 2010 of the Board of Health beginning at 8:00 PM:

February 17, 2010

March 17, 2010

April 21, 2010

May 19, 2010

June 16, 2010

July 21, 2010

August 18, 2010

September 15, 2010

October 20, 2010

November 17, 2010

December 15, 2010

All members present voted **AYE** on **ROLL CALL VOTE**.

Designation of Newspaper

It was moved by M. DeSapio, seconded by R. Phillips and carried to designate the Hunterdon County Democrat as the official paper of the Board of Health for 2010 with the Courier News as an alternate. All members present voted **AYE** on **ROLL CALL VOTE**.

Reserve Septic Ordinance Recommendations

M. DeSapio inquired if a sub-committee had been appointed to review the reserve septic ordinance recommendations. E. Niemann responded no official sub-committee had been officially formed. She stated there is a chance the Township will be required to adopt a septic management ordinance in order to comply with the DEP Water Quality Management Plan. The State wanted to have a requirement to pump and maintain septic systems on a regular basis. The reserve site is not contained in the Water Quality Management Plan. The Board decided to table the matter until the March meeting.

Municipal Orientation

E. Niemann was present this evening for the following presentation to the Board:

- 1) Introductory remarks
 - a. General roles and responsibilities of volunteers
 - b. Resources available from the municipality, procedures to access them
 - c. Importance of communication
 - i. All written communication, including email, is a matter of public record
 1. Use of home computer for sensitive township-related communications is to be avoided
 - ii. Coordination with other volunteer boards/committees is ideal
 - d. Meetings are recorded, and members of the public may request copies of these recordings.
- 2) Municipal Excess Liability Joint Insurance Fund DVD- "The Rights and Duties of a Volunteer in Local Government" – 12 minutes
- 3) Questions following the DVD
 - a. Complaint procedure handout, brief discussion of the township personnel handbook
 - b. What are punitive damages?
- 4) Concluding remarks
 - a. We recognize that the hard work done for the benefit of our community is often done when no one is looking and at times the work may seem unappreciated. We know what you do for us and we don't forget, even if you don't hear it from us!

- b. The Township newsletter was launched last year and will have another issue released in March. Please be sure to send any material you may have for the newsletter to me.
- c. Wrap up the material presented in the DVD

2010 Budget Request

It was moved by M. DeSapio, seconded by S. Stryker and carried to request \$6,000 for the Board of Health, Other Expense 2010 Budget. All members present voted **AYE** on **ROLL CALL VOTE**.

Complaint – Bunker Hill Homes

M. DeSapio announced a copy of the complaint had been received by the Board. The Board of Health attorney is preparing an answer to the complaint.

Approval of Minutes of October 21, 2009

It was moved by R. Phillips, seconded by S. Stryker and carried to approve the minutes of October 21, 2009. All members present voted **AYE** on **ROLL CALL VOTE**, except M. DeSapio, who abstained.

CORRESPONDENCE

PRIVILEGE OF THE FLOOR

E. Niemann reported to the Board that the Township Committee introduced an ordinance which would expand the Board of Health by permitting two alternates to be appointed. The reason for the expansion is that in the summer months it is difficult to obtain a quorum and it is the busiest time of the year in terms of the well ordinance. She inquired if the members had anyone in mind, they should contact her.

ADJOURNMENT

It was moved by M. DeSapio, seconded by R. Philips and carried to adjourn the meeting at 8:45 PM. All members present voted **AYE**.

Respectfully submitted,



Diane Laudenschlager, Secretary