

JANUARY 1, 2006

**REORGANIZATIONAL MEETING**

The Kingwood Township Committee met on the above date at 12:00 noon at their Reorganizational meeting for 2006. Present at the meeting were Committeemen Steven Zdepski, James Burke, and Clerk MacConnell. Clerk 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 Delaware Valley News and Express Times on December 29, 2005 and by telefaxing copies of the notice to the Courier News and Star Ledger on December 27, 2005. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on December 27, 2005.**

**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**

Judge Petronko administered the Oath of Office to Marge Augustine as Township Committeewoman for a three year term.

**ELECTION OF MAYOR**

It was moved by Mr. Burke, seconded by Mrs. Augustine and carried to elect Steven A. Zdepski as Mayor for the year 2006.

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

**OATH OF OFFICE FOR MAYOR**

Judge Petronko administered the Oath of Office to Mr. Zdepski as Mayor for the year 2006.

**ELECTION OF DEPUTY MAYOR**

It was moved by Mrs. Augustine to elect James Burke as Deputy Mayor for the year 2006. Mayor Zdepski stepped down from the chair, seconded and carried the motion.

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

**OATH OF OFFICE FOR DEPUTY MAYOR**

Judge Petronko administered the Oath of Office to Mr. Burke as Deputy Mayor for the year 2006.

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2006 - 01**

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**ELECTION OF MAYOR**

**BE IT RESOLVED** that Steven A. Zdepski is hereby elected as Mayor of Kingwood Township for the calendar year 2006 and until the qualification of a successor.

**ELECTION OF DEPUTY MAYOR**

**BE IT RESOLVED** that James L. Burke is hereby elected as Deputy Mayor of Kingwood Township for the calendar year 2006 and until the qualification of a successor.

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

**Roll Call Vote:**

<b>AYE</b>	-	<b>Augustine, Burke, Zdepski</b>
<b>NAY</b>	-	<b>None</b>
<b>ABSTAIN</b>	-	<b>None</b>
<b>ABSENT</b>	-	<b>None</b>

**MUNICIPAL AND MAYORAL APPOINTMENTS**

Mr. Burke read aloud the following new municipal appointments:

<b><u>POSITION</u></b>	<b><u>TERM</u></b>	<b><u>ENDING</u></b>	<b><u>NAME</u></b>
Auditor	1 Year	12/31/06	Charles Case
Attorney	1 Year	12/31/06	Joseph Novak
Engineer	1 Year	12/31/06	Robert Lorentz
Emer. Mgmt. Coord.	3 Years	12/31/08	Steven Zdepski
Deputy EMC	1 Year	12/31/06	Mary E. MacConnell
Dog Registrar	1 Year	12/31/06	Sandra Siano
911 Coordinator	1 Year	12/31/06	Sandra Siano
Dog Warden	1 Year	12/31/06	Hunt. Humane Shelter
Dep. Reg. Vit. Stat.	3 Years	12/31/08	Cynthia L. Brown
Tax Search Officer	1 Year	12/31/06	Diane Laudenbach
Assessment Search Officer (RS54:5-18.1)	1 Year	12/31/06	Mary E. MacConnell
Affirmative Action Officer	1 Year	12/31/06	Mary E. MacConnell
Clean Communities Coord.	1 Year	12/31/06	Mary E. MacConnell
Perc & Soil Log Officer	1 Year	12/31/06	Heritage Cons. Eng.
Well Studies Coordinator	1 Year	12/31/06	Anthony Hauck
Open Space/Farmland Coord.	1 Year	12/31/06	Elizabeth Schmid
Local Historian	1 Year	12/31/06	Sal DeSapio
Recycling Coord.	1 Year	12/31/06	Sandra Siano
Zoning Officer	1 Year	12/31/06	Michael DeSapio
General Code Enforcement Officer	1 Year	12/31/06	Michael DeSapio
Construction Code Technical Assistant	1 Year	12/31/06	Diane Laudenbach
Information Technology Dir./Webservices Director	1 Year	12/31/06	Adam Belle
Park Director	1 Year	12/31/06	Donn Brown
Mun. Coord. County Office of Aging	1 Year	12/31/06	Janice Simo
Custodian	1 Year	12/31/06	Rosemarie Dipple

Committeewoman Marge Augustine read aloud the following appointments:

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**BOARD OF HEALTH**

Governing Body Member	1 Year	12/31/06	Steven Zdepski
Citizen Member	4 Years	12/31/09	Steven Trstensky

**RECYCLING COMMITTEE**

Governing Body Member	1 Year	12/31/06	Steven Zdepski
SWAC Representative	1 Year	12/31/06	Sandra Siano
Citizen Member			
Bd. Of Health Member	1 Year	12/31/06	Michael DeSapio

**BOARD OF ADJUSTMENT**

Citizen Members	4 Years	12/31/09	William Grossman
	4 Years	12/31/09	MaryLou Haring
Alternate #2	2 Years	12/31/07	Antonino DeSapio

**RECREATION COMMISSION**

Governing Body Member	1 Year	12/31/06	James Burke
Citizen Member	3 Years	12/31/08	David Hewitt

**PARKS AND RECREATION COMMITTEE**

Recr. Comm. Member	1 Year	12/31/06	James Burke
Citizen Members	3 Years	12/31/08	Anthony DeSapio Jr.
	3 Years	12/31/08	David Hewitt
	3 Years	12/31/08	Troy Siano

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

Citizen Member	1 Year	12/31/06	Andy Russano
	1 Year	12/31/06	Shirley Dudick
	1 Year	12/31/06	Joseph Zgurzynski
	1 Year	12/31/06	Helen Gergar
	1 Year	12/31/06	Eugene Hill
	1 Year	12/31/06	Betty Kenney

**MUNICIPAL COURT**

Prosecutor	1 Year	12/31/06	Mary Mott
Public Defender	1 Year	12/31/06	David Evans

**SOLID WASTE ADVISORY COUNCIL**

SWAC Representative	1 Year	12/31/06	Sandra Siano
Alternate Member	1 Year	12/31/06	Marge Augustine

**EMERGENCY MANAGEMENT COUNCIL**

Members	1 Year	12/31/06	William Plass
	1 Year	12/31/06	Carole Compton
	1 Year	12/31/06	Diane Hanley
	1 Year	12/31/06	Kathleen C. Degan
	1 Year	12/31/06	Jack Search
	1 Year	12/31/06	Robert F. Lorentz
	1 Year	12/31/06	Joseph Novak

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1 Year	12/31/06	Mary E. MacConnell
1 Year	12/31/06	Steven Trstensky
1 Year	12/31/06	James Burke
1 Year	12/31/06	Steven Zdepski

**SECRETARIES**

Board of Adjustment	1 Year	12/31/06	Barbara Wilson
Board of Health	1 Year	12/31/06	Diane Laudenschach
Planning Board	1 Year	12/31/06	Diane Laudenschach
Parks and Recreation	1 Year	12/31/06	Diane Laudenschach
Environmental Commission	1 Year	12/31/06	Mary E. MacConnell
OpenSpace/Agriculture	1 Year	12/31/06	Mary E. MacConnell

Mayor Steve Zdepski read aloud the following new mayoral appointments:

**MAYORAL APPOINTMENTS**

**ENVIRONMENTAL COMMISSION**

Governing Body Member	1 Year	12/31/06	James Burke
Citizen Members	3 Years	12/31/08	Anthony Hauck
	3 Years	12/31/08	Sal DeSapio
	3 Years	12/31/08	Cynthia Niciecki
Alternate #2	2 Years	12/31/07	Joseph Zgurzynski

**PLANNING BOARD**

Class I (Mayor)	1 Year	12/31/06	Steven Zdepski
Class III (Governing Body Member)	1 Year	12/31/06	Marge Augustine
Class IV (Citizen Member)			
Alternate #2	2 Years	12/31/07	Larry Herrighty

**COMMERCIAL AND INDUSTRIAL COMMITTEE**

Governing Body Member	1 Year	12/31/06	James Burke
Citizen Members	3 Years	12/31/08	Hyman Salzberg
(Environ. Comm)	3 Years	12/31/08	Sal DeSapio

**AGRICULTURE ADVISORY COMMITTEE**

Governing Body Member	1 Year	12/31/06	Marge Augustine
Citizen Members	1 Year	12/31/06	Frank Kocsis
	1 Year	12/31/06	Sal DeSapio

**OPEN SPACE ADVISORY COMMITTEE**

Governing Body Members	1 Year	12/31/06	Steven Zdepski
	1 Year	12/31/06	James Burke

**COUNCIL ON AFFORDABLE HOUSING BOARD**

COAH Liaison	1 Year	12/31/06	Steven Zdepski
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**HOUSING BOARD**

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Citizen Members	1 Year	12/31/06	Brenda James
	1 Year	12/31/06	Larry Herrighty
	1 Year	12/31/06	James Brown
	1 Year	12/31/06	Dave Hewitt
	1 Year	12/31/06	Bennett Avila

**OATH OF OFFICE FOR APPOINTMENTS**

Judge Petronko administered the Oath of Office to all members of the committees and commissions.

**RESOLUTIONS**

The following resolutions were introduced:

**RESOLUTION NO. 2006 - 01A**

**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 2006.

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

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

**RESOLUTION NO. 2006 - 01B**

**RESOLUTION DESIGNATING OFFICIAL NEWSPAPER**

**BE IT RESOLVED** that the Delaware Valley News, 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 2006.

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

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

**RESOLUTION NO. 2006 - 01C**

**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:

**Kingwood Township Committee Special Meeting Minutes – Jan 1st, 2006**

1. Regular meetings of the Township Committee shall be held during the 2006 calendar year at 8:00 P.M. prevailing time, on the **first Tuesday** of each month 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 **Delaware Valley News**, which is the official newspaper of this public body; and
  - b. The **Express Times**, 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 two 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 **Courier News**, 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. Augustine, seconded by Mr. Burke and carried to adopt the foregoing Resolution.

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

**RESOLUTION NO. 2006 - 01D**

**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;

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**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 2006.

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

<b>Roll Call Vote:</b>	<b>AYE</b>	-	<b>Augustine, Burke, Zdepski</b>
	<b>BYE</b>	-	<b>None</b>
	<b>ABSTAIN</b>	-	<b>None</b>
	<b>ABSENT</b>	-	<b>None</b>

**RESOLUTION NO. 2006 - 01E**

**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.

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

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

**RESOLUTION NO. 2006 - 01F**

**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:

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

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

**RESOLUTION NO. 2006-01G**

**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 2006 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
	COAH Development Fees
	Grant Fund
	Recreation Account
	Board of Adjustment – Escrow
	Collector’s Trust Account
Chief Financial Officer	Payroll Account
AND/OR	
Township Clerk	
AND/OR	
Mayor or Deputy Mayor	
Construction Code Technical Assistant	Construction Account

**BE IT FURTHER RESOLVED** that monies may also be deposited through 2006 in the following banks:

1. Hudson United Bank
2. United National Bank
3. Yardville National Bank
4. Commerce Bank
5. Bank of America
6. PNC
7. Wachovia

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

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

**TOWNSHIP OF KINGWOOD  
HUNTERDON COUNTY  
RESOLUTION NO. 2006-02**

**WHEREAS**, on January 1, 2006, the “New Jersey Local Unit Pay to Play” Law, N.J.S.A. 19:44A-20.4, et. seq., takes effect; and

**WHEREAS**, the Township of Kingwood has a need to award certain professional contracts for services required by the municipality in calendar year 2006; and

**WHEREAS**, the Pay to Play Law permits such services to be acquired through the “non-fair and open” process as defined in N.J.S.A. 19:44A-20.7 on those contracts where it is anticipated that the total cost will exceed \$17,500.00; and

**WHEREAS**, the public good and interest of the citizens of the Township of Kingwood will best be served by the “non-fair and open” process to secure experienced professional services, rather than the “fair and open” process of awarding a contract to the lowest bidder; and

**WHEREAS**, each professional will be required to first complete and submit a **Business Entity Disclosure Certification**.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Township Committee of the Township of Kingwood, as follows:

1. The following professional 2006 contracts shall be awarded under the “non-fair open” process:
2.
  - Township Auditor
  - Township Engineer
  - Township Attorney (Litigation)
  - Planning Board / Board of Adjustment Attorney
3. The said professionals, prior to securing such contract, shall execute and File with the Clerk of the municipality, a 2006 Business Entity Disclosure Certification pursuant to N.J.S.A. 19:44A-20.8.

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

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

**COMMENTS BY MAYOR AND TOWNSHIP COMMITTEE**

Mrs. Augustine began by thanking everyone who voted for her. Also stating that she is looking forward to working for the Township again and is looking forward to serving Kingwood as Committeewoman.

Mr. Burke thanked everyone who came out today and all the volunteers and employees of the Township.

Mr. Zdepski thanked everyone for attending on New Years Day. He commended on all the accomplishments which happened in 2005. Also stating that the year 2006 will be an aggressive year for the Township for open space and farmland preservation. The Mayor reviewed our COAH plans, he is also looking to keep the taxes low and also thanked all the volunteers and employees of the Township.

Mayor Zdepski invited all those present downstairs for refreshments.

**ADJOURNMENT**

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It was moved by Mrs. Augustine, seconded by Mr. Burke and carried to adjourn the meeting at 12:45 PM. **All** voted **AYE** on **Roll Call Vote**.

**Respectfully submitted,  
Cynthia L. Brown, RMC  
Deputy Clerk**