

**TOWNSHIP OF KNOWLTON**  
**COUNTY OF WARREN, STATE OF NEW JERSEY**  
**TOWNSHIP COMMITTEE MEETING MINUTES**  
**May 12, 2014**

A regular meeting of the Knowlton Township Committee was held at the Knowlton Township Municipal Building. Present were Mayor Farber, Deputy Mayor Cuntala and Committee Members Mathez and Starrs. Also present were Dick Cushing, Municipal Attorney and Ted Rodman, Township Engineer. The minutes were recorded by Lisa Patton, Municipal Clerk.

Adequate notice of this meeting has been provided in accordance with the Open Public Meetings Act by publishing notice of all regularly scheduled meetings in The Star Gazette, Star Ledger or Express Times, as well as providing said schedule in the Municipal Clerk's office.

The meeting was called to order at 7:10 pm by Mayor Farber with a salute to the flag and roll call.

**EXECUTIVE SESSION:** Resolution 14-58 (copy attached)

A motion was made by Committeeman Mathez and seconded by Deputy Mayor Cuntala to enter executive session for discussion of contract negotiation and litigation. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes.

The Township Committee returned to public session at 7:30 pm.

**PRESENTATIONS:**

Dr. Fogelson, North Warren Regional High School

Dr. Fogelson, Superintendent, Christine Sharkey, Business Administrator and Bruce Hanelt, School Board President explained the 2014/15 North Warren Regional High School Budget.

Dr. Fogelson reviewed school achievements in athletics, arts, community outreach, cost containment, on-line programs, dual enrollment, an adopted technology plan, and security upgrades.

Dr. Fogelson also reviewed revenues, expenditures and the tax allocation rate. He explained a one cent decrease in the 2014 tax rate for Knowlton residents is due to decreasing enrollment. The decrease will translate into a \$25 per year deduction on an average assessed valuation.

The cost per pupil is \$13,337; ranking 10 out of 47 schools. Bob McNinch, Vail Road, asked for the cost per pupil of the least expensive school. Dr. Fogelson will follow up with Mr. McNinch to address his questions.

Dr. Fogelson discussed a proposed new multipurpose building to be used for athletic and other activities.

Mayor Farber asked how the school receives broadband service. Dr. Fogelson reported service is provided through Service Electric.

Eric Weber, Fire Chief, offered the Fire Company's assistance whenever needed at school events.

#### Ted Rodman, Township Engineer

Mr. Rodman reported that a sinkhole developed at 14 Valley Street in Delaware due to a collapsed septic system. Discussion took place regarding the Warren County Housing Program. Mr. Rodman will refer the resident to the county office for any assistance available to repair the septic.

Mr. Rodman advised that the Mt. Pleasant Road Gun Club (block 4, lot 2) would like permission to improve Mt. Pleasant Road beyond the point where the township currently maintains. The improvement is requested to facilitate access to the club.

Attorney Cushing suggested the request could be handled through a driveway permit. Mr. Cushing also recommended that the Township require the club to provide a title search.

Mr. Rodman also reported that the Blirstown Police Chief is considering housing the speed monitor. When possible, it would be available for Knowlton Township's use.

Discussion took place regarding NJDOT transportation grants. Grant applications will be forwarded to Senator Ohoro's office.

#### Knowlton Fire & Rescue

Eric Weber Fire Chief reported that ambulance 41-51 is in need of \$1800 of repairs in order to pass inspection. Mr. Weber recommended that the vehicle be taken out of service due to it being obsolete.

Committeeman Mathez suggested that the agreement with Hackettstown Regional Medical Center ambulance service be finalized before retiring the vehicle. The agreement will provide ambulance service from 7 am to 7 pm. Belvidere First Aid Squad has a duty crew for evening calls and will provide mutual aid. Attorney Cushing will prepare a mutual aid agreement for Belvidere.

Mayor Farber requested that the contract be for a term of at least one year.

Debbie Shipp, Station Road, asked if any progress has been made with Blirstown Ambulance Corps. Mr. Weber said a meeting is pending.

Committeewoman Starrs reported that Suburban ambulance service will be available at the end of May. Alex Weber, Knowlton Rescue, will contact Suburban. Committeeman Mathez will follow up with Mr. Weber.

Bob McNinch, Vail Road, suggested that the Township Committee should contact other townships or Suburban to provide adequate service to residents.

**ORDINANCES:**

**Ordinance 14-03**

**Ordinance Amending The Salary And Wage Ordinance  
Of The Township Of Knowlton, County Of Warren, State Of New Jersey  
For The Calendar Year 2013**

Township Committee members present unanimously agreed to table Ordinance 14-03.

**RESOLUTIONS:**

**Resolution 14-59**

**Resolution Approving Payment of Vouchers  
(copy attached)**

A motion was made by Committeeman Mathez and seconded by Committeewoman Cuntala to approve Resolution 14-59. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – abstain, Farber – yes.

**Resolution 14-60**

**Resolution Approving North Warren Lacrosse Clam Bake Raffle License To Be Held On  
June 14, 2014 at the Knowlton Lions Club Pavilion, Route 46, Delaware New Jersey  
(copy attached)**

A motion was made by Committeeman Mathez and seconded by Committeewoman Starrs to approve Resolution 14-60. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes.

**Resolution 14-64**

**Resolution Authorizing Knowlton Township Fire Chief To Negotiate Mutual Aid  
Agreements Subject To Township Committee Approval  
(to be provided by Municipal Attorney)**

A motion was made by Committeeman Mathez and seconded by Committeewoman Cuntala to approve Resolution 14-64. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes.

**Resolution 14-65**

**Resolution Approving Consent Agenda  
(copy attached)**

A motion was made by Committeeman Mathez and seconded by Committeewoman Cuntala to approve Resolution 14-65 which approves Resolutions 14-46, 14-47 and 14-48 regarding NJDOT no passing zones. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes.

## **OLD BUSINESS:**

### 24<sup>th</sup> Legislative District Meeting

Mayor Farber reported that he attended the 24<sup>th</sup> Legislative District Meeting. Discussion took place regarding NJDEP funds due to the Township from the power plant settlement. Mayor Farber also discussed the lack of broadband service in rural areas. He will follow up with the Lt. Governor.

### 2014 Budget

Discussion took place regarding the 2014 DPW capital request. The DPW Supervisor will meet with the CFO to discuss capital recommendations.

## **NEW BUSINESS:**

### Express Times Salaries Article

Discussion took place regarding an Express Times article publishing salaries of Knowlton Township employees. It was noted that at least one salary is incorrect.

Committeewoman Starrs suggested the Express Times should be contacted to correct the misinformation. Debbie Shipps, Station Road, provided a website listing government employee salaries.

### Local Government Energy Audit Program

Committeewoman Starrs explained the Local Government Energy Audit Program is a free program sponsored by the NJ Board of Public Utilities. The program compensates local government units for energy related improvements.

Bill Clifford, Koeck Road, stated Hanaberry HVAC provides free energy audits and provided a quote last year for a HVAC system.

Committeeman Mathez suggested that the Township move forward with both energy audits. Township Committee members present were in agreement.

### Personnel

Committeewoman Starrs recommended the installation of time clocks for a trial period of one year. Township Committee members present agreed.

Bill Clifford stated the practice will affect employee morale and cost taxpayer money.

The municipal clerk noted that many employees work off site making it difficult to punch in and out. Township Committee members suggested they can write in their hours.

Township Committee members present were in agreement that no employee will be exempt from the policy. Committeewoman Starrs volunteered to implement the time clock project.

**PUBLIC COMMENT:**

There was no further public comment.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 10:55 pm.

Respectfully submitted,

Lisa K. Patton  
Municipal Clerk