

**MINUTES OF KNOWLTON TOWNSHIP
WARREN COUNTY, NEW JERSEY
Public Session Meeting Minutes
February 10, 2020**

The meeting of the Knowlton Township Committee was held on this date at the Knowlton Municipal Building, 628 Route 94, Columbia, New Jersey. This meeting was called to order at 7:00 p.m. by Mayor Starrs.

Mayor Starrs led the public in the pledge of allegiance.

Mayor Starrs read the following statement "This meeting of the Knowlton Township Committee is being held in compliance with the Open Public Meetings Act: P: 1975, Chapter 231, noting that notice of all regularly scheduled meetings has been published in the *Star Gazette* and/or the *Express Times* as well as providing said schedule in the Municipal Clerk's office."

Roll Call

Present: Committeewoman Cuntala, Committeeman McNinch, Deputy Mayor Shippis, Committeeman Van Horn (left at 10:02 p.m.) and Mayor Starrs
Also present was Township Engineer Ted Rodman and Township Attorney Richard Cushing via phone conference at 7:52 p.m.

EXECUTIVE SESSION

Motion made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve to go into Executive Session at 7:01 p.m.

2020-25- Authorizing an Executive Session

WHEREAS, the Open Public Meetings Act; N.J.S.A. 10:4-6 et seq., declares it to be the public policy of the State to insure the right of citizens to have adequate advance notice of and the right to attend meetings of public bodies at which business affecting the public is discussed or acted upon; and

WHEREAS, the Open Public Meetings Act also recognized exceptions to the right of the public to attend portions of such meetings; and

WHEREAS, the Mayor and Township Committee find it necessary to conduct an executive session closed to the public as permitted by the N.J.S.A. 40:4-12; and

WHEREAS, the Mayor and Township Committee will reconvene in public session at the conclusion of the executive session;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Knowlton Township, County of Warren, State of New Jersey that they will conduct an executive session to discuss the following topic (s) as permitted by N.J.S.A. 40:4-12:

- A. Personnel
- B. Personnel- Interviews Court Violation Clerk

BE IT FURTHER RESOLVED that the Mayor and Township Committee hereby declare that their discussion of the subject (s) identified above may be made public at a time when the Township Attorney advises them that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the

Township or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Mayor and Township Committee, for the reasons set forth above, hereby declare that the public is excluded from the portion of the meeting during which the above discussion shall take place.

Motion was made by Mayor Starrs, Second by Committeewoman Cuntala and carried to approve to go back into public session at 7: 50 p.m.

PUBLIC COMMENT No Public Comment

DEPARTMENT REPORTS

Township Engineer Ted Rodman explained to the committee that resident Denise Devlin needs a waiver from the township in order to put a septic system in the front of her yard. The septic system is going to be located exactly where the cesspool is. Permission is needed from the road owner, which is the township, that there are no underground utilities existing or proposed for the location.

Motion was made by Mayor Starrs, second by Committeeman McNinch and carried to approve for Knowlton Township to accept the waiver for Block 28 Lot 47 Walnut Rd.

Mr. Rodman spoke to the committee regarding the state aid coring issues on Kill/Station & Stark Rd. Township Attorney Mr. Cushing recommended to discuss this matter during Executive Session for attorney advice.

RESOLUTIONS

2020-36- Support for the Celebration of the 110th Anniversary of Woman’s Suffrage in NJ

WHEREAS, the year 2020 marks the 100th anniversary of the ratification of the 19th Amendment to the United States Constitution, guaranteeing and protecting women’s right to vote; and

WHEREAS, this centennial offers an opportunity to commemorate a milestone of democracy, that the right of citizens of the United States to vote shall not be abridged by the federal or state governments on account of gender; and

WHEREAS, in 1776 women property owners were enfranchised under the New Jersey State Constitution, which was unique in the nation at the time. However, in 1807 the New Jersey Legislature eliminated the property requirement for voting rights and limited the ballot to white males; and

WHEREAS, in 1867 New Jersey residents Lucy Stone and Harry Blackwell organized the New Jersey Woman Suffrage Association (NJWSA), devoted to gaining women’s suffrage; and

WHEREAS, in 1909 New Jersey’s first open air suffrage rallies were held in Orange and Newark, led by Dr. Emma O. Gantz and Martha Klatshchken, collecting 5,000 signatures for a petition in support of the federal amendment guaranteeing and protecting women’s constitutional right to vote; and

WHEREAS, although the 1912 state referendum on women’s suffrage was soundly defeated in the New Jersey Legislature, a corner was turned for the New Jersey suffrage movement; and

WHEREAS, in 1913 an automobile rally led by “General” Rosalie Jones traveled through New Jersey on the way

to Washington D.C., in a Suffrage Parade of over 8,000 marchers; and

WHEREAS, in 1915 a second suffrage constitutional referendum was pursued in New Jersey, New York, Pennsylvania, and Massachusetts with active campaigns by many suffrage organizations; and

WHEREAS, in 1917 New Jersey suffragists Allison Turnbull Hopkins, Julia Hulburt, Beatrice Reynolds Kinkead, and Minnie Abbott picketed in front of the White House as part of the Silent Sentinels and subsequently were arrested and imprisoned; and

WHEREAS, on June 4, 1919 Congress passed the 19th Amendment guaranteeing all American women the right to vote; and

WHEREAS, on February 9, 1920, New Jersey became the 29th state to ratify the 19th Amendment granting women the right to vote; and

WHEREAS, shortly after the ratification of the 19th Amendment, Margaret Laid and Jennie Van Ness were the first two women elected to the New Jersey Assembly in 1921 and 1925, and in 1925, Rebecca Bourgeois Winston of Estell Manor was New Jersey's first woman mayor.

NOW, THEREFORE, BE IT RESOLVED, in honor of the 100th Anniversary of the Ratification of the 19th Amendment, the Township of Knowlton supports the efforts of New Jersey's Suffrage Centennial and encourages local celebrations of this historic milestone; and

BE IT FURTHER RESOLVED, a copy of this resolution will be forwarded to the Governor, Secretary of State, and the NJ League of Municipalities.

Motion was made by Mayor Starrs, second by Committeeman McNinch and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipp—yes, Van Horn—yes, Starrs—yes, Resolution 2020-36.

The Township Committee presented Girl Scout Troop 5627 with a copy of the resolution.

ORDINANCE

Public Hearing/ Adoption:

2020-01 Amending Chapter 11 to Require that Motor Vehicle Service Stations Have and Alternate Energy Source

WHEREAS, gas stations are rendered inoperative and incapable of dispensing fuel during power outages; and

WHEREAS, fuel is an indispensable commodity, necessary for the transportation and emergency electrical power to serve residents and rescue and law enforcement personnel; and

WHEREAS, the public health, safety and welfare requires gas stations provide for an uninterrupted supply of alternate power.

NOW, THEREFORE, BE IT ORDAINED, by the Township Committee of Knowlton as follows:

SECTION 1. Section 11-3 of the Code of the Township of Knowlton (the "Code"), entitled "Definitions and word usage," shall be amended to add the following definition:

Standby Power Generator

A permanently installed backup electric power source that is powered by natural gas, propane or diesel fuel and is integrated with the electrical system of the facility. The system is not intended to be used as a primary source of power or used when power is disconnected by the utility for lack of payment of bill.

SECTION 2. Section 11-315(E), entitled “Automotive Service Stations, which regulates the conditional use of a lot as an automotive service station in the Highway Commercial (C-1) Zone, is hereby amended and supplemented to add new subsections (5) and (6) as follows:

(5) All Automotive Service Stations that sell gasoline at retail to consumers from gasoline pumps, shall be required to have an alternate energy source, such as a standby power generator, that is capable of providing electrical service during an interruption of the normal electrical supply sufficient to power the gasoline pumps so that gasoline can be sold to consumers. The alternate energy source shall be sufficient to operate all pumps during normal business hours of the service stations.

(6) The alternate energy source required herein shall be required any time an existing Automotive Service Station (1) expands and requires site plan and / or variance approval from the Planning Board; or (2) undertakes a substantial renovation (e.g. tank replacement). The determination of whether a renovation is substantial shall be within the sole discretion of the Zoning Officer.

SECTION 3. Section 11-315(E), entitled “Automotive Service Stations, which regulates the conditional use of a lot as an automotive service station in the Highway Commercial (C-1) Zone, is hereby amended and supplemented to add new subsections (5) and (6) as follows:

(5) All Automotive Service Stations that sell gasoline at retail to consumers from gasoline pumps, shall be required to have an alternate energy source, such as a standby power generator, that is capable of providing electrical service during an interruption of the normal electrical supply sufficient to power the gasoline pumps so that gasoline can be sold to consumers. The alternate energy source shall be sufficient to operate all pumps during normal business hours of the service stations.

(6) The alternate energy source required herein shall be required any time an existing Automotive Service Station (1) expands and requires site plan and / or variance approval from the Planning Board; or (2) undertakes a substantial renovation (e.g. tank replacement). The determination of whether a renovation is substantial shall be within the sole discretion of the Zoning Officer.

SECTION 4. Section 11-329(B), entitled “Automotive Service Stations, which regulates the conditional use of a lot as an automotive service station in the Planned Commercial Development (PCD) Zone, is hereby amended and supplemented to add new subsections (3) and (4) as follows:

(3) All Automotive Service Stations that sell gasoline at retail to consumers from gasoline pumps, shall be required to have an alternate energy source, such as a standby power generator, that is capable of providing electrical service during an interruption of the normal electrical supply sufficient to power the gasoline pumps so that gasoline can be sold to consumers. The alternate energy source shall be sufficient to operate all pumps during normal business hours of the service stations.

(4) The alternate energy source required herein shall be required any time an existing Automotive Service Station (1) expands and requires site plan and / or variance approval from the Planning Board; or (2) undertakes a substantial renovation (e.g. tank replacement). The determination of whether a renovation is substantial shall be within the sole discretion of the Zoning Officer.

SECTION 5. All Ordinances or parts of Ordinances inconsistent herewith are repealed as to such inconsistencies.

SECTION 6. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 7. This Ordinance shall take effect upon final passage and publication according to law.

Motion made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve to go into public comment.

No Public comment

Motion made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve to go close public comment.

Motion made by Mayor Starrs, second by Committeewoman Cuntala and approved by roll call vote: Cuntala—yes, McNinch—no, Shipps –yes, Van Horn—yes, Starrs—yes Ordinance 2020-01.

Hearing/ Adoption:

2020-02 An Amended Ordinance “Fixing the Salaries and Wages of the Officials, Appointees and Employees of the Township of Knowlton in the County of Warren and State of New Jersey” by Salary Range

BE IT ORDAINED by the Mayor and Township Committee of the Township of Knowlton, in the County of Warren and State of New Jersey:

SECTION 1: That the Salary Range of the elected officials, appointees and employees of the Township of Knowlton, in the County of Warren and State of New Jersey, shall be as follows:

ADMINISTRATION	AMOUNT	PER
Mayor	1,500-5,000.00	Year
Township Committee Person	1,500-4,800.00	Year
Township Clerk	15,000-60,000.00	Year
Acting Clerk	12.00-60.00	Hour
Deputy Clerk	12.00-30.00	Hour
Registrar	1,750.00-8,500.00	Year
Deputy Registrar	1,250.00-5,000.00	Year
Office Assistant (P/T)	12.00-30.00	Hour
Recreation Director	3,000.00-12,000.00	Year
Recreation Laborer (P/T)	12.00-18.00	Hour
Housing Liaison	12.00-35.00	Hour
Grant Administrator	15.00-40.00	Hour
Maintenance Custodian	3,500.00-8,500.00	Year
FINANCE		
Tax Assessor	8,000.00-20,000.00	Year
Assistant to Tax Assessor	1,750.00-5,000.00	Year
Property List Certification	10.00	As billed
Tax Collector	11,000.00-30,000.00	Year
Assistant to Tax Collector	12.00-25.00	Hour
PLANNING & ZONING		
Planning Board Secretary	\$3,250-9,000.00	Year
Board of Adjustment Board Secretary	3,250-9,000.00	Year
Code Enforcement Official	5,000-15,000.00	Year
Code Enforcement Official Court Appearance	43.38	Per Hour
Fire Prevention Official	2,750-7,000.00	Year
Driveway Inspector	15.00-35.00	Per Inspection
DEPARTMENT OF PUBLIC WORKS		
Manager	\$12.50-33.00	Hour
Assistant Supervisor	\$12.00-33.00	Hour
Driver/Laborer I	\$12.00-25.00	Hour
Driver/Laborer II	\$12.00-25.00	Hour
Driver/Laborer III	\$12.00-20.00	Hour
Driver/Laborer Part Time	\$12.00-18.00	Hour
CLEAN COMMUNITIES		
Supervisor	1,500.00-5,500.00	Year
ANIMAL CONTROL		
Animal Control Officer	\$3,500.00-10,000.00	Year
(\$15.00 per hour for court)		

EMERGENCY MANAGEMENT

Coordinator	\$1,750-5,000.00	Year
Deputy Coordinator	\$750-4,000.00	Year
Assistant	\$15.00-35.00	Hour
9-1-1- Coordinator	\$750-2,500.00	Year
Municipal Court		
Judge	\$15,000.00-37,000.00	Year
Court Administrator	\$32,500.00-70,000.00	Year
Deputy Court Administrator	\$17,500.00-45,000	Year
Violations Clerk	\$12.00-17.00	Hour
Bookkeeper	\$20.00-30.00	Hour
Court Attendant	\$100.00-225.00	Per Session
Call Outs	\$27.50-65.00	As Billed

In no event shall this ordinance prohibit the Township from paying an employee the minimum hourly wage as may be required by applicable statute, rule, or regulation

SECTION II: Other employees' benefits and compensation are set forth in a Personnel Policy.

SECTION III: If any section, clause, sentence, or other part of this Ordinance shall, for any reason, be adjudged by a court of competent jurisdiction to be invalid, such judgement shall not effect, impair, or invalidate the remainder of this Ordinance.

SECTION IV: All Ordinances or parts of Ordinance inconsistent with the Ordinance are hereby repealed to the extent of such inconsistency only.

SECTION V: This Ordinance shall take effect after the Second Reading.

Motion made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve to go into public comment.

No Public comment

Motion made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve to go close public comment.

Motion was made by Mayor Starrs, second by Committeewomen Cunaxa and carried to approve the amendment of adding a court bookkeeper for the rate or \$20 - \$30.

Motion made by Mayor Starrs, second by Committeewoman Cuntala and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps —yes, Van Horn—yes, Starrs—yes Ordinance 2020-02 with amendment.

CONSENT AGENDA

2020-26 Consent Agenda

WHEREAS, Resolutions 2020-27, 2020-28, 2020-29 ,2020-30, 2020-31, 2020-32, 2020-33, 2020-34, and 2020-35 are considered routine, non-controversial and require no individual discussion; and,

WHEREAS, if discussion is required on a consent agenda item, it is removed from the consent agenda and placed on the regular agenda.

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Knowlton that approval is granted for adoption of the consent agenda items.

Motion made by Mayor Starrs, second by Deputy Mayor Shipps and approved by Roll call vote:

Cuntala--yes, McNinch--yes, Shipps--yes, Van Horn--abstain, Starrs—yes to 2020-26 Consent Agenda

The following Resolutions will be on a Consent Agenda with no discussion

2020-27-Resolution Approving the Issuance of Raffle License RA20-01 to Knowlton Lions club to Conduct a Raffle on July 11, 2020

WHEREAS, the Knowlton Township Lions Club has applied for raffles licenses to conduct raffles on July 11, 2020 at Gary Greys Field located on Route 46, Delaware, NJ consisting of New Jersey Legalized Games of Chance Control Commission applications RA20-01; and,

WHEREAS, the proper fees have been filed with the application, and the Findings and Determinations by the Municipal Clerk have determined that this organization is qualified to conduct raffles;

THEREFORE BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, Warren County, New Jersey, that approval is hereby given for the issuance of raffle license RA20-01 to The Knowlton Township Lions Club.

2020-28-Resolution Approving the Issuance of Raffle License RA20-02 to Knowlton Lions club to Conduct a Raffle on July 11, 2020

WHEREAS, the Knowlton Township Lions Club has applied for raffles licenses to conduct raffles on July 11, 2020 at Gary Greys Field located on Route 46, Delaware, NJ consisting of New Jersey Legalized Games of Chance Control Commission applications RA20-02; and,

WHEREAS, the proper fees have been filed with the application, and the Findings and Determinations by the Municipal Clerk have determined that this organization is qualified to conduct raffles;

THEREFORE BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, Warren County, New Jersey, that approval is hereby given for the issuance of raffle license RA20-02 to The Knowlton Township Lions Club.

2020-29-Resolution Approving the Issuance of Raffle License RA20-03 to Knowlton Lions club to Conduct a Raffle on July 11, 2020

WHEREAS, the Knowlton Township Lions Club has applied for raffles licenses to conduct raffles on July 11, 2020 at Gary Greys Field located on Route 46, Delaware, NJ consisting of New Jersey Legalized Games of Chance Control Commission applications RA20-03; and,

WHEREAS, the proper fees have been filed with the application, and the Findings and Determinations by the Municipal Clerk have determined that this organization is qualified to conduct raffles;

THEREFORE BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, Warren County, New Jersey, that approval is hereby given for the issuance of raffle license RA20-03 to The Knowlton Township Lions Club.

2020-30-Resolution Approving the Issuance of Raffle License RA20-04 to Knowlton Lions club to Conduct a Raffle on July 11, 2020

WHEREAS, the Knowlton Township Lions Club has applied for raffles licenses to conduct raffles on July 11, 2020 at Gary Greys Field located on Route 46, Delaware, NJ consisting of New Jersey Legalized Games of Chance Control Commission applications RA20-04; and,

WHEREAS, the proper fees have been filed with the application, and the Findings and Determinations by the Municipal Clerk have determined that this organization is qualified to conduct raffles;

THEREFORE BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, Warren County, New Jersey, that approval is hereby given for the issuance of raffle license RA20-04 to The Knowlton Township Lions Club.

2020-31-Resolution Approving the Issuance of Raffle License RA20-05 to Knowlton Lions club to Conduct a Raffle on July 11, 2020

WHEREAS, the Knowlton Township Lions Club has applied for raffles licenses to conduct raffles on July 11, 2020 at Gary Greys Field located on Route 46, Delaware, NJ consisting of New Jersey Legalized Games of Chance Control Commission applications RA20-05; and,

WHEREAS, the proper fees have been filed with the application, and the Findings and Determinations by the Municipal Clerk have determined that this organization is qualified to conduct raffles;

THEREFORE BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, Warren County, New Jersey, that approval is hereby given for the issuance of raffle license RA20-05 to The Knowlton Township Lions Club.

2020-32-Resolution Approving the Issuance of Raffle License RA20-06 to Knowlton Lions club to Conduct a Raffle on July 11, 2020

WHEREAS, the Knowlton Township Lions Club has applied for raffles licenses to conduct raffles on July 11, 2020 at Gary Greys Field located on Route 46, Delaware, NJ consisting of New Jersey Legalized Games of Chance Control Commission applications RA20-06; and,

WHEREAS, the proper fees have been filed with the application, and the Findings and Determinations by the Municipal Clerk have determined that this organization is qualified to conduct raffles;

THEREFORE BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, Warren County, New Jersey, that approval is hereby given for the issuance of raffle license RA20-06 to The Knowlton Township Lions Club.

2020-33-Resolution Approving the Issuance of Raffle License RA20-07 to Knowlton Lions club to Conduct a Raffle on July 11, 2020

WHEREAS, the Knowlton Township Lions Club has applied for raffles licenses to conduct raffles on July 11, 2020 at Gary Greys Field located on Route 46, Delaware, NJ consisting of New Jersey Legalized Games of Chance Control Commission applications RA20-07; and,

WHEREAS, the proper fees have been filed with the application, and the Findings and Determinations by the Municipal Clerk have determined that this organization is qualified to conduct raffles;

THEREFORE BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, Warren County, New Jersey, that approval is hereby given for the issuance of raffle license RA20-07 to The Knowlton Township Lions Club.

2020-34-Resolution Approving the Issuance of Raffle License RA20-08 to Children's Specialized Hospital Foundation

WHEREAS, the Knowlton Township Lions Club has applied for raffles licenses to conduct raffles on June 5, 2020 at Brook Hollow Winery, 594 NJ-94 Columbia, NJ consisting of New Jersey Legalized Games of Chance Control Commission applications RA20-08; and,

WHEREAS, the proper fees have been filed with the application, and the Findings and Determinations by the Municipal Clerk have determined that this organization is qualified to conduct raffles;

THEREFORE BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, Warren County, New Jersey, that approval is hereby given for the issuance of raffle license RA20-08 to The Children's Specialized Hospital Foundation.

2020-35-Resolution Approving the Issuance of Raffle License RA20-09 to Children's Specialized Hospital Foundation

WHEREAS, the Knowlton Township Lions Club has applied for raffles licenses to conduct raffles on June 5, 2020 at Brook Hollow Winery, 594 NJ-94 Columbia, NJ consisting of New Jersey Legalized Games of Chance Control Commission applications RA20-09; and,

WHEREAS, the proper fees have been filed with the application, and the Findings and Determinations by the Municipal Clerk have determined that this organization is qualified to conduct raffles;

THEREFORE BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, Warren County, New Jersey, that approval is hereby given for the issuance of raffle license RA20-09 to The Children's Specialized Hospital Foundation.

RESOLUTIONS

2020-37 A Resolution Authorizing the Temporary Appointment of Pamela Rusweiler to the Township of Knowlton Planning Board (Class I Member) in Order to Temporarily Fill the Seat of Current Board Member, Mayor Adele Starrs

WHEREAS, Mayor Adele Starrs currently sits as a Class I Member on the Township of Knowlton Planning Board; and

WHEREAS, The Mayor will be unable to attend the regularly scheduled meetings of the Township of Knowlton Planning Board from February 2020 to May 2020; and

WHEREAS, The Mayor is desirous of designating Township resident Pamela Rusweiler to fill the temporary vacancy, and

WHEREAS N.J.S.A. 40:55D-23 permits the Mayor to either sit as or designate a Class I Planning Board Member.

NOW, THEREFORE, be it resolved by the Mayor and Committee of the Township of Knowlton, County of Warren, New Jersey, as follows:

1. Pamela Rusweiler is duly appointed and shall serve as the Mayor's designee as a Class I Planning Board Member from February 2020 through May 2020.

Motion made by Committeewoman Cuntala, second by Deputy Mayor Shipps and carried to approve Resolution 2020-37. Committeeman McNinch abstained.

2020-38-Resolution Authorizing Professional Serviced to Provided by Community Grants Planning and Housing (CGP&H) For Knowlton's Affordable Housing Requirements

WHEREAS, Knowlton Ordinance 11-392 authorizes the position of Administrative Agent to oversee the administration of Knowlton's affordable housing requirements as set forth in N.J.A.C. 5:80-26.14, 16, and 18; and

WHEREAS, the Township Committee of Knowlton authorized Community Grants Planning and Housing (CGP&H) to provide the services of Administrative Agent on March 19, 2019 via Resolution 2019-54 and a Professional Services Agreement; and

WHEREAS, per Schedule A of that contract, CGP&H is only explicitly authorized to do general administration, including the creation of manuals and revisions to the affirmative marketing plan; and

WHEREAS, CGP&H is prepared to provide additional services that include:

- 1) following up with developers who have committed to providing affordable housing, but haven't made progress
- 2) set up and implementation of the accessory apartment program
- 3) providing training & orientation to the Township's new Municipal Housing Liaison, Kristin Shipps
- 4) potentially administering 116 Hainesburg Rd and 60 Knowlton Rd.

WHEREAS, as per the contract, work for these additional services shall not proceed without written authorization from the Township; and

WHEREAS, this work will be completed at the regular hourly rates as stated in the contract and shall not exceed \$7,000 for items 1, 3, and 4 above and an additional \$2,000 that shall be dedicated to the accessory apartment program if desired.

NOW, THEREFORE, BE IT RESOLVED, the Township Committee of Knowlton hereby authorizes only the services specified in numbers 1, 3, and 4 above to be completed in 2020 at a cost not to exceed \$7,000.00.

Motion made by Mayor Starrs, second by Committeewoman Cuntala and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—yes, Van Horn—yes, Starrs—yes to Resolution 2020-38 amending the resolution to not include the accessory apartment program, which is not needed at this time.

2020-39-Resolution Terminating Municipal Court Shared Services Agreements

WHEREAS, the Knowlton Township Municipal Court was established pursuant to Chapter 18 of the Township Code; and

WHEREAS, between 2014 and 2016 the Township of Knowlton entered into Shared Services Agreements with Frelinghuysen Township, Franklin Township, and Blairstown Township under the Uniformed Shared Services and Consolidation Act (N.J.S.A. 40A:65-1, et. seq) to bring the court operations of all four municipalities into Knowlton Township, which has provided the necessary facilities and administrative staffing since such agreements were executed; and

WHEREAS, the Shared Service Agreement with Blairstown expired at the end of 2019, but a new Agreement has not been executed between the municipalities; and

WHEREAS, the Shared Service Agreements with Frelinghuysen and Franklin expire at the end of 2020; and

WHEREAS, it has been determined that the costs being assumed by Knowlton to operate the Frelinghuysen, Franklin, and Blairstown courts have been greater than anticipated and efficiencies that once existed are no longer present making the terms of the Shared Service Agreements between Knowlton and the three other municipalities impractical to continue; and

WHEREAS, the shared court is housed in Knowlton's municipal building, which is unsuited to the volume of people present during court sessions, leading to long security-check lines; and

WHEREAS, to accommodate court operations the Knowlton Municipal Building must be closed two days each month, which severely disrupts municipal operations; and

WHEREAS, because of the volume of space in the Knowlton Municipal Building that was converted to space for court operations, Knowlton was forced to house certain municipal departments in its basement; and

WHEREAS, Knowlton will not renew any of the Shared Services Agreements after December 31, 2020, but will allow Blairstown's municipal court to maintain its shared services with Knowlton until December 31, 2020; and

WHEREAS, Knowlton will no longer house a municipal court in its municipal building and will seek to enter into a Shared Service Agreement with another municipality to begin in 2021; and

WHEREAS, Knowlton acknowledges that its decision to cease its municipal court operations is subject to review and approval of the vicinage Assignment Judge and the Administrative Office of the Courts.

WHEREAS, Knowlton is committed to continuing efforts to establish a county-wide municipal court, hosted by Warren County by meeting with other municipalities and the Warren County Freeholders.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Township of Knowlton in the County of Warren, State of New Jersey as follows:

1. The Shared Services Agreements for municipal court services with Franklin Township and Frelinghuysen Township will not be renewed and will terminate on December 31, 2020
2. The Shared Service Agreement with Blairstown Township for municipal court services will not be renewed and is deemed to have terminated on December 31, 2019.
3. Blairstown Township may continue sharing municipal court services with Knowlton Township through December 31, 2020, subject to the execution of a new Shared Service Agreement.
4. The termination of the municipal court operations in the Knowlton Township Municipal Building are subject to the review and approval of the vicinage Assignment Judge and Administrative Office of the Courts.
5. A certified copy of this resolution shall be immediately transmitted to the Warren County Assignment Judge, the Administrative Office of the Courts, Franklin Township, Frelinghuysen Township, and Blairstown Township.

Mayor Starrs prepared a PowerPoint presentation on points why the courts should be terminated unfortunately the projector was not working so Mayor Starrs explained her points. Discussion took place regarding other options for the courts and why we should not make the decision now.

Motion made by Mayor Starrs, second by Committeewoman Cuntala and approved by roll call vote: Cuntala—yes, McNinch—abstain, Shipps—yes, Van Horn—yes, Starrs—yes to Resolution 2020-39.

2020-40- Resolution Approving Payment of Vouchers

BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, Warren County, New Jersey, that all claims attached are hereby approved as reasonable and proper claims against the Township of Knowlton.

THEREFORE, BE IT RESOLVED that approval for payment is hereby given to the Chief Financial Officer to pay said claims, subject to the availability of funds.

Motion made by Mayor Starrs, second by Committeewoman Cuntala and approved by roll call vote: Cuntala--yes, McNinch--yes, Shipps--yes, Van Horn--yes, Starrs—yes to Resolution 2020-40.

2020-02a RESOLUTION APPROVING COMPENSATED APPOINTMENTS

WHEREAS, it is necessary to appoint various persons to fill the numerous positions of authority in the Township of Knowlton for the year 2020.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, Warren County, New Jersey, that the following appointments be made with terms being until December 31, 2020:

Municipal Clerk	Kristin Shipps
Shared Services/Grant Administrator	
Assessment Search Officer	
Deputy Clerk	Doreen Apgar
Registrar of Vital Statistics	Kristin Shipps
Deputy Registrar of Vital Statistics	Doreen Apgar
Office Assistant	
Finance Assistant	Doreen Apgar
Recycling Coordinator	JoAnn Fascenelli
Chief Financial Officer	Christine Rolef
Tax Collector	Evan Howell
Tax Search Officer	Evan Howell
Assistant Tax Collector	Doreen Apgar
Tax Assessor	Richard Motyka
Tax Assessment Assistant	Kenna Pearson
Code Enforcement /Zoning Officer	Eric Snyder
Driveway Inspector	Eric Snyder
Temporary Code Enforcement/ Zoning Officer (January 8 th – April 5 th)	George Boesze
Alternate Driveway Inspector (January 8 th – April 5 th)	George Boesze
Fire Official	Glenn Wilson, Jim McAleer

Planning Board Secretary	Alfia Schemm
Board of Adjustment Secretary	Alfia Schemm
Animal Control Officer	Alan DeCarolis
*Municipal Judge	Dominick Santini
Court Administrator	
Deputy Court Administrator	Ruth DeGeorge
Temporary Court Administrator	Laura Moore & Maria Molina (January Courts)
Violations Clerk	Lynda Stadtler / Barbara Wiesing-Villacorta
Court Attendant	Dennis Kelley, Doug Kopen
Public Works Manager	Brian Peck
Public Works Assistant Supervisor	Thomas Steckel
Public Works Driver/Laborer I	
Public Works Driver/Laborer II	David Quick
Public Works Driver/Laborer III	Michael Carpenter
Public Works Driver/Laborer-Part Time	
Recreation Director	Dennis Lembeck
Recreation Laborer	Ryan Lembeck
Alternate Recreation Laborer	George Trongone
Community Service/Clean Comm. Supervisor	Dennis Lembeck
**Emergency Management Coordinator	Frank Makowski
911 Coordinator	Frank Makowski
***Deputy Emergency Management Coordinator	Michael Bates
Emergency Management Assistant	Kristin Shipps
Municipal Housing Liaison	Kristin Shipps
*Shared Municipal Court – Knowlton/Frelinghuysen/Franklin/Blairstown - term expires 12/31/20	
**term expires 12/31/2022	
***term expires 12/31/2020	

Motion was made by Mayor Starrs, second by Committeeman McNinch and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—yes, Van Horn—yes, Starrs—yes to resolution 2020-02a contingent upon agreement of Municipal Judge Dominick Santini.

OLD BUSINESS

Foreclosed Properties Update

Motion made by Mayor Starrs, second by Committeewoman Cuntala to go with lower suggested bid for the auction of the Foreclosed properties that will be run by Max Spann.

2020 Election Polling Place

Motion made by Committeewoman Cuntala, second by Deputy Mayor Shipps and carried to approve to have the 2020 General and Primary Election at the Brook Hollow Winery Pavilion.

Salt in Well Water Update

Mayor Starrs read 2 emails regarding the probe that was recording data had stopped testing in November of 2019. Mayor Starrs asked about the probe located at the municipal building and NJDEP

responded that they will no longer be recording data at municipal building and will be collecting the devices as well as sending out a report of the findings.

Mayor Starrs sent the article and pictures regarding the broken drains on Decatur Street. NJDEP responded there are no signs of total failure, so they will not do anything about it.

Meadow Ridge Electric Improvements by JCP&L

Mayor Starrs & Deputy OEM Mike Bates met with John Anderson Vice President of JCP&L, Stan Prater and a JCP&L Engineer. Mayor Starrs explained that Meadow Ridge is the last street on one of the longest lines in New Jersey. Mayor Starrs also explained because of one switch, two offices need to be involved when restoring power on Meadow Ridge. JCP&L sent out a team out to see what could be done with the line. They are installing the following upgrades: 5 new locations for spacers, 2 new fault indicators, 1 more tripsaver, relocating a fuse on Kishpaugh Road that affects the line, complete vegetation cutting on the 94-mile circuit.

Abandoned Buildings Registry: \$34,000 Collected

Mayor Starrs wanted the committee and residents to know how much money was collected by the Township to date.

NEW BUSINESS

MSI Cyber Security

Motion was made by Mayor Starrs, second by Committeewoman Cuntala and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipp—yes, Van Horn—yes, Starrs—yes to accept the MSI Cyber Security quote.

2020 Staff Goals for Knowlton Township

Motion was made by Mayor Starrs, second by Committeewoman Cuntala and approved by an all-in-favor to accept Mayor Starrs Staff Goals to be discussed during a staff meeting with a change of adding to have DPW send a monthly report. Committee also agreed to allot an expense of \$100 to have sandwiches during the staff meeting.

Health Benefits Policy

Clerk Shipp explained that the Health Benefits Policy in the Employee Personnel Manual does not follow the state's Health Benefits policy. Clerk Shipp requested to have the wording changed in the manual to state "Health benefits will be available to all full-time employees according to New Jersey State Health Benefits Program."

Motion was made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve to have the Health Benefits Policy changed.

Congressman Gottheimer's Mayor Day-Meeting with Federal Highway Administration

Mayor Starrs went to this event and found out that the money that is being used for the Rockwall Mitigation project can be used for any highway safety improvement project. The bad news that NJDOT is the only one that can stop the project.

Mayor Starrs also learned that there is a grant for air packs. Belvidere and Hope both received air packs through this grant. Congressman Gottheimer's office agreed to help with the wording of the grant because it is complicated. Mayor Starrs said that the grant is due in the beginning of March so does not give them a lot of time.

Mayor Starrs read an email from Mike Bates regarding a braking system that needs repair on one of the trucks. Deputy Mayor Shipps will reach out to Knowlton Fire & Rescue asking for the 3 quotes for They will allot \$1,500 to go toward a grant writer.

Application for Fire & Rescue Volunteer

Motion was made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve to accept the Knowlton Township Volunteer Application of Travis Christine.

CORRESPONDENCE

Letter from Sierra Club

Motion was made by Mayor Starrs, second by Committeemen McNinch and carried to approve to write a letter in support of the Sierra Club's request for a "charrette," or mediation, with the Route 80 rockwall.

JCP&L Tree Trimming

Tree trimming will begin for the Pequest line in March. Clerk Shipps will put the list of roads on the website.

MEETING MINUTES

January 6, 2020 Executive Session Meeting Minutes--**Motion was made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve January 6, 2020 Executive Session Meeting Minutes.**

January 6, 2020 Reorganization Public Session Meeting Minutes--**Motion was made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve January 6, 2020 Reorganization Public Session Meeting Minutes.**

January 13, 2020 Executive Session Meeting Minutes—**Motion was made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve January 13, 2020 Executive Session Meeting Minutes.**

January 13,2020 Public Session Meeting Minutes--**Motion was made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve January 13, 2020 Public Session Meeting Minutes.**

PUBLIC COMMENT

Resident Vincent Gaeta asked for an update for the Columbia Dam project. Mayor Starrs said the Beth Styler Barry will be at the next meeting to provide an update.

Mr. Gaeta asked if there was ever going to be the updates to the Verizon Wireless towers. Mr. Gaeta stated that it could be a safety issue because the firehouse does not get service. Attorney Cushing suggested sending a letter to the FDC and coping the congressman on it. Motion was made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve to write the letter. Mr. Gaeta also asked about the taxes on the foreclosed properties. Committeeman McNinch explained that the county and school taxes no longer need to be paid since the Township now owns them.

Mr. Gaeta asked about the courts' deficit. Committeeman McNinch explained that the revenue goes up and down a lot throughout the years, and the number of tickets fluctuates a lot as well. Mr. Gaeta asked if anyone

did an analysis to show which town has the largest volume. Committeeman McNinch responded that it was Knowlton.

EXECUTIVE SESSION

Motion made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve to go in to Executive Session at 9:50 pm.

Resolution 2020-41 RESOLUTION AUTHORIZING EXECUTIVE SESSION

WHEREAS, the Open Public Meetings Act; N.J.S.A. 10:4-6 et seq., declares it to be the public policy of the State to insure the right of citizens to have adequate advance notice of and the right to attend meetings of public bodies at which business affecting the public is discussed or acted upon; and

WHEREAS, the Open Public Meetings Act also recognized exceptions to the right of the public to attend portions of such meetings; and

WHEREAS, the Mayor and Township Committee find it necessary to conduct an executive session closed to the public as permitted by the N.J.S.A. 40:4-12; and

WHEREAS, the Mayor and Township Committee will reconvene in public session at the conclusion of the executive session;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Knowlton Township, County of Warren, State of New Jersey that they will conduct an executive session to discuss the following topic (s) as permitted by N.J.S.A. 40:4-12:

- A. Contract Negotiations
- B. Attorney Advice

BE IT FURTHER RESOLVED that the Mayor and Township Committee hereby declare that their discussion of the subject (s) identified above may be made public at a time when the Township Attorney advises them that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the Township or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Mayor and Township Committee, for the reasons set forth above, hereby declare that the public is excluded from the portion of the meeting during which the above discussion shall take place.

Motion was made by Committeewoman Cuntala, second by Mayor Starrs and carried to approve to go back into public session at 10:12 p.m.

ADJOURNMENT

Motion was made by Mayor Starrs, second by Committeewoman Cuntala and carried to adjourn tonight's Township meeting at 10:12 p.m.

Respectfully submitted,
Kristin Shipps
Municipal Clerk