

TOWNSHIP OF KNOWLTON
WARREN COUNTY, NEW JERSEY

July 11, 2016

The monthly meeting of the Knowlton Township Committee was held on this date at the Municipal Building, 628 Route 94, Columbia, New Jersey. This meeting was called to order at 7:02 p.m. by Mayor Adele Starrs.

The Mayor read the following statement in compliance with the "Open Public Meetings Act". In accordance with Chapter 231 of the Public Laws of 1975, notice of this meeting was given by way of publication with the Star Gazette and/or the Express-Times, filed in the Municipal Clerk's Office and posted in the Knowlton Municipal Building.

Mayor Starrs led the public in the pledge of allegiance.

Roll Call:

Present: Committeewoman Kathy Cuntala, Committeeman Ronald Farber, Committeeman Rene Mathez, Committeewoman Debbie Shipps and Mayor Adele Starrs

Also present: Township Engineer Ted Rodman and Attorney Dick Cushing

Payment of the Bills:

Motion to approve payment of bills was made by Mayor Starrs, seconded by Committeewoman Cuntala. Discussion arose regarding the bill for CenturyLink and reimbursement for the Zoning Officer. These bills will be further reviewed and were removed for approval. Mayor Starrs would also like to see a purchase of a wood chipper for next year.

Roll Call

Ayes: Committeewoman Cuntala– Y Committeeman Mathez- Y Committeeman Farber- Y Mayor Starrs – Y Committeewoman Shipps- Y

Nays: None

Absent: None

Ken Metcalf, Historic Commission: Was not present.

Acting Municipal Clerk Kristin Shipps was sworn in by Attorney Dick Cushing, Esq.

Executive Session:

Motion to go into Closed Session: Mayor Starrs. Seconded by Committeewoman Shipps at 7:12.

Motion was made by Mayor Starrs, Seconded by Committeewoman Cuntala and carried to come out of Closed Session at 7:43 and return to Regular Session.

Public Comment:

Donna Connelly and Chuck Connelly voiced their concerns for the safety of their daughter who is going into the 7th grade. Her bus stop has no lighting, sidewalks and no place for a child to stand. The bus comes at 6:45 when it is still dark. The Connellys have called the school board of education and no one helped them. Mayor Starrs said that the committee can try to help but the Board of Education is not under the Committee's jurisdiction and is responsible for bussing. Committeewomen Shipps offered to call North Warren of behalf of the committee.

Mr. VanHorn made comment regarding minutes from 2011. He stated that he does not remember passing the minutes. Mayor Starrs explained that she has proof that the minutes were passed and that it will be up for discussion later in the meeting. Mayor Starrs had said that the minutes were on the agenda for the past three meetings.

David Neil, EMS captain, was invited by Committeeman Mathez to give an update on the EMS coverage transition. An email from Rodney Woolf, Monroe County Operation Supervisor, was read to the public. It stated there was a successful start and 5 out of 8 full time employees necessary for the operation were hired. They also hired 2 per diem staff members and are continuing with the hiring process. They have hired qualified EMTs with knowledge of routes in Warren County and are continuing to interview for the remaining position. David Neil personally would like to thank the Committee for their help and guidance and is very happy to be working with the township. EMTs have been driving around to familiarize themselves with the area. So far everything has gone very smoothly and there is open communication with Rodney Woolf. Mayor Starrs asked if any Knowlton residents were hired. There are 2 from Phillipsburg 1 from Oxford, none from local township but there are 4 full time slots left. David did not know who has applied for the positions.

Resolutions:

2016-77 Authorizing the Re-Insertion of Minutes 11/14/2011

Under Attorney Cushing's advice, Committeewoman Shipps, Committeewoman Cuntala and Mayor Starrs should abstain on Roll Call since they were not present when the minutes were approved.

RESOLUTION AUTHORIZING THE RE-INSERTION OF MINUTES

WHEREAS, a recent review has shown that public meeting minutes were omitted from Knowlton's records; and

WHEREAS, the Township wished to keep records as complete as possible; and

WHEREAS, minutes of the public session meetings that occurred on November 14, 2011 have been located.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee authorizes the Acting Clerk to reinsert these minutes into the official books.

Dated: July 11, 2016

Motion: Mayor Starrs

Second: Committeewoman Cuntala

Motion carried

Roll Call:

Committeewoman Shipps- abstain

Committeeman Farber -yes

Committeewoman Cuntala-abstain

Committeeman Mathez-yes

Mayor Starrs- abstain

CERTIFICATION

I, Kristin Shipps, Acting Municipal Clerk of the Township of Knowlton hereby certified that the foregoing Resolution is a true copy of a Resolution adopted by the Knowlton Township Committee at meeting held on the 11th day of July 2016.

Kristin Shipps

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Resolutions:

2016-78 Authorizing the Minutes to be Inserted into the Minute Book with a Disclaimer June 28, 2012

RESOLUTION #2016-78

RESOLUTION AUTHORIZING THE MINUTES TO BE INSERTED TO THE MINUTE BOOK WITH A DISCLAIMER

WHEREAS, a recent review has shown that public meeting minutes were omitted from Knowlton's records; and

WHEREAS, the Township wished to keep records as complete as possible; and

WHEREAS, minutes of the public session meetings that occurred on June 28, 2012 have been located.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee authorizes the Acting Clerk to reinsert these minutes into the official books with disclaimer.

Dated: July 11, 2016

Motion: Mayor Starrs

Second: Committeewoman Shipps

Motion carried

Roll Call:

Committeewoman Shipps- abstain

Committeeman Farber- no

Committeewoman Cuntala- abstain

Committeeman Mathez- yes

Mayor Starrs- abstain

CERTIFICATION

I, Kristin Shipps, Acting Municipal Clerk of the Township of Knowlton hereby certified that the foregoing Resolution is a true copy of a Resolution adopted by the Knowlton Township Committee at meeting held on the 11th day of July 2016.

Kristin Shipps
Acting Municipal Clerk

Ordinance:

2nd Reading and Public Hearing

2016-09 Authorizing the Sale for Nominal Consideration of an Ambulance to the Knowlton Fire and Rescue

ORDINANCE #2016-09

ORDINANCE AUTHORIZING THE SALE FOR NOMINAL CONSIDERATION OF AN AMBULANCE TO THE KNOWLTON FIRE AND RESCUE

WHEREAS, the Township of Knowlton purchased a 1996 ambulance, Ford Van VIN #1FDKE 30F3T HBB309 54 ("Ambulance") for use by Knowlton Fire and Rescue; and

WHEREAS, the Ambulance has reached the end of its useful life and needs to be replaced; and

WHEREAS, the Township of Knowlton has determined that the Ambulance is no longer needed for municipal purposes; and

WHEREAS, Knowlton Fire and Rescue has agreed to accept the donation of the title to the Ambulance and will use the proceeds from any sale of the Ambulance for fire and rescue purposes; and

WHEREAS, N.J.S.A. 40A:12-21 authorizes a governing body by Ordinance to sell for nominal consideration to certain organizations unneeded personal property without compliance with other laws governing the disposal of personal property by municipalities; and

WHEREAS, Knowlton Fire and Rescue is a type of organization to which unneeded personal property may be sold for a nominal consideration

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Committee of the Township of Knowlton, County of Warren, State of New Jersey, as follows:

1. It is hereby authorized that the Ambulance will be sold to Knowlton Fire and Rescue for \$1.00.
2. The Ambulance shall be used by Knowlton Fire and Rescue only for volunteer fire and rescue services, or may be sold as appropriate, but may not be used for commercial business, trade or manufacture, and if the Ambulance, or the proceeds from the sale thereof, are not used in accordance with the limitations set forth herein, ownership of the Ambulance, or the proceeds from the sale thereof, shall revert back to the Township of Knowlton.

Motion-Committeemen Farber and Second by Mayor Starrs to go into Public Hearing

Motion was approved by Committeewomen Shipps, Committeeman Mathez Committeewomen Cuntala
Nay- none

No public comment made

Motion made by Mayor Starrs and seconded by Committeewoman Cuntala to close public hearing.

Motion was approved by Committeewoman Shipps, Committeeman Farber, Committeeman Mathez
Nay- none

Motion made by Committeeman Farber and seconded by Committeeman Mathez to adopt ordinance.

Roll Call:

- Committeewoman Shipps- yes
- Committeeman Farber- yes
- Committeewoman Cuntala- yes
- Committeeman Mathez- yes
- Mayor Starrs- yes

Ordinance:

2016-10 Salary Ordinance is being put on hold until next meeting. There needs to be communication with the CFO.

Old Business

General Code

Motion made by Mayor Starrs and seconded by Committeewoman Cuntala to approve quote of \$4, 735. Dick Cushing's, Esq., recommendation is to have the Committee go through the ordinances that were sent to General Code before ordering. Committeeman Farber, Committeeman Mathez and Committeewoman Cuntala have agreed to do this.

Roll Call:

Committeewoman Shipps- yes
Committeeman Farber- yes
Committeewoman Cuntala- yes
Committeeman Mathez- yes
Mayor Starrs- yes

NJDOT:

Update on Pavement project for Route 46, Route 80 to Walnut Road, public meeting being held in September at our Municipal Building in which DOT will host.

Draft Referendum for the Columbia Dam

Motion was made by Mayor Starrs and seconded by Committeewoman Cuntala to approve the Draft Referendum with changes suggested by Committeeman Mathez and Committeeman Farber.

Motion was approved by Committeewoman Shipps, Committeeman Mathez, Committeeman Farber.

Nay- none

Flood Insurance:

Motion made by Mayor Starrs and seconded by Committeeman Mathez for Mayor Starrs to sign in order to start the application in order for our residents to save on flood insurance. The initial savings will be 10%.

Motion was approved by Committeewoman Shipps, Committeewoman Cuntala, Committeeman Farber.

Nay- none

Results of Electric Bid for Ramsaysburg and Awarding Contract

Motion was made by Mayor Starrs and seconded by Committeewoman Cuntala to award the bid to Shade Tree Electric: \$72,899 (Minus Option #2).

Roll Call

Committeewoman Shipps- yes
Committeeman Farber- yes
Committeewoman Cuntala- yes

Committeeman Mathez- yes
Mayor Starrs- yes

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Salt Update

Mayor Starrs reported that the DEP conducted a second round of townwide testing for salt in well water. The Township Building is still high. The other 28 wells did not change. There has not been a huge seasonal difference from when they first tested prior to the winter and this spring. A letter from the DEP stated that it was premature to give a preliminary conclusions. NJDEP senior staff are meeting next to review the results to determine recommendations to make for Knowlton.

Winter Maintenance

Mayor Starrs, Committeeman Mathez and Ted Rodman met with DOT and Joint Toll Bridge Commission and Warren County to talk about winter maintenance. DOT is willing to make the winter maintenance that we did this past winter permanent with a contract. The Committee will wait on the report from the DEP before making a final decision on this contract.

Columbia Townwide Roadside Trimming

Mayor Starrs reported that a number of complaints have been received regarding roadside trimming. Motion was made by Committeeman Mathez seconded by Mayor Starrs to have the road department make the roadside trimming a high priority.

Motion was approved by Committeewoman Shippis, Committeewoman Cuntala, Committeeman Farber.

Nay- none

Mayor Starrs also mentioned that she would like to make new equipment a high priority for next year's budget.

Parking Permits for Campgrounds

Motion was made by Committeeman Farber and seconded by Committeewoman Cuntala to issue 10 parking permits to Camp Taylor for them to laminate and reissue to their campers.

Motion was approved by Committeewoman Shippis, Committeeman Mathez, Mayor Starrs

Nay- none

Cemetery Road: COAH House

3 Cemetery Road has a reverse mortgage on the home and has no equity. It is recommended by the County not to proceed with this house as a COAH house. The Committee agreed.

Cell phones

Committeewoman Shippis has been calling around to get quotes on getting new cell service. Also questioned if the Road Dept. needs smartphones. Supervisor is the only one who uses a smartphone. Does not matter what cell phone provider we use, just go with the best deal.

150 Vail Road

Committeewoman Shippis is proceeding in talking with heirs to get on the property and demo it.

Gypsy Moth

Committeeman Farber mentioned that we did get paid from the state. Gypsy moth spraying cost roughly \$10,000.00 and we have been reimbursed by the state for roughly \$2,900.00.

New Business

Recreation Center/Knowlton Field

Committeewoman Shipps was approached by the Anderson family, who thinks that we have done a fantastic job, their only complaint is that the bathrooms are always closed unless there is someone there to open.

Speeding on Washington St.

Committeeman Mathez brought up speeding in the village of Columbia. Motion was made by Committeeman Mathez and seconded by Mayor Starrs to write a letter to the DOT asking for stop signs and paint to reinforce stop signs.

Motion was approved by Committeewoman Shipps, Committeewoman Cuntala, Committeeman Farber.

Nay- none

Lions Club Event

Mayor Starrs received complaints about parking during the recent Truck Raffle event. Bill Clifford mentioned that they are aware and it's a priority to address for next year.

Septic System Contract

Mayor Starrs signed the contract in order for Bill Clifford, to start work on 622 Route 94. Also need to have a day where they can close the Knowlton Municipal building in order for the Water tank to be replaced.

Hunters Lodge Motel: Place to Place Transfer Public Hearing

Motion was made by Committeeman Farber and seconded by Mayor Starrs to go into public hearing.

Public Comments:

Public asked why a place to place was needed. Acting Clerk Judith Fisher explained because of new ownership, this is required by ABC. Another public comment welcomed Hunters Lodge and noted what a fine job they are doing and that the place looks fantastic.

Motion was made by Mayor Starrs and seconded by Committeewoman Cuntala to close the public hearing.

Motion was approved by Committeewoman Shipps, Committeeman Farber, Committeeman Mathez

Nay- none

Motion was made by Committeeman Farber and seconded by Mayor Starrs to approve Place to Place Transfer for Hunters Lodge.

Roll Call

Committeewoman Shipps- yes
Committeeman Farber- yes
Committeewoman Cuntala- yes
Committeeman Mathez- yes
Mayor Starrs- yes

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Approval of the Minutes:

Motion made by Committeewoman Cuntala and seconded by Mayor Starrs to approve the February 8, 2016 Executive Session minutes

Motion was approved by Committeewoman Shipps, Committeeman Farber, Committeeman Mathez

Nay- none

Motion made by Committeeman Mathez and seconded by Committeewoman Cuntala to approve May 26, 2016 public minutes.

Motion was approved by Committeewoman Shipps, Committeeman Farber, Mayor Starrs

Nay- none

Motion made by Committeeman Mathez and seconded by Mayor Starrs to approve May 26, 2016 Executive Session Minutes.

Motion was approved by Committeewoman Shipps, Committeeman Farber, Committeewoman Cuntala

Nay- none

June 13, 2016 monthly meeting minutes tabled for next meeting.

Motion made by Committeewoman Cuntala and seconded by Committeewoman Shipps to approve both sets of Executive Session minutes for June 13, 2016.

Motion was approved by Committeeman Farber, Committeeman Mathez, Mayor Starrs.

Nay- none

Motion made by Committeeman Farber and seconded by Mayor Starrs to approve Public Meeting minutes for June 23, 2016.

Motion was approved by Committeewoman Shipps, Committeeman Mathez, Committeewoman Cuntala

Nay- none

Adjournment

A motion was made by Mayor Starrs, seconded by Committeewoman Cuntala and carried to adjourn tonight's meeting of the Knowlton Township Committee at 10:08 pm.

Respectfully submitted,
Kristin Shipps
Acting Municipal Clerk