

**MINUTES OF KNOWLTON TOWNSHIP  
WARREN COUNTY, NEW JERSEY  
PUBLIC MEETING MINUTES  
July 9, 2018**

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 7:05 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: Deputy Mayor Cuntala, Committeeman McNinch, Committeewoman Shipps and Mayor Starrs

Absent: Committeeman Van Horn

Also present was Township Engineer Ted Rodman, DPW Supervisor Brian Peck and Township Attorney Richard Cushing

**EXECUTIVE SESSION**

**Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala, and approved by an all-in-favor to go into Executive Session at 7:06 pm**

Resolution 2018- 95 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. Litigation Update

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 Deputy Mayor Cuntala and approved by an all-in-favor to return to public session at 7:30pm**

### **PUBLIC COMMENT**

Resident Mitchell Pfeiffer went to Columbia Lake and it was not as bad as he thought it would be. Mayor Starrs said she had gone on a tour with the Nature Conservancy and they offered to make the tour available to the public. Mayor Starrs will get some dates together and prepare a signup sheet.

Resident Clifford Chasin commented on not being able to hear the committee members clearly and asked if the committee has considered putting in a system to help those who have hearing issues. Mayor Starrs had looked into that from information that Mr. Chasin had provided to her but the cost was extremely high. Attorney Cushing recommended looking into if there are any grants available and to also speak with Sharon Cooper, the township's Local Risk Manager, to get information from Statewide.

### **DEPARTMENT REPORTS**

#### **Township Engineer Ted Rodman**

Simpson Road problem statement— still have not heard anything from NJDOT.

Kill/Station Road— just waiting on the okay to start paving.

Simpson Road Project— a punch list was provided to Sam Milron, which needs to be completed.

Travel Center currently has a temporary CO. Fire company wanted some additions.

Speed limit on Koeck Road— DPW Supervisor found an ordinance which states what the speed limit should be. There are some speed limit signs missing that will be replaced. Mr. Rodman commented that Koeck Rd. also goes into Hope Township and they would have to agree if there were to be any speed limit change.

Cell phone tower modifications— Crown Castle is looking to do some modifications to the cell tower. Mr. Rodman believes that they can do modification without site plans.

#### **DPW Supervisor Brian Peck**

First round of roadside mowing has been completed. Preparation has started for Kill/Station Road repaving. Crack sealing has been completed on Koeck and Walnut Rd. Mr. Peck is looking into eliminating the "Y" intersection on Bruglar rd. He has been in contact with Warren County Assistant Engineer. Discussion regarding the warranty on the snow plow took place and the committee agreed that the 5-year extended warranty would be the best option.

Mayor Starrs explained to Mr. Peck that the resolution to purchase the snow plow truck was not prepared in time for tonight's meeting. Mr. Peck explained that the sales rep is holding the truck for him and that there is only one truck left so a delay could cause them to lose the truck for this season. Attorney Cushing agreed to prepare the resolution during the township meeting.

## **ORDINANCES**

### **Public Hearing/Adoption**

**2018-04** An Ordinance to Establish Standards for the Registration and Maintenance of Vacant and Abandoned Residential Properties

WHEREAS, mortgage foreclosures often result in the abandonment and neglect of residential properties; and

WHEREAS, P.L. 2014, c. 35, authorizes municipalities to adopt ordinances for the purpose of regulating the care, maintenance, security and upkeep of the exterior of vacant and abandoned residential properties for which a creditor has filed an action to foreclose; and

WHEREAS, it is in the public interest for the Township of Knowlton to establish a mechanism to identify and track vacant and abandoned residential properties in the Township which are in foreclosure, to establish standards for the maintenance of those properties and to enforce those standards of maintenance;

WHEREAS, the Township Committee has received evidence there are abandoned and vacant buildings and structures in the Township which are hurting property values, the existence of which are interfering with the marketing and sale of neighboring or nearby real estate and the existence of such buildings and structures can become a gathering place for vandals, the growth of noxious weeds and the development of vermin and other pests; and

WHEREAS, the Township Committee wishes to identify, regulate and encourage owners of such vacant or abandon buildings, structures and properties to address the community problems that results from their derelict condition and to take steps to correct, update, make safe and to eliminate those conditions which harm the community in order that the public good may be advanced.

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

### **Section 1**

A new section § \_\_\_\_\_. is to be added to the Code of the Township of Knowlton entitled "Registration and Maintenance of Vacant and Abandoned Properties" as follows:

A. Definitions. As used in this section, the following terms shall have the meanings indicated:

ABANDONED PROPERTY — As defined in accordance with the Abandoned Properties Rehabilitation Act, N.J.S.A. 55:19-78 et seq., shall mean the following:

- (1) Except as provided in Section 6 of P.L. 2003, c. 210 (N.J.S.A. 55:19-83), any property that has not been legally occupied for a period of at least six months and which meets any one of the following additional criteria may be deemed to be abandoned property upon a determination by the public officer that:
  - (a) The property is in need of rehabilitation in the reasonable judgment of the zoning officer, and no rehabilitation has taken place during that six-month period;
  - (b) Construction was initiated on the property and was discontinued prior to completion, leaving the building unsuitable for occupancy, and no construction has taken place for at least six months as of the date of a determination by the public officer pursuant to this section;
  - (c) At least one installment of property tax remains unpaid and delinquent on that property in accordance with Chapter 4 of Title 54 of the Revised Statutes as of the date of a determination by the zoning officer pursuant to this section; or
  - (d) The property has been determined to be a nuisance by the zoning officer in accordance with Section 5 of P.L. 2003, c. 210 (N.J.S.A. 55:19-82).
- (2) A property which contains both residential and non-residential space may be considered abandoned pursuant to P.L. 2003, c. 210 (N.J.S.A. 55:19-78 et seq.) so long as two-thirds or more of the total net square footage of the building was previously legally occupied as residential space and none of the residential space has been legally occupied for at least six months at the time of the determination of abandonment by the public officer and the property meets the criteria of either Subsection (1)(a) or Subsection (1)(d) of this Subsection A.

#### EVIDENCE OF VACANCY —

- (1) Any condition that on its own or combined with other conditions present would lead a reasonable person to believe that the property is or has been vacant for three or more months. Such evidence would include, but is not limited to, evidence of the existence of two or more of the following conditions at a property: overgrown or dead vegetation; accumulation of newspapers, circulars, flyers or mail; past-due utility notices or disconnected utilities; accumulation of trash, junk or debris; the absence of furnishings or personal items consistent with residential habitation; infestation by insects, vermin, rats or other pests; windows or entrances that are boarded up or closed off; multiple window panes that are damaged, broken or unrepaired; doors that

are smashed, broken, unhinged or continuously unlocked; or any uncorrected violations of a municipal building, housing or similar code existing for three months or more without reasonable efforts being made by the owner to remedy.

- (2) Property determined to be "abandoned property" in accordance with the meaning of such term in the Abandoned Properties Rehabilitation Act, N.J.S.A. 55:19-78 et seq., shall also be deemed to be vacant property for the purposes of this section.

**OWNER** — Shall include the title holder, any agent of the title holder having authority to act with respect to a vacant property, any foreclosing entity subject to the provisions of C.46:10B-51 (P.L. 2008, c. 127, § 17), or any other entity determined by the Township of Knowlton to have authority to act with respect to the property.

**VACANT PROPERTY** -Any structure, or building used or to be used as a residence for which there is Evidence of Vacancy and which is not legally occupied or at which substantially all lawful construction operations or residential occupancy has ceased for a period of at least three months, and any commercial property that has not been legally occupied or at which substantially all lawful construction operations have ceased for a period of at least three months,

and which exhibits evidence of vacancy such that a reasonable person would believe that the property is vacant. Any property that contains all building systems in working order, is being maintained on a regular basis, has not been cited by the Township for any violation of municipal ordinance within such time and is being actively marketed by its owner for sale or rental shall not be deemed vacant.

**B. General requirements.**

- (1) The owner of any vacant or abandoned property as defined herein shall, within 30 days after the building becomes vacant property or within 30 days after assuming ownership of the vacant property, whichever is later; or within ten (10) calendar days of receipt of notice from the Township, and annually thereafter, file a registration statement for each such vacant property with the Township Clerk on forms provided by the Office the Clerk for such purposes. The registration shall remain valid until the end of the calendar year. The owner shall be required to renew the registration annually, no later than January 31, as long as the building remains vacant property and shall pay a registration or renewal fee in the amount prescribed in Subsection D of this section for each vacant property registered. Any failure to receive notice from the Township shall not constitute grounds for failing to register the aforesaid properties.

- (2) Any owner of any building that meets the definition of "abandoned" or "vacant property" shall file a registration statement for that property on or before September 1 of the

current year. The registration statement shall include the information required under Subsection C of this section, as well as any additional information that the Clerk may reasonably require.

- (3) The owner shall notify the Clerk within 30 days of any change in the registration information by filing an amended registration statement on a form provided by the Clerk for such purpose.
- (4) The registration statement shall be deemed prima facie proof of the statement therein contained in any administrative enforcement proceeding or court proceeding instituted by the Township of Knowlton against the owner or owners of the building.

C. Registration statement requirements; property inspection.

- (1) After filing a registration statement or a renewal of a registration statement, the owner of any vacant or abandoned property shall provide access to the Township of Knowlton Code Enforcement Official if requested, following reasonable notice, during the period covered by the initial registration or any subsequent renewal. If an inspection is required of the interior of the property due to complaints or other cause, the fee for such inspection shall be the same as that for a certificate of occupancy inspection as provided in the applicable provisions of the Code of the Township of Knowlton.
- (2) The registration statement shall include the name, street address, email address and telephone number of a natural person 21 years of age or older, designated by the owner or owners as the authorized agent for receiving notices of code violations and for receiving process in any court proceeding or administrative enforcement proceeding, on behalf of such owner or owners in connection with the enforcement of any applicable code. The designated agent must have a contact number that will be available 24 hours per day on an emergency basis. The statement shall also include the name of the person responsible for maintaining and securing the property, if different from the designated agent.
- (3) An owner who is a natural person and who meets the requirements of this section as to availability of a contact number on a twenty-four-hour emergency basis may designate himself or herself as agent.
- (4) By designating an authorized agent under the provisions of this section, the owner consents to receive any and all notices of code violations concerning the registered property and all process in any court proceeding or administrative enforcement proceeding brought to enforce code provisions concerning the registered building by service of the notice or process on the authorized agent. Any owner who has designated an authorized agent under the provisions of this section shall be deemed to consent

to the continuation of the agent's designation for the purpose of this section until the owner notifies the Township of Knowlton of a change of the authorized agent or until the owner files a new annual registration statement. The designation of an authorized agent in no way releases the owner from any requirement of this section.

- D. Fee schedule. The initial registration fee for each building shall be \$500. The fee for the first renewal is \$1,500. The fee for any subsequent renewal is \$3,000. After five years, the registration fee shall be \$5,000.

Vacant and Abandoned Property Registration Fee Schedule

Registration	Fee
Initial registration	\$500
First renewal	\$1500
Any subsequent renewal up to five years	\$3000
After five years	\$5,000

- E. Requirements for owners of vacant and abandoned property. The owner of any building that has become vacant and abandoned property, and any person maintaining, operating or collecting rent for any such building that has become vacant, shall, immediately:

- (1) Post a sign affixed to the inside of the building indicating the name, address and telephone number of the owner, the owner's authorized agent for the purpose of service of process (if designated pursuant to Subsection C of this section), and the person responsible for the day-to-day supervision and management of the building,

if such person is different from the owner holding title or authorized agent. The sign shall be of a size and placed in such a location so as to be legible from the nearest public street or sidewalk, whichever is nearer, but shall be no smaller than 15 inches by 17 inches; and

- (2) Enclose and secure the building against unauthorized entry as provided in the applicable provisions of the Code of the Township of Knowlton and maintain the sign required in Subsection E (1) above until the building is again legally occupied or demolished or until repair or rehabilitation of the building is complete; and

- (3) Make provision for the maintenance of the lawn and yard, including regular grass

cutting as required by the applicable provisions of the Code of the Township of Knowlton; and

- (4) Make provision for the cessation of the delivery of mail, newspapers and circulars to the property, including having the property listed on the exclusion list maintained by the Township of Knowlton Clerk for the delivery of circulars and advertisements to the property; and
- (5) Make provision for the winterizing of the property by the cessation of water service to the property and the draining of water lines; and
- (6) Make provision for the cessation of electric or gas utility services to the property; and
- (7) Make provision for the regular maintenance of the exterior of the property.

F. Administration

1. Enforcement: The Zoning Officer shall enforce this ordinance
2. Notice to Owner: If the Zoning Officer believes a property is in violation of this ordinance, he/she shall give 30 days written notice to the Owner that the property is considered vacant or abandoned and in said notice shall provide the reasons for this determination. The owner, within said 30 day period, may object to such a determination and may provide such written information establishing the property is not abandoned or vacant. The zoning officer shall make a final determination within 10 business days of the date of the receipt of the written objection from the property owner and serve that determination upon the Owner by regular mail and email, if available.

G. Appeal: The Owner appeal the determination of the Zoning Officer to the Township Committee within 10 business days of the date of the Zoning Officer's final determination and a hearing shall be scheduled before the Township Committee at which the Owner may present arguments and evidence as to why the property is not either abandoned or vacant. Interested parties may also present evidence. The Township Committee shall issue a written decision within 10 days from the date of the hearing.

H. Additional Rules: The Township Committee may issue rules and regulations for the



administration of the provisions of this section.

I. Violations and penalties.

- (1) Any owner who is not in full compliance with this section or who otherwise violates any provision of this section or of the rules and regulations issued hereunder shall be subject to a fine of \$1,500.00 for each offense. Every day that a violation continues shall constitute a separate and distinct offense. Fines assessed under this section shall be recoverable from the owner and shall be a lien on the property.
- (2) For purposes of this section, failure to file a registration statement in time, failure to provide correct information on the registration statement, failure to comply with the provisions of Subsection E of this section, or such other matters as may be established by the rules and regulations of the Committee of the Township of Knowlton shall be deemed to be violation of this section.

J. Compliance with other provisions. Nothing in this section is intended to nor shall be read to conflict or prevent the Township of Knowlton from taking action against buildings found to be unfit for human habitation or unsafe structures as provided in applicable provisions of the Code of the Township of Knowlton and/or the Uniform Construction Code. Further, any action taken under any such code provision other than the demolition of a structure shall not relieve an owner from its obligations under this section.

■

REPEAL

All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

■ ■

SEVERABILITY

If any section, subsection, clause or phrase of this ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the remaining portions of this ordinance.

III

EFFECTIVE DATE

This Ordinance shall take effect 20 days after final passage and publication according to law.

NOTICE IS HEREBY GIVEN that the foregoing Ordinance was introduced to pass on first reading at a regular meeting of the Township of the Township of Knowlton held on May 24, 2018 and ordered published in accordance with the law. Said Ordinance will be considered for final reading and adoption at a meeting of the Township Committee to be held on July 9, 2018, at 7:00 p.m., or as soon thereafter as the Township Committee may hear this Ordinance at the Knowlton Township Municipal Building; at which time all persons interested may appear for or against the passage of said Ordinance.

**Motion was made by Mayor Starrs, second by Deputy Mayor Cuntala and approved by an all-in-favor to open public comment.**

Resident Rene Mathez asked what triggers the requirements for registration. Mayor Starrs read the state definition which is in the Ordinance for abandoned property. Resident Nancy O'Neill asked if the township takes ownership of the property. Mayor Starrs explained that the township does not take ownership and that if the property falls under the requirements they need to register with the township. If there are circumstances that prevent you from being in your home for a long time, a letter can be sent to the Zoning officer to have your name removed from the list. If your name remains on the list you can present your case to the township committee. If you do trigger the requirements then that will require a fee. Mayor Starrs also read the state definition which is in the Ordinance for vacant property. Mr. Mathez asked how the ordinance affects farmers. Mayor Starrs said that the ordinance did not have any language pertaining to farms, but if the farm was abandoned and fell into these conditions, it could be subject to the ordinance.

Resident Sharon Peck asked why there is not targeting commercial properties. Attorney Cushing read a part that would address commercial. Resident Pam Rusweiler is in support of this ordinance because abandoned and vacant homes bring down the value of the homes in the area. Bill Clifford asked if the property registration is public record. Mr. Clifford said if it's public knowledge, a robber can come and get the information. Mayor Starrs explained that the robber would need to file an OPRA request with the town clerk first with their information. Resident Nancy O'Neill asked if residents will be notified about this Ordinance if it passes.

**Motion was made by Mayor Starrs, second by Deputy Mayor Cuntala and approved by an all-in-favor to close public comment.**

**Motion was made by Mayor Starrs, second by Deputy Mayor Cuntala and approved by a roll call vote: Cuntala—yes, McNinch—no, Shipps—yes, Van Horn—absent, Starrs—yes to adopt Ordinance 2018-04.**

#### **Public Hearing/Adoption**

#### **2018-05 An Ordinance to Provide for the Purchase of DPW Equipment—Chipper within the Township of Knowlton and to Provide for the Funding Thereof**

BE IT ORDAINED the Township Committee of the Township of Knowlton, County of Warren and State of New Jersey, that the following be properly authorized:

Purchase of DPW Equipment - Chipper - \$42,000.00

BE IT FURTHER ORDAINED that the financing for the above is as follows:

FROM CAPITAL IMPROVEMENT FUND \$42,000.00

BE IT FURTHER ORDAINED that the period of usefulness of the improvements is in excess of the five (5) year statutory requirement, and that no debt shall be incurred by the Township for this improvement authorization.

The capital budget conforms with the provisions of this ordinance to the extent of any inconsistency therewith and the resolution promulgated by the Local Finance Board showing full details of the Capital Budget and Capital Program as approved by the Director, Division of Local Government Services as on file with the Municipal Clerk is available for public inspection.

This ordinance shall take effect immediately upon passage and publication in accordance with the law.

**Motion was made by Mayor Starrs, seconded by Deputy Mayor and approved by an all-in-favor to open public comment**

No public comment

**Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala and approved by an all-in-favor to close public comment.**

**Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—yes, Van Horn—absent, Starrs—yes to adopt Ordinance 2018-05.**

**Public Hearing/Adoption**

**2018-06** An Ordinance to Provide for the Purchase of DPW Equipment—Truck With Snow Plow within the Township of Knowlton and to Provide for the Funding Thereof

BE IT ORDAINED the Township Committee of the Township of Knowlton, County of Warren and State of New Jersey, that the following be properly authorized:

Purchase of DPW Equipment – Truck with Snow Plow - \$180,000.00

BE IT FURTHER ORDAINED that the financing for the above is as follows:

FROM CAPITAL IMPROVEMENT FUND \$140,000.00

FROM GENERAL CAPITAL – FUND BALANCE \$ 40,000.00

BE IT FURTHER ORDAINED that the period of usefulness of the improvements is in excess of the five (5) year statutory requirement, and that no debt shall be incurred by the Township for this improvement authorization.

The capital budget conforms with the provisions of this ordinance to the extent of any inconsistency

therewith and the resolution promulgated by the Local Finance Board showing full details of the Capital Budget and Capital Program as approved by the Director, Division of Local Government Services as on file with the Municipal Clerk is available for public inspection.

This ordinance shall take effect immediately upon passage and publication in accordance with the law.

**Motion was made by Mayor Starrs, seconded by Deputy Cuntala, and approved by an all -in-favor to open public comment.**

Resident Jeff Milesky commented at you want to get all the warranties for the truck.

**Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala and approved by an all-in-favor to close public comment.**

**Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala and approved by a roll call - vote: Cuntala—yes, McNinch—yes, Shipps—yes, Van Horn—absent, Starrs—yes to adopt Ordinance 2018-06.**

## **RESOLUTIONS**

### **2018-96 Resolution Approving Policy & Procedures for Federal Aid Projects**

WHEREAS, on August 11, 2017 Knowlton Township was selected to received \$815,000 in funding for the Ramsayburg Homestead Historic Site Restoration; and

WHEREAS, awarded of this grant is contingent upon Knowlton Township's ability to comply with all applicable federal financial management project implementation and oversight regulations; and

WHEREAS, oversight is being provided by NJDOT Division of Local Aid and Economic Development; and

WHEREAS, NJDOT requires that Knowlton Township have policies and procedures in place to administer federally funded aid projects; and

WHEREAS, Knowlton Township has prepared Policies and Procedures for Federal Aid Projects dated June 30, 2018.

NOW, THEREFORE, BE IT RESOLVED, the Policies and Procedures are approved by the Knowlton Township Committee.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that certain revisions to the Policies and Procedures may be required by NJDOT, Knowlton Township or others to comply with all federal state, and other requirements. Committee member Bob McNinch is authorized by the Knowlton Township committee to make any revision if required after notification of revisions has been provided to the Township Committee.

Committeeman McNinch said the Historic Commission received a federal grant that will make the Ramsaysburg Homestead more accessible to the public by putting in bathrooms and other interior renovations. NJDOT requires that specific Policy and Procedures need to be put in place in order to execute the grant. A draft of the Policy and Procedures was forwarded to NJDOT in which NJDOT commented on the draft. One of the comments was that the Policy and Procedures need to be approved by the committee. Committee members discussed fees that may have to go with the grant and changes that may still need to be made if NJDOT should come back with more comments.

**Motion was made by Mayor Starrs, second by Deputy Mayor Cuntala and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—yes, Van Horn—absent, Starrs—yes to Resolution 2018-96 with the amendment that was discussed.**

**Resolution 2018-98** to purchase Mack truck and Chassis was prepared by Attorney Cushing during the meeting. Attorney Cushing read the resolution aloud and will send over the final resolution to Acting Clerk Shipps to be memorialized at the next township meeting.

**Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—yes, Van Horn—absent, Starrs—yes to Resolution 2018-98.**

**Resolution 2018-99** to purchase truck body, plow, tailgate spreader and liquid pre-melting system was prepared by Attorney Cushing during the meeting. Attorney Cushing read the resolution aloud and will send over the final resolution to Acting Clerk Shipps to be memorialized at the next township meeting.

**Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—yes, Van Horn—absent, Starrs—yes to Resolution 2018-99.**

#### **2018-97- 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 was made by Mayor Starrs, seconded by Deputy Mayor Cuntala and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—yes, Van Horn—absent, Starrs—yes to Resolution 2018-97.**

#### **OLD BUSINESS**

#### **Lead Paint Analysis**

Sample was sent back regarding the paint on the wooden portions of the Municipal Building. It contained lead. Mayor Starrs read a draft request for proposal to have the Municipal Building painted.

**Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala and approved by an all-in-favor to accept the request of proposal for painting at the Municipal Building.** Mayor Starrs will post on the Township website.

### **Township owned Tax Lien Foreclosures**

Committeewoman Shipps been in contact with Tax Assessor Rich Moytka and he came up with a list of 10 township-owned tax liens to foreclose on. Township Engineer Rodman will take a look at these 10 properties to see if there are any environmental issues. Attorney Cushing stressed that you need to make sure there are none. Mr. Rodman will also speak with Tax Assessor Rich Moytka since he has been to the properties. Attorney Cushing recommended putting the Gallagher properties on the list as well.

### **Farmland Preservation Update**

Committeeman McNinch explained that he does not believe the Open Space Trust is adequately funded for projects moving forward. Referendum was done in 1997 in order to increase the funding for the Open Space Trust. He would like Knowlton to have another referendum to increase the Open Space tax. Committee agreed to think about it and discuss at the next township meeting.

### **Route 46 Bridge Update**

A meeting was held on June 29th with NJDOT. The design for the project has been finalized. There will be detours due to ramp closures during the project which is expected to start in 3 years.

### **Municipal Phone Lines**

Committeewoman Shipps will be having four phone lines turned off to save money on the Township's phone bill. Three lines are being used for the fire alarm which Acting Clerk Shipps will look to see if we need all three lines. Discussion regarding ACO Alan DeCarolis cell phone number being part of the phone bill. Acting Clerk Shipps will look into that as well.

## **NEW BUSINESS**

### **Truck Stop**

Committeewoman Shipps commented that there have been dogs dropped off at the truck stop. Most of the dogs have found a home but there was one Pitbull that had to be Euthanized because of his demeanor. Committeewoman Shipps asked if the Travel Centers of America has cameras to see who has dropped them off.

### **Gottheimers Mobile office**

Mayor Starrs suggested having a sign-up sheet ahead of time for August 23 from 5:30-6:30 pm and if no one comes we will cancel the mobile office.

### **Delaware Beach**

Discussion regarding the lock that was removed from the gate at Delaware Beach. Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—yes Van Horn—absent, Starrs—yes, to charge residents \$2.00 for non

duplicate keys for access to the Delaware Beach.

### **Roy Ace St. Closure during Lions Club Event**

Resolution 2018-100 was prepared by Attorney Cushing at the meeting in order to grant permission to close Roy Ace Street during Lions Club event on July 14. Attorney Cushing will forward resolution to Acting Clerk Shippo to be memorialized at next township meeting.

**Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala and approved by an all-in-favor to Resolution 2018-100.**

### **Euthanized Dog-discussed during Truck Stop**

### **CORRESPONDENCE**

No Correspondence

### **APPROVAL OF MINUTES**

June 28, 2018 Public Meeting Minutes **tabled to a future meeting due to lack of quorum.**

### **PUBLIC COMMENT**

Resident Pam Rusweiler wanted to thank Committeewoman Shippo for doing all she could for the Pitbull was found and that she does a tremendous job.

Resident Rene Mathez asked what the status on the FEMA buyout. Mayor Starrs said there have been offers made on the homes. They have 30 days from the date of the FEMA appraisals to notify them if they are moving forward.

Resident Sharon Valentine stated that the lights outside need to be cleaned again. She also mentioned about the Knowlton Boat launch and that there is usually trouble going on there.

Resident Pam Rusweiler commented about Decatur Street. The county will not provide speed humps. Maybe a solution could be making Decatur a one-way street. Ms. Rusweiler will draw up a diagram to show the committee her idea.

Resident Rene Mathez asked what the status regarding the consultant who was helping with the salt issue. Mayor Starrs had reached out to him that morning in email and by phone because she had not heard from him in a few months. She is waiting for his return call.

Resident Jeff Milesky said that he was told that if there were more residents at the public hearing opposing the Columbia Dam deconstruction, the NJDEP would not have proceeded with the dam removal.

### **ADJOURNMENT**

Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala, and carried to adjourn tonight's Township meeting at 10:25 p.m.

Respectfully submitted,  
Kristin Shippo  
Acting Municipal Clerk