

**MINUTES OF KNOWLTON TOWNSHIP
WARREN COUNTY, NEW JERSEY
PUBLIC MEETING MINUTES
June 11, 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 7:04 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 Shipp, Committeeman Van Horn and Mayor Starrs

Also present was Township Engineer Ted Rodman 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 7:05 pm

Resolution 2018- 78 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. Contract Negotiations
- B. 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 7:23pm

PUBLIC COMMENT

Resident Jeff Milesky discovered that CBD, a marijuana product that has the medical benefits of marijuana without the psychoactive effects, is being sold at farmers' markets, cigarette shops, and vape shops in the area.

DEPARTMENT REPORTS

Township Engineer Ted Rodman

Mr Rodman provided an update on the Bruglar Rd. driveway permit. The township is waiting on a check for driveway permit. Mr. Rodman will follow up. There are some soft spots of concern that are on Bruglar Rd. Picture will be taken of those spots.

Kill/Station Rd. paperwork for paving is completed and has been sent to NJDOT.
Polkville Rd. there will be a preconstruction meeting for paving. No date has been set yet.

Fire drill took place at the new Travel Center and all went well.

ORDINANCES

Introduction

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 Deputy Cuntala, seconded by Committeewoman Shipps and approved by a roll call vote: Cuntala—yes, McNinch—yes, Shipps—yes, Van Horn—yes, Starrs—yes to the introduction of Ordinance 2018-05.

Introduction

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.

Committeeman McNinch asked why the \$40, 000 was coming out of the General Capital instead of Capital improvement fund. Mayor Starrs commented that she left it completely up to CFO Christine Rolef but Mayor Starrs will ask Ms. Rolef.

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

RESOLUTIONS

2018-71 Resolution Authorizing the Mayor to Sign a Professional Services Contract with Keith Bonchi, Esq., of GMS Law For *In Rem* Foreclosure Services **Tabled until July when a list of 10 properties is presented.**

2018-79- Resolution Authorizing the Township of Knowlton to Enter into A Cooperative Pricing Agreement

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Educational Services Commission of New Jersey, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on June 11, 2018 the governing body of the Township of Knowlton County of Warren, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Township of Knowlton

AUTHORITY

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the Chief Financial Officer is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage.

CERTIFICATION

I hereby, certify that the above resolution was adopted by the Mayor and Committee of Township of Knowlton at a meeting of said governing body held on June 11, 2018.

Motion was made by Deputy Mayor Cuntala, seconded by Committeewoman Shipps and approved with an all-in-favor to Resolution 2018-79

2018-80- Resolution to Award Contract – ESCNJ CO-OP - Chipper

WHEREAS, the Township of Knowlton is a member of the Educational Services Commission of New Jersey and wishes to utilize the contract for purchase of a Chipper; and

WHEREAS, Bobcat of Central Jersey, Green Brook, New Jersey has been awarded Contract ##65MCECCPS for Grounds Equipment; and

WHEREAS, the Chief Financial Officer has certified that funds are available thru a Capital Ordinance.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, County of Warren, and State of New Jersey that the purchase of a Chipper not to exceed \$42,000 is awarded to Bobcat of Central Jersey 45 Route 22 East Green Brook, NJ 08812.

Motion was made by Deputy Mayor, second Committeewoman Shipps and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—yes, Van Horn—yes, Starrs—yes to Resolution 2018-80.

2018-81- Resolution in Support of Fireworks Display by the Laracuent Family July 7, 2018

WHEREAS, a fireworks display will be held in Knowlton Township at 18 Ivan Rd by the Laracuent Family on July 7, 2018; and

WHEREAS, a rain date of July 14, 2018 has been requested; and

WHEREAS, Knowlton’s Fire Official has verified the NJ state requirements are satisfied; and

WHEREAS, discussions between the Governing Body and the Township attorney in 2017 confirm that the firework display requirements of N.J.S.A. 21: 3-9 regarding “public” displays and “groups of individuals” are being met for fireworks in this location; and

WHEREAS, the State of New Jersey requires a resolution of support from the Township Governing Body for the issuance of a fireworks permit.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Knowlton, County of Warren, State of New Jersey that this resolution serves as a resolution of support for conducting fireworks in Knowlton Township on at 18 Ivan Rd by the Laracuent Family on July 7, 2018 from 9:30pm - 9:50pm with a rain date of July 14, 2018.

Motion was made by Mayor Starrs, second Committeeman McNinch and approved by an all-in-favor to Resolution 2018-81

2018-82- Resolution Approving New Jersey State Alcohol Beverage Control Special Affairs Permit for Lions Club Raffle

WHEREAS, the Knowlton Township Lions Club special affair permit application is complete in all respects, the proper fees have been paid to the Division of Alcoholic Beverage Control and the Township of Knowlton; and,

WHEREAS, the licensees are qualified according to all statutory, regulatory and local governmental New Jersey Alcoholic Beverage Control laws and regulations;

NOW THEREFORE BE IT RESOLVED that the Governing Body of Knowlton Township hereby approves NJABC special affair permit for the Knowlton Township Lions Club Truck Raffle to be held on July 14, 2018 at Gary Grey Field located at 70 Route 46, Delaware, New Jersey.

Motion as made by Mayor Starrs, second Deputy Mayor Cuntala and approved by an all-in-favor to Resolution 2018-82. Committeeman Van Horn abstained.

2018-83- 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.

Deputy Mayor Cuntala questioned a voucher for lead paint chips. Mayor Starrs explained that the exterior of the municipal building paint is peeling but it was brought to the Township's attention that the paint might be lead. So a sample was sent out for testing. When the results come back Mayor Starrs will put the repairs before the Committee for discussion.

Motion was made by Deputy Mayor Cuntala, second by Mayor Starrs and approved by a roll call vote: Cuntala—yes, McNinch—yes, Shipps—yes, Van Horn—yes, Starrs—yes to Resolution 2018-83

2018-84- Mazza Farm Cost Share Resolution

WHEREAS, the State Agriculture Development Committee [SADC] certified a market value [CMV] of \$4,850 per acre for the farmland preservation development easement on the Mazza Farm, located at, 5 Koeck Road in Knowlton Township NJ and owned by James and Stefanie Mazza [Block 66, Lot 1 – approximately 21.6 acres with one non-severable exception of approximately 1.8 acres], which farm is contained in Warren County's 2018 Planning Incentive Grant Program;

WHEREAS, the cost share from the state is estimated to be \$3,310 per acre: and

WHEREAS, based on the Township's application, the County of Warren will provide a cost share of approximately \$770/acre for the acquisition of said development easement, holding title to such development easement; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Knowlton, in the County of Warren, as follows:

1. The acquisition of the development easement on the Mazza Farm [Block 66, Lot 1] is approved.
2. The Township commits to the funding of the acquisition of said development

easement on the Mazza Farm [Block 66, Lot 1] of \$770/acre or approximately \$15,246

BE IT FURTHER RESOLVED by said Township Committee that the Municipal Clerk of this Township is directed to forward to the Warren County Agriculture Development Board and the State Agriculture Development Committee certified copies of this Resolution as requested and required.

Motion was made Deputy Mayor Cuntala, seconded by Mayor Starrs and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—yes, Van Horn—yes, Starrs—yes to Resolution 2018-84.

PRESENTATION

Paul Avery Blairstown Rotary-Blairstown 4th of July Celebration

Committee agreed to have Knowlton Township donate \$1,000.00 to Blairstown Rotary for the Blairstown 4th of July Fireworks.

Fiedler Realtors- Tax Lien Properties

Jeff Fiedler of Fiedler Realtors talked to the committee regarding the tax lien properties that are owned by the township. Mr. Fiedler explained that the biggest problem would be getting a clean title, which could put a hold on closing, and to make sure that research is done on the properties. Fiedler Realtors would get involved once the township has picked the properties they will help the township sell the properties if needed.

OLD BUSINESS

List of 10 Municipal Properties for Foreclosure

Committeewoman Shipps spoke with the township Tax Assessor, Rich Motyka, asking him for a list of properties that might be sellable. He came up with 8. Some of the properties the adjacent property owners may be interested in them. There are two properties that might have federal liens on them that Attorney Cushing will look into those properties. Committeewoman Shipps will sit down to get two more properties to have a list of 10. Attorney Cushing also recommend that the properties do not have any environmental issues. Mayor Starrs asked Engineer Rodman to determine if the list of 8 have any known environmental problems. Committeewoman Shipps agreed to forward the list of 8 to the township committee..

Committeewoman Shipps also explained that she met with Mr. Motyka about lowering the assessments on several properties that were over assessed for which the town pays the county and school taxes. Mr. Motyka was able to lower the tax assessed values on a number of homes because they had power lines, had decreased in value, were on wetlands, or had other issues. This is a substantial savings.

Conversation took place regarding 4 township-owned properties. 3 of them were put up for auction and there was a down payment made on these properties. Acting Clerk Shipps will follow up on these properties.

NEW BUSINESS

Community Day 2018

Will be held on Saturday, September 29th from 11-5. Committeewoman Shipps explained that there will be flyers going out to look for more donations. They are looking into more activities for the seniors and will have volunteers to be at the bounce house at all times. The train, dunk tank and the hamster ball were a big hit so that will be back but the rock-climbing wall will not.

Municipal Building Repairs

Mayor Starrs asked if the committee would take a look at the exterior of the municipal building to see where it needs to be painted. Discussion also took place regarding the ramp going down toward the construction dept., which is starting to crumble. Mayor Starrs asked the Committee to also take a look at the ramp to have further discussion at a future meeting.

Clean Communities Supervisor Odd Jobs— no discussion at this meeting.

Kalmam's Medical Bills

Committee agreed to have Mr. Kalmam's medical bills sent to the Township insurance carrier upon the Attorney Cushing's recommendation.

CORRESPONDENCE

No Correspondence

APPROVAL OF MINUTES

May 24, 2018 Executive Session Minutes

Motion was made by Deputy Mayor Cuntala, second by Committeewoman Shipps and approved with an all-in-favor for the May 24, 2018 Executive Session Minutes

May 24, 2018 Public Meeting Minutes

Motion was made by Deputy Mayor Cuntala, second Committeewoman Shipps and approved with an all-in-favor May 24, 2018 Public Meeting Minutes

PUBLIC COMMENT

Resident Jeff Milesky addressed Attorney Cushing, asking why there are meetings where the committee is not supposed to participate or represent the town, such as the Board of Adjustment meetings. Also, is the attorney at the Planning Board meeting paid by the applicant? Attorney Cushing answered, explaining how the process works when an application is made. The company that makes the application is required to get an escrow account, which is used to pay for the attorney and/or engineer. The planning board attorney still represents the township Planning Board. If there is a group of residents that wants to hire their own lawyer to contest the application, they are more than welcome to do so. Mr. Cushing also said that having a committee member represent the residents at a Board of Adjustment meeting is not proper or allowed. Township Engineer Ted Rodman said that there is a procedure to be followed and that Mr. Milesky will be able to be heard before the Board votes on an application.

Committeewoman Shipps said that on Thursday, June 21, JCP&L will have a meeting on the

restoration process.

Acting Clerk Shipps also mentioned said that Knowlton Recreation will be having a free movie on June 22, 2018 at Tunnel Field. The movie showing will be the new *Jumanji*.

Resident Bill Clifford asked if there was an update on the dam removal. Mayor Starrs said that they received an email this week from the NJDEP and that 1,000 fish were rescued out of the lake and relocated. The dam will now be removed one foot lower at a time.

ADJOURNMENT

Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala, and carried to adjourn tonight's Township meeting at 8:50 p.m.

Respectfully submitted,
Kristin Shipps
Acting Municipal Clerk