

**MINUTES OF KNOWLTON TOWNSHIP
WARREN COUNTY, NEW JERSEY
March 13, 2017**

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 7:00 p.m. by Mayor Starrs.

Mayor Starrs led the public in the pledge of allegiance.

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."

Roll Call

Present: Deputy Mayor Cuntala, Committeeman Farber, Committeeman Van Horn, and Mayor Starrs
Committeewoman Shipps was absent

Also present was Township Engineer Ted Rodman and Township Attorney Dick Cushing

EXECUTIVE SESSION Motion to go into Closed Session: Mayor Starrs. Seconded by Committeeman Farber and carried at 7:01.

Resolution

WHEREAS, Section 8 of the Open Public Meeting Act, Chapter 231, P.L.1975 permits the exclusion of the public from a meeting under certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

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

1. The public shall be excluded from that portion of this meeting
2. The general nature of the subject matter to be discussed is as follows:
 - A. Litigation

Motion was made by Mayor Starrs, Seconded by Deputy Mayor Cuntala and carried to come out of Closed Session at 7:15 p.m. and return to Regular Session.

PUBLIC COMMENT

Resident Nancy O'Neill asked if the township gathers other quotes regarding the resolutions for Professional Services without competitive bidding. Mayor Starrs explained he township does review other offers and the Committee just switched auditors for a savings. Resident O'Neill also asked about the Code Enforcement process. Mayor Starrs and Attorney Cushing explained the process as laid out in the township ordinances.

Mayor stated that there is a memo from the Zoning office dated February 23, 2017 in the committee's packet regarding the lot across from US Gas & Diesel on Route 46. The Zoning Officer believes trucks are not permitted there but was given the impression that past committee members told the owners of US Gas & Diesel that trucks were allowed to park there. Attorney Cushing explained that no individual is allowed to give permission contrary to Township ordinances Mayor Starrs also explained that a second item of concern for the zoning officer is truck parking at the ACI. Committeeman Van Horn said that most of them are trailers but agreed to remove his trailers. Committeeman Van Horn also explained that in the future there will be a problem-- with electronic logs and rest requirements there are not a lot of places where they can park the trucks.

Resident Paul Ritter owner of Brook Hollow Winery said trucks who miss the U-turn end up turning around at the winery parking lot, which has taken out his lamp posts. Mayor Starrs made motion, seconded by Committeeman Farber and carried to approve a draft resolution requesting the DOT install a U-Turn sign on the Brook Hollow Winery property.

Resident O'Neill asked if there was update about speaking to the School about taxes. Deputy Mayor did speak with Superintendent Jeannine Defalco and relayed her explanation.

DEPARTMENT REPORTS

Knowlton Fire & Rescue

Fire Chief Dean Hill asked about the proof of the donation that the township provides to Knowlton Fire & Rescue. Mayor Starrs told him that he can find that on last year's budget off the township website. Fire Chief Hill also stated that the radios for the Command vehicle car would cost \$9,287.51. Committeeman Van Horn will follow up with Emergency Management regarding any grants that could help with the cost.

Chief Hill also presented the committee with information regarding Knox-Boxes. A Knox-Box is a secured box on the outside of a structure that the fire department only has access to. The box will contain keys to enter into the business without waiting on the owner, breaking down a door or breaking a window, should there be a fire alarm after business hours. The business owner will be responsible for the cost of the Knox-box on their building. Chief Hill would like the township to pass an ordinance to have all new businesses install Knox-boxes. The Committee agreed to send a letter to the existing businesses to get their feedback. Attorney Cushing explained that if the Knox-box was going to be mandated they would have to amend the land use ordinance, which would up with the Planning Board.

Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala and carried to approve to have Engineer Ted Rodman present the Knox-Box before the Planning Board. Fire Chief Hill agreed to also present at a Planning Board meeting.

Ted Rodman

The Committee discussed granting right-of-way to Service Electric to connect Internet service to residents Sara and Ray DeVincenzi on Cemetery Rd. After discussion with the committee and Township Attorney it was decided the Mr. Rodman should contact Service Electric to see what they are looking for. Attorney Cushing recommended the Devincenzis contact the Board of Public Utility regarding the high price quoted for installation.

Washington Street speed humps-- Mr. Rodman is still working on the problem statement for NJDOT. Walnut St. catch basin has been fixed.

RESOLUTIONS

2017-37 Resolution Approving the Issuance of Raffles Licenses #17-01 to Knowlton Township Lions Club to Conduct 50/50 On July 8, 2017

WHEREAS, the Knowlton Township Lions Club has applied for raffles licenses to conduct raffles on July 8, 2017 at Lions Field on Route 46, Delaware, NJ consisting of New Jersey Legalized Games of Chance Control Commission applications #17-01; 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 #17-01 to The Knowlton Township Lions Club.

Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala and carried approve Resolution 2017-37. Committeeman Van Horn abstained from voting

2017-38 Resolution Approving the Issuance of Raffles Licenses #17-02 to Knowlton Township Lions Club to Conduct 50/50 On July 8, 2017

WHEREAS, the Knowlton Township Lions Club has applied for raffles licenses to conduct raffles on July 8, 2017 at Lions Field on Route 46, Delaware, NJ consisting of New Jersey Legalized Games of Chance Control Commission applications #17-02; 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 #17-02 to The Knowlton Township Lions Club.

Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala and carried approve Resolution 2017-38. Committeeman Van Horn abstained from voting

2017-39 Resolution Approving the Issuance of Raffles Licenses #17-03 to Knowlton Township Lions Club to Conduct 50/50 On July 8, 2017

WHEREAS, the Knowlton Township Lions Club has applied for raffles licenses to conduct raffles on July 8, 2017 at Lions Field on Route 46, Delaware, NJ consisting of New Jersey Legalized Games of Chance Control Commission applications #17-03; 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 #17-03 to The Knowlton Township Lions Club.

Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala and carried approve Resolution 2017-39. Committeeman Van Horn abstained from voting

2017-40 Resolution Approving the Issuance of Raffles Licenses #17-04 to Knowlton Township Lions Club to Conduct 50/50 On July 8, 2017

WHEREAS, the Knowlton Township Lions Club has applied for raffles licenses to conduct raffles on July 8, 2017 at Lions Field on Route 46, Delaware, NJ consisting of New Jersey Legalized Games of Chance Control Commission applications #17-04; 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 #17-04 to The Knowlton Township Lions Club.

Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala and carried approve Resolution 2017-40. Committeeman Van Horn abstained from voting

2017-41 Resolution Approving the Issuance of Raffles Licenses #17-05 to Knowlton Township Lions Club to Conduct 50/50 On July 8, 2017

WHEREAS, the Knowlton Township Lions Club has applied for raffles licenses to conduct raffles on July 8, 2017 at Lions Field on Route 46, Delaware, NJ consisting of New Jersey Legalized Games of Chance Control Commission applications #17-05; 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 #17-05 to The Knowlton Township Lions Club.

Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala and carried approve Resolution 2017-41. Committeeman Van Horn abstained from voting

2017-42 Resolution Approving the Issuance of Raffles Licenses #17-06 to Knowlton Township Lions Club to Conduct 50/50 On July 8, 2017

WHEREAS, the Knowlton Township Lions Club has applied for raffles licenses to conduct raffles on July 8, 2017 at Lions Field on Route 46, Delaware, NJ consisting of New Jersey Legalized Games of Chance Control Commission applications #17-06; 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 #17-06 to The Knowlton Township Lions Club.

Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala and carried approve Resolution 2017-42. Committeeman Van Horn abstained from voting

2017-43 Resolution Approving the Issuance of Raffles Licenses #17-07 to Knowlton Township Lions Club to Conduct 50/50 On July 8, 2017

WHEREAS, the Knowlton Township Lions Club has applied for raffles licenses to conduct raffles on July 8, 2017 at Lions Field on Route 46, Delaware, NJ consisting of New Jersey Legalized Games of Chance Control Commission applications #17-07; 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 #17-07 to The Knowlton Township Lions Club.

Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala and carried approve Resolution 2017-43. Committeeman Van Horn abstained from voting

2017-44 Resolution Approving the Issuance of Raffles Licenses #17-08 to Knowlton Township Lions Club to Conduct 50/50 On July 8, 2017

WHEREAS, the Knowlton Township Lions Club has applied for raffles licenses to conduct raffles on July 8, 2017 at Lions Field on Route 46, Delaware, NJ consisting of New Jersey Legalized Games of Chance Control Commission applications #17-08; 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 #17-08 to The Knowlton Township Lions Club.

Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala and carried approve Resolution 2017-44. Committeeman Van Horn abstained from voting

2017-45 Contracting for Professional Services Without Competitive Bidding in Accordance with the Local Public Contracts Law (N.J.S.A.40A-11.1, Et Seq.)

WHEREAS, there exists a need for contracting for professional service for the calendar year 2017; and,

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the awarding of contracts and appointments for Professional Services without competitive bidding must be publicly advertised with copies of thee contracts available for public inspection in the office of the Municipal Clerk; and,

WHEREAS, the need for these services exists for Knowlton Municipal Court and for development of the overall program and guidance of the Township Committee for the betterment of the Township of Knowlton:

WHEREAS the substitute prosecutors shall be paid at the same rate as the municipal prosecutor

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, Warren County, New Jersey, that pending Township Committee approval of 2017 contracts, the following persons be retained for the year:

Substitute Prosecutors

Charles Carro, Esq
Roger Skoog, Esq.
Richard Ralph, Esq.
Christopher Troxell, Esq.
Steven Siegel, Esq.
James Sloan, Esq.

BE IT FURTHER RESOLVED that a copy of this Resolution and contract is available for public inspection in the office of the Municipal Clerk and that this resolution be published in the official newspaper as required by law.

Motion was made by Deputy Mayor Cuntala, seconded by Committeeman Farber and carried to approve resolution 2017-45

2017-46 Contracting for Professional Services Without Competitive Bidding in Accordance with the Local Public Contracts Law (N.J.S.A.40A-11.1, Et Seq.)

WHEREAS, there exists a need for contracting for professional service for the calendar year 2017; and,

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the awarding of contracts and appointments for Professional Services without competitive bidding must be publicly advertised with copies of thee contracts available for public inspection in the office of the Municipal Clerk; and,

WHEREAS, the need for these services exists for Knowlton Municipal Court and for development of the overall program and guidance of the Township Committee for the betterment of the Township of Knowlton:

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, Warren County, New Jersey, that pending Township Committee approval of 2017 contracts, the following persons be retained for the year:

Public Defender

John J. Caleca, III, Esq.

BE IT FURTHER RESOLVED that a copy of this Resolution and contract is available for public inspection in the office of the Municipal Clerk and that this resolution be published in the official newspaper as required by law.

Motion was made by Deputy Mayor Cuntala, seconded by Committeeman Farber and carried to approve resolution 2017-46

2017-47 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: Deputy Mayor Cuntala, seconded by Committeeman Farber and carried to approve by roll call vote Cuntala --yes, Farber--yes , Shipps--absent , Van Horn--yes , Starrs--yes resolution 2017-47

Mayor Starrs asked Attorney Cushing regarding reimbursement for Verizon node boxes. Attorney Cushing said that we are able to ask for an escrow account now. He also suggested that when they come in for the presentation, Verizon should bring the node box and also the engineer who will be working on the project.

OLD BUSINESS

Bridge Lane Parcels—Tabled

February 27 Multi-Agency Salt Meeting—Mayor Starrs explained that the other agencies have until March 28th to let the township know their decision if they will help pay for the Reverse Osmosis Systems.

Mayor Starrs also stated the hydrogeologist Matt Mullhall suggested that the township relocate the salt shed. The reason for this is because the current salt shed sits on a rock called karst, which is easily eroded and prone to holes.. He believes that the new salt shed should be built on a different type of rock. Mayor Starrs presented the committee with a map to review of possible sites.

Committeeman Van Horn suggested having a shared service with Blairstown. He would also like to go to the State legislature regarding the Township using the State's salt shed.

Mayor Starrs made a motion, seconded by Deputy Mayor Cuntala and carried to approve Committeeman Van Horn to talk with Blairstown and the State about a shared service agreement for the salt shed.

February 17 DEP meeting about Columbia Dam

Mayor Starrs explained that NJDEP needs to know if the engineering plans for the Columbia Dam should include preserving the historic structure or to remove the structure. NJDEP will not be responsible for the structure at all and would like to know that if the Township would like to take over. Committee agreed not to take over the historic structure due to liability reasons. Mayor Starrs explained that the State Historic Preservation Office was at the meeting on Feb. 17. They can request mitigation which could be different things like signs, helping with renovations, or a monetary contribution for historic preservation in the township.

NEW BUSINESS

Service Electric Internet on Cemetery Rd. --Discussed during Department reports

Trucks on Stark Rd.--Discussed during public comments

New Rice Form --Motion was made by Deputy Mayor Cuntala, seconded by Committeeman Farber and carried to approve the New Rice Form.

Townwide Cleanup May 1st -6th-- Acting Clerk Shipps explained that townwide clean up will be May 1st-6th. Information will go out on the website, Nixle and Knowlton School newsletter once vouchers are available.

CORRESPONDENCE

February 23 Zoning Officer Memo--Discussed during public comments

BOA Alternates

After discussion, the committee decided not to increase the number of alternates for the Board of Adjustment. The Committee will request that the Board of Adjustment Secretary get email confirmation on who will be attending the meeting earlier-- the day prior to a meeting --and send an email to the applicant notifying how many will be in attendance.

APPROVAL OF MINUTES

February 13, 2017 Executive Session Meeting Minutes

Motion was made Deputy Mayor Cuntala, seconded by Mayor Starrs and carried to approve February 13, 2017 Executive Session Meeting Minutes. Committeeman Van Horn abstained for he was absent on that day.

February 13, 2017 Public Meeting Minutes

Motion was made Deputy Mayor Cuntala, seconded by Mayor Starrs and carried to approve February 13, 2017 Public Meeting Minutes. Committeeman Van Horn abstained for he was absent on that day.

February 23, 2017 Budget Meeting Minutes

Motion was made Deputy Mayor Cuntala, seconded by Mayor Starrs and carried to approve February 23, 2017 Public Meeting Minutes. Committeeman Farber abstained for he was absent on that day.

PUBLIC COMMENTS

No public comments

ADJOURNMENT

Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala, and carried to adjourn tonight's Township meeting at 9:15 p.m.

Respectfully submitted,

Kristin Shipps
Acting Municipal Clerk