

**TOWNSHIP OF KNOWLTON
COUNTY OF WARREN, STATE OF NEW JERSEY
TOWNSHIP COMMITTEE MEETING MINUTES
May 9, 2022**

The meeting of the Knowlton Township Committee was held on this date at the Knowlton Municipal Building, 628 Route 94, Columbia, New Jersey and was called to order at 7:00 p.m. by Mayor Starrs. Mayor Starrs led the public in the Pledge of Allegiance. Mayor Starrs read the following statements “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 *New Jersey Herald* and/or Express Times as well as providing said schedule in the Municipal Clerk’s office.”

Roll Call: Cuntala—yes, Mazza—yes, Shipps—yes, Van Horn—yes, Starrs—yes.

EXECUTIVE SESSION

Motion made by Starrs, second by Cuntala and carried to go into Executive Session at 7:12pm 2022-46 Resolution Authorizing Executive Session

A. Personnel

Motion made by Starrs, second by Cuntala and carried to close Executive Session at 7:18 pm.

Committeewoman Shipps exited the meeting at 7:18pm and was marked absent for all further votes.

DEPARTMENT REPORT

Township Engineer Denis Keenan was invited by the committee to discuss the use of flexible asphalt as a possible solution to the heaving of the walking path at Tunnel Field. Mr. Keenan explained that flexible asphalt may help with the cracking, but heaving would still be an issue. The committee came to the decision for root block to be used and any funds left over is to be used toward the basketball court.

Sharon Cooper from the Townships insurance department joined the meeting discuss snow plowing the parking lots of Fire and Rescue and the Elementary school. The committee wanted to know what their liability would be to plow their parking lots as they are not Township owned property.

PUBLIC COMMENT

Aaron Stark of Branchville, NJ, addressed the committee, asking them to pass a resolution, opposing the re-designation of the Delaware Water Gap National recreation area as a National Park without a formal written plan for public review. Mayor Starrs advised Mr. Stark that the committee passed an initial resolution of support and after that time, Warren County withdrew their support. Mayor Starrs explains most of the opposition has come from hunters who are concerned the designation will reduce their hunting area. Hunters will retain 90% of their

hunting land. Mayor Starrs suggests for Mr. Stark to continue to work with Mr. Donahue to address his concerns until there is a written plan.

RESOLUTIONS

2022-2c Resolution Approving Compensated Appointments

WHEREAS, it is necessary to appoint various persons to fill the numerous positions of authority in the Township of Knowlton for the year 2022.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, Warren County, New Jersey, that the following appointments be made with terms being until December 31, 2022:

Municipal Clerk	Kristin Shipps
Shared Services/Grant Administrator	
Assessment Search Officer	
Deputy Clerk	Doreen Apgar
Registrar of Vital Statistics	Doreen Apgar
Deputy Registrar of Vital Statistics	Kristin Shipps
Office Assistant	MaryAnn Gingerelli
Finance Assistant	Doreen Apgar
Recycling Coordinator	JoAnn Fascenelli
Chief Financial Officer	Christine Rolef
Tax Collector	Evan Howell
Tax Search Officer	Evan Howell
Assistant Tax Collector	Doreen Apgar
Tax Assessor	Richard Motyka
Tax Assessment Assistant	Kenna Pearson
Code Enforcement /Zoning Officer	Eric Snyder
Alternate Zoning Officer (while Zoning Officer is out)	George Boezse
Driveway Inspector	Eric Snyder
Fire Official	Glenn Wilson, Jim McAleer
Planning Board Secretary	Alfia Schemm
Board of Adjustment Secretary	Alfia Schemm
Animal Control Officer	Alan DeCarolis
Public Works Manager	Brian Peck
Public Works Assistant Supervisor	Thomas Steckel
Public Works Driver/Laborer I	
Public Works Driver/Laborer III	Brett Smith
Public Works Driver/Laborer III	Michael Carpenter
Public Works Driver/Laborer-Part Time	
Seasonal Plow Driver	Dale Lifer
Seasonal Plow Driver	Michael DeCarolis
Recreation Director	Dennis Lembeck
Recreation Laborer	Ryan Lembeck
Alternate Recreation Laborer	George Trongone
Alternate Recreation Laborer	Todd Spain

Community Service/Clean Comm. Supervisor Emergency Management Coordinator 911 Coordinator	Dennis Lembeck
***Deputy Emergency Management Coordinator	Michael Bates
Emergency Management Assistant Municipal Housing Liaison	Kristin Shipps Kristin Shipps

*term expires 12/31/2021

***term expires 12/31/2023

Motion made by Starrs, second by Cuntala and approved by roll call vote: Cuntala—yes, Mazza—yes, Shipps—yes, Van Horn—yes, Starrs—yes resolution 2022-2c

2022-47 Authorizing the Advertisement, Receipt of Bids and Form of Hold Harmless for the Installation of Reverse-Osmosis Filters to Affected Knowlton Residents

WHEREAS, on March 11, 2021, Joe Biden, the President of the United States of America signed into law the American Rescue Plan Act (ARPA) which provides financial assistance to assist in the continued relief from the impact of the Covid-19 pandemic; and

WHEREAS, approximately \$350 billion of The ARPA funding was allotted to assist the United States' state, local, tribal, and territory governments in responding to the coronavirus pandemic; and

WHEREAS, Sections 602(b) and 603(b) of the Social Security Act as added by section 9901 of the American Rescue Plan Act, Pub. L No. 117-2 (March 11, 2021) authorized the Department of the Treasury to make payments to certain recipients from the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund, and

WHEREAS, current regulations allow for funds to be utilized toward support for public health expenditures, addressing negative economic impacts related to COVID-19, replacing lost public sector revenue, providing premium pay for essential workers, and investing in water, sewer, and broadband infrastructure; and

WHEREAS, the Township of Knowlton (the "Township") is expected to receive \$297,000.00 in funding; such funding to be received in two tranches, with approximately one half having already been received and the balance of the funding approximately 12 months later, and

WHEREAS, subject to the approval by and contribution of matching funds from the County of Warren, the Township is desirous to appropriate its ARPA funding toward a project dedicated to the purchase and installation of reverse-osmosis filters in the homes of affected Knowlton residents with contaminated wells due to high sodium and/or chloride levels ("the Project"); and

WHEREAS, the Warren County Board of Commissioners has now unanimously agreed to partner with the Township on the Project by sharing equally in the cost of same through the dedication of ARPA monies received by it; and

WHEREAS in furtherance of the foregoing, the County of Warren and the Township of Knowlton have each committed to contribute equally toward the cost of the Project; and

WHEREAS, Knowlton, in consultation with the County of Warren, has prepared bid specifications and a request for proposals (RFP) for the installation of reverse osmosis units in affected residential homes; and

WHEREAS, Knowlton, in consultation with the County of Warren, has prepared a Waiver and Hold Harmless Agreement required from affected homeowners as a condition of acceptance of the reverse-osmosis system.

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

SECTION 1. The Township hereby acknowledges the receipt of funds in the amount of \$297,000.00 allocated to it by the ARPA; and such funds will be utilized in furtherance of providing for the purchase and installation of reverse-osmosis filters in the homes of affected Knowlton residents with contaminated wells due to high sodium and/or chloride levels.

SECTION 2. The Mayor and Chief Financial Officer are hereby authorized to execute any and all documents associated with the Coronavirus State and Local Fiscal Recovery Funds as required to carry out the stated purpose of utilizing the aforementioned funds as stated.

SECTION 3. The form of the bid specifications and Request for Proposals set forth in Schedule A is approved by the Mayor and Committee and the solicitation of bids authorized.

SECTION 4. the Mayor and Committee of the Township of Knowlton hereby approve in substantial form, the Release and Hold Harmless Agreement set forth in Schedule B.

SECTION 5. If any section, subsection, sentence, clause, phrase, or portion of this Resolution is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portion of this Resolution.

SECTION 5. This Resolution shall become effective immediately upon execution.

BE IT FURTHER RESOLVED THAT the Township Clerk is directed to publish this resolution in two newspapers, including the official designated newspaper of the Township Committee.

Motion made by Starrs, second by Cuntala and approved by roll call vote: Cuntala—yes, Mazza—yes, Shipp—absent, Van Horn—yes, Starrs—yes resolution 2022-47

2022-48 Resolution Approving Payment of Vouchers

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

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

Motion made by Cuntala, second by Starrs and approved by roll call vote: Cuntala—yes, Mazza—yes, Shipp—absent, Van Horn—yes, Starrs—yes resolution 2022-48

NEW BUSINESS

CenturyLink Upgrades/Bright Speed

CenturyLink was bought out by the company Lumen which now goes by Bright Speed. All techs currently working for CenturyLink will transfer over to Bright Speed. Mayor Starrs confirmed Bright Speed uses fiber-optic internet. Bright Speed requests a letter of support from the committee to the BPU. Committeewoman Cuntala will follow up on the credentials of Bright Speed.

Motion made by Starrs, second by Cuntala and approved by roll call vote: Cuntala—yes, Mazza—yes, Shipp—absent, Van Horn—yes, Starrs—yes

Columbia Wildlife Management Area Opening May 16

Columbia Wildlife Management Area will be opening on May 16. JCP&L has completed work on their substation in that area. NJDEP installed new gates, signage at the entrance and planted new seed along the roadway. Beth Styler Berry from the Nature Conservancy updated the public on opening day. Ms. Styler Berry is waiting on the official notice of opening day from NJDEP. She mentions required signage is being manufactured for the area and is hopeful it will be ready by summer. Ms. Styler Berry will give more of an update once she has been in contact with NJDEP.

OLD BUSINESS

Hold Harmless and RFP for reverse-osmosis filters

Discussed during resolution 2022-47, Township Attorney Leslie Parikh mentions a change on the hold harmless document. In the case a person owns more than one property, there will be a certification signature added for someone other than the property owner authorized to sign the agreement.

CORRESPONDENCE

Clerk Shipp announced that Saturday May 21st will be the date of the Township shredding event from 1 pm-4 pm.

Mayor Starrs mentions May 24th and May 25th are the projected days for the removal of the dead ash trees at tunnel field. The park will be closed on those days.

PUBLIC COMMENT

Tara Mezzanotte updated the committee on having a September 11th Memorial at Foot bridge this year. It was decided against by Knowlton Fire and Rescue due to traditionally attending Warren County's September 11th Memorial event.

ADJOURNMENT

Motion made by Starrs, second by Cuntala and carried to adjourn tonight's meeting at 8:00 pm