

MINUTES OF KNOWLTON TOWNSHIP
WARREN COUNTY, NEW JERSEY
Public Session Meeting Minutes
November 9, 2020

The meeting of the Knowlton Township Committee was held on this date at the Knowlton Municipal Building, 628 Route 94, Columbia, New Jersey. This meeting was held by electronic means via ZOOM as a result of the COVID-19 pandemic and various executive orders in connection with same 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 the *Star Gazette* as well as providing said schedule in the Municipal Clerk's office."

Open Public Meetings Act:

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 *Star Gazette* as well as providing said schedule in the Municipal Clerk's office.

ELECTRONIC MEETING STATEMENT:

Due to the ongoing COVID-19 pandemic and restrictions on in-person public gatherings by executive orders of the Governor of New Jersey, meetings of the Knowlton Township Committee will be held remotely via Zoom. The Zoom platform allows for members of the public to participate via computer, mobile device, or telephone. Pursuant to N.J.A.C. 5:39-1.5(g): Both adequate and electronic notice of this meeting has been provided by publishing a revised annual notice in the two official newspapers designated by the Township, posting such notice on the door of the municipal building, and posting such notice on the municipal website. Such notice specified the time of this meeting and provided instructions on how to access the meeting remotely. The following is an explanation of the procedures and requirements for making public comment as required by N.J.A.C. 5:391.4(h).

Please keep yourself muted until the meeting moderator requests that you unmute yourself. The Township reserves the right to mute or remove disruptive meeting participants after an initial warning. Disruptive conduct includes sustained inappropriate behaviors such as, but not necessarily limited to, shouting, interruption, and use of profanity.

Comments will be accepted in writing. Written comments must be no more than 450 words and must include your name and address. This equates to about 3 minutes of speaking, which is the amount of time allowed for each public comment. Such comments will be read into the record at the appropriate time. However, please be advised that the Township reserves the right to summarize duplicative comments consistent with N.J.A.C. 5:391.4(f). Comments can be emailed by 3:00 p.m. the day of the meeting to: Knowltonpubliccomments@knowlton-nj.com. Written comments may also be submitted via mail or dropped off at the municipal building by such day and time.

Comments will also be accepted during the appropriate times of the meeting via Zoom. If you wish to make a comment during the meeting please use the "raise hand" button on your screen if you are signed in via Zoom. If you are accessing the meeting via telephone, please hit *9 and the meeting moderator will call on you and identify you by the last few digits of your phone number. You can press *6 to unmute yourself. Please state your name and address before beginning your comment. As always, comments are limited to three minutes per

person and there will be two comment sessions during the meeting. Please be advised that this meeting is being recorded.

Roll Call

Cuntala--yes, McNinch--yes, Shipps--yes, Van Horn--yes, Starrs—yes.

Also present was Township Attorney Leslie Parikh, Township Engineer Ted Rodman, Recreation Director Dennis Lembeck, DPW Supervisor Brian Peck and Zoning Officer Eric Snyder.

PUBLIC COMMENT--No Public Comments

DEPARTMENT REPORTS

Recreation Director Dennis Lembeck--Mr. Lembeck addressed the committee regarding the can collection at the Tunnel Field which the Girl Scouts no longer wish to take care of. After discussion committee agreed to have the DPW clean out the cans and use the money to go toward the DPW pizza fund. Committeewoman Cuntala will ask KAA if they are interested in taken over the can collection Committeeman Van Horn will reach out to the Knowlton Lions Club to see if they would like the bin back since they built it.

DPW Supervisor Brian Peck: --Clerk Shipps read a commendation for the Knowlton DPW on the work they did on Hemlock Rd. **Motion was made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve the commendation.**

DPW Supervisor thanked the committee. Mr. Peck advised the committee that overlay project was \$18,000-\$19,000 under budget. Discussion took place regarding the DPW renovations using unspent funds out of the DPW budget. Majority of the work will be done in house except for electrical and plumbing. An architect is required because the building is a public entity.

Linaberry speed limit--Mr. Peck explained that there is no ordinance for a speed limit for Linaberry and there are no speed limit signs. Committeeman McNinch looked in to the matter as well and NJ state law does set a speed limit for roads and streets. Low-density residential is 35 MPH. Attorney Parikh will research if the township can use the state law instead of getting a speed study done.

Snow Removal --Mr. Peck explained that one of the DPW workers will be out for a few weeks which will have an impact for any anticipated snow storms. **Motion made by Committeeman Van Horn, second by Committeeman McNinch to advertise for a snowplow driver for the same rate as last year.**

Zoning Officer Eric Snyder --Discussion took place regarding comments that the Planning Board made on the lighting ordinance. Committee went over the list of comments and it was agreed that the only change that needs to be made is the numbering. This change does not require a significant change so there will be no need to republish the ordinance.

ORDINANCES

Public Hearing/ Adoption

2020-07- An Ordinance Amending Section 11-181 of the Code to the Township of Knowlton Entitled “Lighting”
Roll Call

WHEREAS, the Township Committee of the Township of Knowlton wishes to revise the zoning ordinances of the Township regarding lighting on commercial and residential properties in order to protect the health, safety, and

welfare, and;

WHEREAS, the Township Committee further desires to outline the requirements of a lighting plan when applicants are seeking approval from the appropriate approving authority;

NOW, THEREFORE, BE IT ORDAINED, by the Township Committee of Knowlton as follows:

SECTION 1. Section 11-181 of the Code of the Township of Knowlton (the "Code"), entitled "Lighting," shall be deleted in its entirety and replaced with the following:

- A. Purpose. The regulation of outdoor lighting is necessary to protect the health, safety, and welfare; protect drivers and pedestrians from the glare of non-vehicular light sources; prevent light trespass (i.e. nuisance light) and/or sky glow from misdirected or excessive artificial light emanating from inappropriate or misdirected light fixtures; and discourage the waste of electricity and to improve or maintain nighttime public safety, utility and security.
- B. Applicability. This article shall be applicable to all new or altered outdoor lighting installations where the light is visible at the property line, including but not limited to institutions, industrial, commercial, and residential properties, applications for site plan and subdivision approval and one- and two-family dwellings. All outdoor light fixtures installed and thereafter maintained in the Township of Knowlton shall comply with the requirements specified in this article.
- C. Design standards. All outdoor lighting fixtures serving residential dwellings shall comply with the requirements specified in this section:
- (1) All outdoor light fixtures serving one- and two-family dwellings and having initial light outputs greater than or equal to 1,500 lumens shall be of a type which provides a luminaire that is recessed or enclosed within the fixture so as to eliminate sky glow and glare. Light fixtures with initial light outputs less than 1,500 lumens, such as decorative porch lights, wall sconces, post top lanterns and walkway fixtures, may contain lamps and glass/plastic diffusing devices that extend beyond the opaque fixture enclosure. All outdoor fixtures shall comply with the requirements as specified below:
 - (a) Light distributions generated by light fixtures shall be confined to the property on which they are installed. The maximum vertical illumination, when measured from any point on an adjacent property line at a height of five feet and facing the light fixture(s), shall be no greater than 0.1 vertical footcandles.
 - (b) Outdoor light fixtures properly installed and maintained shall be directed so that there will not be any direct glare source visible from any adjacent residential property.
 - (c) Pole-mounted lighting fixtures shall not exceed 16 feet (base plus pole) in height.
 - (d) Light fixtures installed within any setback area, including front, rear or side yard setbacks, shall contain shielding devices to prevent light spill and glare upward and onto adjacent properties.
 - (e) Accent lighting used to enhance the architectural features, materials color, style of buildings, landscaping, or art shall be located, aimed and shielded so that light is directed only on those features. Such fixtures shall be aimed or shielded to minimize light spill into the dark sky or cause glare or direct light beyond the facade onto a neighboring property or streets.
 - (2) Outdoor recreational and sport facility lighting.

(3) Any developer constructing new residential dwellings in the Township shall provide the owner of the home with a copy of this Code, which addresses residential lighting standards.

(4) See 11-181G for prohibitions.

D. Outdoor light fixtures. All outdoor light fixtures other than those serving residential dwellings shall comply with the requirements specified in this section. **Outdoor light fixtures serving recreational or sports facilities shall additionally comply with the requirements set forth in subsection (F) hereunder.**

(1) All lighting shall conform to the standards of the Illuminating Engineering Society Handbook, most recent edition, and the American National Practice for Roadway Lighting (RP-8) approved by the American National Standards Institute (ANSI), most recent edition.

(2) Illumination. The average maintained illumination and the average level-to-minimum point ratio of illumination shall conform with the following:

Classification	Average Maintained Illumination (footcandles)	Average Level-to-Minimum Point Ratio
Access drives, commercial	0.6	6:1
Access drives, Residential	0.4	8:1
Interior streets, Residential	0.4	8:1
Intersections	1.0 to 2.0	4:1
Parking areas, Commercial	1.0	4:1
Parking areas, Industrial	0.6	4:1
Parking areas, Residential	0.4	6:1
Sidewalks, Commercial	0.6	6:1
Sidewalks, Industrial	0.6	6:1
Sidewalks, Residential	0.2	8:1

(3) Where used for security purposes or to illuminate walkways, roadways and parking lots, only outdoor light fixtures having luminaires that are shielded from public view and having the performance characteristics of a cutoff light fixture shall be used.

(4) Heights. Mounting heights (base plus pole) shall not exceed 16 feet above grade. Lower heights shall be used for walkways.

- (5) Shielding. All luminaires shall be shielded to eliminate glare. Lamps shall be recessed in the luminaire.
- (6) Adjoining properties. The maximum illumination at any point on adjoining properties shall not exceed 0.2 footcandle. The light source shall not be visible from adjacent properties.
- (7) Hours of operation.
 - (a) In business, office and/or research and industrial areas, circuits shall be arranged so that at least 50% of all lighting or alternate luminaries shall be turned off after business hours.
 - (b) All outdoor lighting fixtures serving residential dwellings, except those used for security purposes, shall be turned off from 11:00 p.m. until dawn.
- (8) Security lighting. The average maintained illumination for security purposes shall be not more than 0.4 footcandle.
- (9) Special areas. Provisions shall be made for cutoff illumination of loading docks, entrances and other special areas where greater illumination may be required. Each special area shall be on a separate circuit, which shall be turned off when the area is not in use.
- (10) Underground installation. All wires and cables shall be underground.

E. Lighting plan. All applications to the Planning and Zoning Board shall require a lighting plan. The lighting plan shall be designed by a lighting design professional, who shall certify that the lighting plan conforms to these standards. The detailed lighting plan shall include:

- (1) Description of outdoor lamp/luminaire combinations, including manufacturer's specifications, such as lamps, optics, angle of cutoff, poles and include manufacturer's catalog cuts.
- (2) Locations and description of every outdoor enclosed light fixture, their aiming angles and mounting heights.
- (3) Foundation details for pole-mounted lights.
- (4) Computer-generated photometric grid showing footcandle readings every 25 feet and the average footcandles.

F. Outdoor recreational and sports lighting.

- (1) Outdoor lighting fixtures for purposes of lighting field game areas, courts or swimming pools shall be shielded from public view as observed from outside of the playing field or, in the case of residential uses, as observed from adjacent residential properties or adjoining public streets. Such light shall have directional and glare control devices, when necessary, to comply with this requirement. The maximum illumination at any point on an adjoining residential property line shall not exceed 0.1 vertical footcandle or 0.2 vertical footcandle on a property zoned for commercial or industrial use.
- (2) Pole-mounted lighting fixtures used to illuminate outdoor recreational activities may exceed 16 feet in height subject to the following regulations:
 - a. The mounting height of the light fixture shall not exceed 24 feet (base plus pole) in height.

- b. All fixtures used for such lighting shall be fully shielded with fifteen-degree cutoff.
- c. When the mounting height of the light fixture exceeds 16 feet, a landscaped screen shall be installed along all property lines that are adjacent to the recreational activity for the purpose of screening light glare from adjoining residential uses. Where the light is less than 16 feet a landscaped buffer consisting of evergreen trees shall be planted so as to provide a buffer.

(3) The required screen shall be comprised of evergreen and deciduous plant material to form a year-round visual barrier. Evergreen trees shall be a minimum of eight feet high, and deciduous trees shall have a diameter of at least 2.5 inches at time of installation. The quantity of natural screening existing on the property shall be taken into consideration.

(4) A landscape plan shall be provided showing the location of each plant and any existing trees that are to be retained as part of the screen. Planting details and a detailed plant list which provides the common and botanical name, quantity of each variety to be installed, size at planting and root condition for all new plants.

(5) The landscape plan shall be subject to the approval of the Township Planner or Engineer.

(6) Outdoor recreation and sports lighting shall comply in all other respects with the applicable design standards set forth in § 113-401.

G. Light trespass (nuisance light). All light fixtures, except streetlighting maintained by a governmental authority or that was part of an approved subdivision or site plan, shall be designed, installed and maintained to prevent light trespass, as specified below:

(1) Facade lighting on hospitals and other public buildings or incident illumination occurring above a height of five feet as measured at the property line of an adjacent residentially zoned property shall not exceed 0.1 footcandle.

(2) Outdoor light fixtures properly installed and thereafter maintained shall be directed so that there will not be any direct glare source visible from another property.

H. Prohibitions. The use or installation of the following outdoor light fixtures is prohibited:

(1) Sodium vapor lights shall not be permitted.

(2) Searchlights or flashing lights are prohibited.

(3) Outdoor lighting fixtures for purposes of private, commercial, or industrial usage shall not be attached or mounted to public property (i.e., public buildings, utility poles, telephone poles, streetlights, road or street signs) or to any trees located within a public road right-of-way.

(4) No outdoor lighting fixtures for purposes of private, commercial, or industrial usage shall be erected within a municipal road right-of-way unless approval is obtained from the Township Council.

I. Modifications. The Planning Board or Board of Adjustment may modify the above requirements where there is sufficient evidence that such requirements are inadequate, unnecessary, or unreasonable.

J. Administration.

- (1) No building permit shall be issued or certificate of occupancy issued until all outdoor light fixtures installed and thereafter maintained in the Township of Knowlton comply with the requirements specified in this article.
- (2) Issuance of zoning permit. No zoning permit shall be issued by the Zoning Officer for any proposed outdoor lighting unless and until a lighting plan as required by this chapter has been reviewed by the Township Engineer and has been found to be in accordance with this chapter.
- (3) Violations. If the Zoning Officer determines that an outdoor light is in excess of the standards established by this article, or that artificial light is emanating from inappropriate or misdirected light fixtures not in compliance with the provisions of this article, the Zoning Officer shall give written notice by certified mail to the owner or tenant that the outdoor light(s) be returned to good repair, be made to comply or be removed within 20 calendar days of such notice. Noncompliance by the owner or tenant upon whom the notice is served for any violation of the terms and conditions of this article shall be subject to a fine not to exceed \$500 in accordance with procedures established by law.
- (4) Grandfathering. Any nonconforming lighting on a property existing at the time of the adoption of this Section, shall be permitted to remain. However, this grandfathering provision shall not apply to any improvements, including lighting, installed without proper approvals or permits from the Township or other approving authority.

SECTION 2. All Ordinances or parts of Ordinances inconsistent herewith are repealed as to such inconsistencies.

SECTION 3. If any section, subsection, sentence, clause, phrase or portion of this Ordinance 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 portions thereof.

SECTION 4. This Ordinance shall take effect upon final passage and publication according to law.

Motion made by Mayor Starrs, second by Committeewoman Cuntala and carried to open public comment.

No public comment

Motion made by Mayor Starrs, Second by Committeewoman Cuntala and carried to close public comment.

Motion made by Mayor Starrs, second by Committeewoman Cuntala and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—yes, Van Horn—yes, Starrs—yes, the adoption of Ordinance 2020-07.

Back to Department Reports

Township Engineer Ted Rodman--Problem Statements. There have been no updates on the Simpson Road or Bruglar Road problem statements.

Linaberry State Aid Penalties--State Aid penalties for coring is 15% and 30% on Linaberry. Tilcon has recored, still waiting on the results. Stripping of the double yellow will be rescheduled.

Stormwater Ordinance--Stormwater Ordinance needs to be updated by March 1st. Revised ordinance has been

reviewed by the planning board.

Tunnel Field-Water -- A list will be provided by NJDEP of what needs to be done. A daily log is required to be kept which Recreation Director Dennis Lembeck has agreed to keep. Tier 1 and Tier 2 violations must be posted and kept up until NJDEP tells the township to take it down.

RESOLUTIONS

2020-140-Resolution Authoring Entry of Shared Service Agreement for Municipal Court Services between Knowlton Township and the Township of Allamuchy.

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et. seq. authorizes municipalities to enter into agreements for the exchange and sharing of services; and

WHEREAS, N.J.S.A. 2B:12-1(c) allows two or more municipalities, by ordinance or resolution, to agree to provide jointly for courtrooms, chambers, equipment, supplies and employees for their municipal courts and agree to appoint judges and administrators without establishing a joint municipal court; and

WHEREAS, Allamuchy and recognize the benefit to their respective communities in sharing Municipal Courts; and

WHEREAS, Allamuchy and Knowlton agree that a partnership to advance this shared service should be developed between the entities and is authorized by N.J.S.A. 2B:12-1, et seq. and N.J.S.A. 40A:65-1, et. seq.; and

WHEREAS, reductions in state aid and increased operating expenses are leading many municipalities in New Jersey to consolidate municipal courts; and

WHEREAS, the consolidation of municipal court operations can save costs by reducing the number of court facilities, reducing staff size, sharing court security measures, expanding management's scope of control and consolidating administrative oversight, and

WHEREAS, at this time both Knowlton and Allamuchy are desirous of entering into the attached Shared Service Agreement, subject to approval by the Administrative Office of the Courts and the Vicinage Assignment Judge.

WHEREAS, on September 14, 2020, the Knowlton Township Committee approved Resolution 2020-115, authorizing the signing of a shared court contract between Knowlton and Allamuchy Townships; and

WHEREAS, since that resolution's passage, the Administrative Office of the Courts has made recommendations that must be accepted by both parties in order for the shared court to proceed.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. All of the statements of the preamble are repeated and are incorporated herein by this reference thereto as though the same were set forth at length.
2. On behalf of the Township of Knowlton, the Mayor and the Clerk are hereby authorized to execute the Amended Shared Services Agreement with the Township of Allamuchy that is annexed hereto as Exhibit "A" and any other documents necessary in furtherance of same.

Motion made by Committeewoman Cuntala, second by Deputy Mayor Shipps and approve by roll call vote: Cuntala--yes McNinch--yes, Shipps--yes, Van Horn--yes, Starrs--yes, Resolution 2020-140.
2020-141- Cancel Taxes/ Refund Resolution Veteran Exemption (4 Victoria Crossings)

WHEREAS, the owner of Block 13.01, Lot 10.26 located at 4 Victoria Crossing Road applied for total tax exemption due to wartime injury. The application was reviewed and approved by the tax assessor effective April 1st. The property became tax exempt at that time. It is necessary to cancel the balance of 2020 taxes due in the amount of \$7,961.76. The owner's mortgage company paid the August taxes in the amount of \$2821.29. The payment needs to be refunded since there is no future taxes to be credited.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of Knowlton Township, County of Warren the Township Committee cancels the 2020 taxes in the amount of \$7961.76 on the above property and approves the tax collector's request to refund the August payment in the amount of \$2821.29. The CFO is hereby authorized and directed to prepare a check payable to Corelogic in the amount of \$2821.29. The check will be returned to the collector for mailing, so he can update the tax records.

Motion made by Committeeman McNinch, second by Committeeman Van Horn and carried to approve Resolution 2020-141.

2020-142 Cancel Taxes/ Refund Resolution Veteran Exemption (20 Ivan Rd)- Tabled to a later meeting

2020-143- Credit Taxes (1 Hainesburg River Road)

WHEREAS, the owner of Block 8, Lot 13 located at 1 Hainesburg River Road questioned a delinquency notice and believed the taxes had been paid. The tax collector reviewed the account and determined that a payment made in a previous year had been returned for some reason and could not be credited. The owner reviewed his records and determined the check had not been cashed by the township. He paid the original amount of the check without interest. After additional review of his checking account and research by the tax collector the owner requested the interest that he paid be credited to taxes owed. This would bring the account up to date

NOW THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of Knowlton Township, County of Warren the Township Committee the owner's request to apply \$622.81 of interest paid to taxes while this delinquency was researched is approved.

Motion made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve Resolution 2020-143

2020-144- Cancel Taxes State and Township Purchased Properties

WHEREAS, Block 30, Lot 3 located at 9 Brugler Road was purchased last year by New Jersey DEP. The state does not pay property taxes and it is not possible to place a state property into tax sale, so it is necessary to cancel the 2019 taxes in the amount of \$364.70. The Township of Knowlton purchased Block 48, Lot 9 located at 41 Route 46 last year. The township does not pay itself property taxes and does not wish to have the property placed in tax sale for unpaid 2019 taxes, so it is necessary to cancel the 2019 taxes in the amount of \$1835.68.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of Knowlton Township, County of Warren the Township Committee cancels the 2019 taxes on the above lots in the amounts noted. Motion made by Committeeman McNinch, second By Mayor Starrs and carried to approve Resolution 2020-144.

2020-145- Refund Resolution Duplicate Payment

WHEREAS, the owner of Block 13, Lot 10.13 located at 12 Alpine Drive to refinance his mortgage in July was required to pay August taxes in the amount of \$2422.20. His former bank paid the same taxes in August in a payment containing multiple properties which could not be returned. The bank payment created a duplicate payment of August taxes.

WHEREAS his former bank has requested their payment be refunded to them since they are no longer handling the mortgage.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of Knowlton Township, County of Warren the Township Committee approves the bank’s request to refund their payment in the amount of \$2422.20. The CFO is hereby authorized and directed to prepare a check payable to Corelogic in the amount of \$2422.20. The check will be returned to the collector for mailing, so he can update the tax records.

Motion made by Committeewoman Cuntala, second by Mayor Starrs and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—yes, Van Horn—yes, Starrs—yes, Resolution 2020-145.

2020-146- Resolution to Cancel Unexpended 2020 Budget Appropriations

WHEREAS, there are 2020 Budget Appropriation Balances that are no longer deemed needed; and
WHEREAS, these balances can be cancelled into Current Fund Balance with the expectation of being raised in the 2021 Budget for Capital Purposes; and
WHEREAS, these balance are able and eligible to be cancelled as outlined in the schedule below; and
NOW, THEREFORE, BE IT RESOLVED that these Unexpended Balances of Appropriations listed below is hereby cancelled:

<u>Current Fund Accounts</u>	<u>Amounts</u>
Road Maintenance O/E	\$ 39,000.00

Motion made by Committeewoman Cuntala, second by Committeeman McNinch and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—yes, Van Horn—yes, Starrs—yes, Resolution 2020-146.

2020-147- Resolution Authorizing Solicitor to Foreclose Certain Properties for Delinquent Taxes in the Township of Knowlton --Tabled to a later meeting

2020-148-Resolution Authorizing the Mayor to Sign a Professional Service Contract with Keith Bonchi, Esq. of GMS Law for in REM Foreclose Services--Tabled to a later meeting

2020-149 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 Committeewoman Cuntala, second by Deputy Mayor Shipps and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—yes, Van Horn—yes, Starrs--yes

OLD BUSINESS

Linaberry Speed Study--Discussed during Department Reports.

COVID-19 grant--Discussion took place regarding the categories of items that are reimbursable with COVID grant. Committee agreed to get extra N95 masks for seniors.

Motion Mayor Starrs, second by Committeewoman Cuntala and carried to approve for Clerk Shipps to prepare the reimbursable grant list and CFO Rolef to execute the grant.

Delaware Beach --Committeeman Van Horn spoke with the Delaware River Campground regarding a fee increase for Delaware Beach boat launch which they are fine with. Ordinance regarding Delaware Beach will be introduced in the beginning of the year.

Verizon Service in Knowlton--Study Completed--Mayor Starrs explained to the committee that Verizon looked at 163 Knowlton Rd which is owned by the township about putting a cell tower there. Knowlton Township would rent the property to Verizon. Verizon would need funding to build the tower, which may not be for a few years.

Stormwater Control Ordinance --Committee was provided with a sample ordinance that has already been reviewed by the planning board and had no comments. After review committee agreed to move forward with the sample ordinance and placing the penalties from the township's existing ordinance into this one. Ordinance will be introduced in the beginning of the year.

NEW BUSINESS

Municipal office help for 2021--Motion made by Mayor Starrs second by Committeeman Van Horn and carried to approve to advertise for office help. Advertisement will read for 10 hours, some clerical experience and salary negotiable.

JCP&L Tree Trimming--Committee was provided with a list of roads by JCP&L that will be conducting tree trimming in the beginning of 2021. The list will be put up on the website.

Municipal building renovations--A quote was received from Boyd Contracting for reopening the municipal main office area and removing the court bump out. Discussion took place regarding if the quote included moving the electric. It was agreed to ask Boyd if the electrical work is included in the quote and to also get competitive bids.

Best Practice--Motion made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve Best Practice for 2020 that was provided by Chief Financial Officer Christine Rolef.

CORRESPONDENCE

PUBLIC COMMENT—No public comments

EXECUTIVE SESSION

Motion made by Mayor Starrs, Second by Committeewoman Cuntala and carried to go into Executive Session at 8:52 pm

2020-150 Resolution Authorizing 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. Personnel

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.

Motion made by Mayor Starrs, second by Committeewoman Cuntala and carried to come out of Executive Session at 9:01 pm

ADJOURNMENT

Motion made by Mayor Starrs, second by Committeewoman Cuntala and carried to adjourn tonight's meeting at 9:02 p.m.