

**MINUTES OF KNOWLTON TOWNSHIP
WARREN COUNTY, NEW JERSEY
MUNICIPAL BUDGET
February 23, 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 7:05 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, Committeewoman Shipps, Committeeman Van Horn and Mayor Starrs
Committeeman Farber was absent

Also present was Township Engineer Ted Rodman, CFO Christine Rolef and DPW Supervisor Brian Peck

Municipal Budget

CFO Christine Rolef provided a budget printout to the Committee for review.

The Municipal Clerk salary was decreased because of the hiring of the new Acting Municipal Clerk.

Parks & Recreation: there is now going to be a separate line item for KAA, which will decrease Parks & Recreation budget. Discussion took place regarding the insurance for KAA. Committee would like to have KAA come in and address the committee regarding insurance.

The township was given a one-year extension on the DEP grant. The Committee discussed where the remainder of the grant money would be allocated. Some of the money would be used to update the steps at the tunnel field and the fence around the tennis court. The Committee discussed repairing the driveway to Delaware Beach; Committeeman Van Horn agreed to take responsibility for completing that project. Deputy Mayor Cuntala will contact the Knowlton Elementary School to check if they are in need of recreational items. Debit Service will start to drop off in 2018. The existing bond ordinances for road repair may leave enough to finish Polkville and Cook. The Committee agreed to repair Hemlock in 2017 and take out a bond ordinance to do so.

DPW Supervisor Brian Peck provided the committee with a list of equipment that needs to be either replaced or repaired. Discussion took place regarding replacing one of the trucks and starting a recycling schedule for the equipment. Mrs. Rolef suggested to have dedicated trust accounts reserved for snow removal and for the vacation/sick account, which would be used for when employees retire.

Mrs. Rolef would like to introduce the budget at the March 23rd meeting.

Public Comment

Resident Pam Russweiler commented that taxes were cut for the township last year but the school was so high. Mayor Starrs stated that all the school board members are elected officials and residents should go to the school board meetings to find out more about the school taxes. Ms. Russweiler suggested that a member from the committee talk to the board about the residents' concern. Deputy Mayor Cuntala volunteered to do that.

Resident Becky Day asked the salary for the zoning officer. Mayor Starrs responded \$11,000. Brad Day asked how many hours would you expect a person to work on that salary? Mayor Starrs responded with at least a day.

Resident Becky Day asked what Knowlton's surplus is. Ms. Rolef did not have that current amount but Mayor

Starrs replied that last year the surplus was approximately \$1 million. Mr. Day asked what the percentage of the budget is considered ideal for a municipality to hold in surplus. Mayor Starrs will look it up and get back to him.

RESOLUTIONS

2017-36 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 Deputy Mayor Cuntala seconded by Committeewoman Shipps and carried to approve by roll call vote Cuntala- yes, Farber - absent, Shipps - yes, Van Horn - yes, Starrs- yes

ADJOURNMENT

Motion was made by Mayor Starrs, seconded by Deputy Mayor Cuntala and carried to adjourn tonight's Township meeting at 8:28 p.m.

Respectfully submitted,

Kristin Shipps
Acting Municipal Clerk