

**MINUTES OF KNOWLTON TOWNSHIP
WARREN COUNTY, NEW JERSEY
Public Session Meeting Minutes
July 13, 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."

ELECTRONIC MEETING STATEMENT:

In addition, as a result of the State of Emergency issued by Governor Murphy and the various executive orders limiting social gatherings, the Township has provided a link and dial-in number for residents to participate in, or listen to, this meeting electronically. The public will be able to participate and provide comment during the public comment section of the meeting. In addition, residents have been encouraged to submit any additional comments via email. Those emails will be read into the record during the public portion of the meeting.

Roll Call

Present: Committeewoman Cuntala, Committeeman McNinch, Deputy Mayor Shipps, (Deputy Mayor Shipps had to leave the meeting at 7:20 and she returned at 9:15 p.m.) Committeeman Van Horn, and Mayor Starrs.

Also present was Township Engineer Ted Rodman and Township Attorney Leslie Parikh

Executive Session

Motion was made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve to go into Executive Session at 7:02 p.m.

2020-81- 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. Contract Negotiations

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 made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve to go back to Public Session at 7:20 p.m.

Deputy Mayor Shipps left the meeting at 7:20 but will return later on in the meeting.

DEPARTMENT REPORTS

Tax Collector Evan Howell

Mr. Howell explained the process for the estimated tax bill that residents should have received for the 3rd quarter only. State allows a range, which allows up to 5% higher than the previous year. Mayor Starrs explained that the county and school rates are unknown due to the state moving the budget deadline to September. Mr. Howell also stated that once the tax rate is announced, if it is lower than the township estimated, it will be deducted on the next quarter's bill. Mayor Starrs asked about some residents who worried their bill was raised by 9%. Mr. Howell explained the rate used for the estimated bill calculation was 3.471, which is the tax rate for Knowlton Township last year. This number can be increased by 5%.

Resident Pam Rusweiler commented on the school tax being extremely high and feels that the township should put some pressure on them. Mayor Starrs mentioned that the North Warren Regional High School discussed that they are talking about limiting the bus routes. According to an ordinance, the township would be responsible for making sure road conditions are safe for children walking longer distances. Mayor Starrs asked if the township could withhold the school's payment if they do decide to limit bus routes. Attorney Parikh and Mr. Howell both said that you cannot withhold the payment.

PUBLIC COMMENT

Karen Okupniak sent a packet to the committee prior to the meeting regarding the S-Turns on along Route 80. Ms. Okupniak read a statement that was in the packet.

Motion was made by Mayor Starrs, second by Committeemen McNinch and carried to approve to accept The Delaware Water Gap I-80 S-Curve Safety, Mobility, and Congestive Transportation Problem Statement Request and submit it with Mr. Rodman's NJDOT problem statement.

Resident Steve Hamway has concerns about the 22 Columbia Street which was up for auction. Mayor Starrs said that they are not accepting the bid that was offered. Attorney Parikh explained that there were issues that raised some concerns and the township has the right per their contract to reject any bids. They are using their right on this property and per Attorney Parikh's recommendation.

Resident Brian Hartig has concerns regarding the Delaware Campground using the boat launch and asking if there is a hold harmless agreement because he sees many people from the campground not being supervised, in the river without life vests, and it could be a liability to the township if an accident occurred-

Mayor Starrs pulled up the Ordinance from 1999 and read from it. There are some requirements that they are not following. The Ordinance states that campground patrons can use the boat launch but that is not what the sign at the beach says. The sign at the beach says "residents only" and this causes confusion because it is not consistent with the ordinance.

Attorney Parikh agreed with Mr. Hartig and that a hold harmless agreement needs to be prepared and signed with the campgrounds.

Mr. Hartig asked if there is someone who could fix the gap that is between the concrete pad and the river. Mayor Starrs asked how the committee felt about expanding the recreation department to take care of the beaches.

Mayor Starrs asked Attorney Parikh if they can have the agreement ready for next meeting which would include fees.

Clerk Shipps was asked to Rice Notice the recreation department for the next meeting and to check into the insurance coverage at the beach.

Resident Steve Hamway commented if there is a restrictions that can be given to the campground. Suggestion was made to have permit parking near the Columbia Beach.

Motion was made by Mayor Starrs, second by Committeeman McNinch and carried to approve to start the process for parking by permit only for the beaches.

Resident Tom Drake asked about the patrons who park just to walk across the bridge to the county park on the Pennsylvania side. Committee will take that into consideration and will revisit at the next meeting.

DEPARTMENT REPORTS

Township Engineer Ted Rodman

Bruglar Rd. Stop sign installation. NJDOT is still looking into it.

Emergency permit for Hemlock Roadwas issued.

Problem statement will be submitted by the County for no trucks in the village of Columbia.

ORDINANCE

Public Hearing and Adoption

2020-04- An Ordinance to Provide for the Improvement to Various Roads 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:

Improvement to Various Roads - \$202,500.00

BE IT FURTHER ORDAINED that the financing for the above is as follows:

RESERVE FOR ROAD IMPROVEMENTS \$ 90,000.00

DOT GRANT RECEIVABLE – Linaberry Road \$ 112,500.00

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 Committeewoman Cuntala, second by Mayor Starrs and carried to approve to open to public comment

Public Comment—No comments

Motion was made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve to close public comment.

Motion was made by Mayor Starrs , second by Committeewoman Cuntala and approved by roll call vote: Cuntala--yes, McNinch--yes, Shipps--absent, Van Horn--yes, Starrs--yes the adoption of Ordinance2020-04.

Public Hearing and Adoption

2020-05- Bond Ordinance Providing an Appropriation of \$100,000 for Acquisition of Air Pack for and by the Township of Knowlton in the County of Warren, New Jersey and Authorizing the

issuance of \$95,000 Bonds or Notes of the Township for Financing Part of the Appropriation

BE IT ORDAINED, BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF KNOWLTON, IN THE COUNTY OF WARREN, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

SECTION 1:

The improvements described in Section 3 of this bond ordinance (the “Improvements”) are hereby authorized to be undertaken by the Township of Knowlton, New Jersey (the “Township”) as general improvements. For the said Improvement there is hereby appropriated the amount of \$100,000. Such sum includes the sum of \$5,000 as the down payment (the “Down Payment”) required by the Local Bond Law of the State of New Jersey, constituting Chapter 2 of Title 40A of the New Jersey Statutes, as amended and supplemented (the “Local Bond Law”). The Down Payment is now available by virtue of provisions in one or more previously adopted budgets for down payments for capital improvement purposes.

SECTION 2:

In order to finance the cost of the Improvements not covered by application of the Down Payment, negotiable bonds of the Township are hereby authorized to be issued in the principal amount of \$95,000 pursuant to the provisions of the Local Bond Law (the “Bonds”). In anticipation of the issuance of the Bonds and to temporarily finance said improvements or purposes, negotiable bond anticipation notes of the Township are hereby authorized to be issued in the principal amount not exceeding \$95,000 pursuant to the provisions of the Local Bond Law (the “Bond Anticipation Notes” or “Notes”).

SECTION 3:

- (a) The Improvements authorized and the purpose for the financing of which said obligations are to be issued is for the acquisition of air packs, including, as applicable, all work, materials, equipment and appurtenances necessary therefor and incidental thereto.
- (b) The estimated maximum amount of Bonds or Notes to be issued for the purpose of financing a portion of the cost of the Improvements is \$95,000.
- (c) The estimated cost of the Improvements is \$100,000 which amount represents the initial appropriation made by the Township.

SECTION 4:

All Bond Anticipation Notes issued hereunder shall mature at such times as may be determined by the chief financial officer of the Township (the “Chief Financial Officer”); provided that no Note shall mature later than one year from its date. The Notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with Notes issued pursuant to this ordinance, and the signature of the Chief Financial Officer upon the Notes shall be conclusive evidence as to all such determinations. All

Notes issued hereunder may be renewed from time to time subject to the provisions of Section 8(a) of the Local Bond Law. The Chief Financial Officer is hereby authorized to sell part or all of the Notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The Chief Financial Officer is directed to report in writing to the Township Committee of the Township at the meeting next succeeding the date when any sale or delivery of the Notes pursuant to this ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the Notes sold, the price obtained and the name of the purchaser.

SECTION 5:

The capital budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of Local Government Services, Department of Community Affairs, State of New Jersey is on file with the Township Clerk and is available for public inspection.

SECTION 6:

The following additional matters are hereby determined, declared, recited and stated:

(a) The Improvements described in Section 3 of this bond ordinance are not current expenses and are capital improvements or properties that the Township may lawfully make or acquire as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The period of usefulness of the Improvements, within the limitations of the Local Bond Law, and according to the reasonable life thereof computed from the date of the Bonds authorized by this bond ordinance, is 5 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Township Clerk and a complete executed duplicate thereof has been filed in the office of the Director, Division of Local Government Services, Department of Community Affairs, State of New Jersey. Such statement shows that the gross debt of the Township, as defined in the Local Bond Law, is increased by the authorization of the Bonds and Notes provided in this bond ordinance by \$95,000 and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$2,000 for items of expense listed in and permitted under Section 20 of the Local Bond Law is included in the estimated cost of the Improvements, as indicated herein.

SECTION 7:

Any funds received from time to time by the Township as contributions in aid of financing the purposes described in Section 3 of this Ordinance shall be used for financing said Improvements by application thereof either to direct payment of the cost of said Improvements or to the payment or reduction of the authorization of the obligations of the Township authorized therefor by this Bond

Ordinance. Any such funds received may, and all such funds so received which are not required for direct payment of the cost of said Improvements shall, be held and applied by the Township as funds applicable only to the payment of obligations of the Township authorized by this Bond Ordinance.

SECTION 8:

The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy ad valorem taxes upon all the taxable property within the Township for the payment of the obligations and the interest thereon without limitation of rate or amount.

SECTION 9:

The Chief Financial Officer of the Township is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Township and to execute such disclosure document on behalf of the Township. The Chief Financial Officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Township pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the “Rule”) for the benefit of holders and beneficial owners of obligations of the Township and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Township fails to comply with its undertaking, the Township shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

SECTION 10:

This Bond Ordinance constitutes a declaration of official intent under Treasury Regulation Section 1.150-2. The Township reasonably expects to pay expenditures with respect to the Improvements prior to the date that Township incurs debt obligations under this Bond Ordinance. The Township reasonably expects to reimburse such expenditures with the proceeds of debt to be incurred by the Township under this Bond Ordinance. The maximum principal amount of debt expected to be issued for payment of the costs of the Improvements is \$95,000.

SECTION 11:

This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Motion was made by Mayor Starrs, second by Committeemen McNinch and carried to approve to open to public comment

Public Comment—no public comments.

Motion was made by Mayor Starrs, second by Committeemen McNinch and carried to approve to close public comment

Motion was made by Mayor Starrs, second by Committeemen McNinch and approved by roll call vote: Cuntala--yes, McNinch--yes, Shippis--absent, Van Horn--yes, Starrs--yes, to the adoption of Ordinance 2020-05.

Motion was made by Mayor Starrs, second by Committeeman McNinch and carried to approve for a new vote on bond ordinance 2020-05.

Motion made by Mayor Starrs, second by Committeewoman Cuntala and approved by roll call vote: Cuntala—yes, McNinch—yes, Shippis-absent, Van Horn—abstain, Starrs—yes to Ordinance 2020-05.

RESOLUTIONS

2020-82-Resolution of the Warren County Board of Chosen Freeholders to Reimburse Warren County Local Restaurants and Bars the Sum of Seventy-Five Dollars (\$75) as a Result of the Special Fee/Tax imposed by the New Jersey State Alcoholic Beverage Commission for the Ability to Serve Alcoholic Beverages Outside their Licensed Permits.

WHEREAS, the Warren County Board of Chosen Freeholders of the County of Warren understand the financial destruction that the COVID19/Pandemic has imposed upon local businesses in the County of Warren; and

WHEREAS, the Warren County Board of Chosen Freeholders have created an Economic Development Advisory Committee to help foster and encourage opportunities for local businesses; and

WHEREAS, the Pandemic and concomitant closure of local restaurants and bars has had a chilling and devastating financial effect upon local business owners and their employees; and

WHEREAS, the New Jersey State Alcoholic Beverage Commission has imposed a seventy-five-dollar (\$75.00) licensing fee and/or additional tax for establishments who will soon be able to serve alcoholic beverages outside their licensed premises within the guidelines for social distancing and Executive Order 150 imposed by the Governor; and

WHEREAS, this additional fee and/or tax creates an additional burden and hardship to proprietors of establishments which have been closed for ninety (90) or more days; and

WHEREAS, the Warren County Board of Chosen Freeholders understand the concerns of local business owners and are concerned for their economic viability and have determined that available funds to cover this unnecessary excessive fee/tax are available in the account of the Economic Development Advisory Committee; and

WHEREAS, the Warren County Board of Chosen Freeholders will tender payment for this unnecessary fee/tax to the Municipal Clerks of each Warren County municipality for those businesses to serve the public via outdoor dining and consumption of alcohol and in conformance with all Executive Orders from the State.

NOW, THEREFORE, BE IT RESOLVED by the Board of Chosen Freeholders of the County of Warren in the State of New Jersey as follows:

1. The Warren County Board of Chosen Freeholders will tender payment for all Warren County restaurants whom desire to open under the Governors Executive Order 150 to serve the public alcoholic beverages at

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outdoor settings the sum of seventy-five dollars (\$75.00) per licensee to offset the fee/tax imposed by the New Jersey Alcoholic Beverage Commission as it has been determined that this fee/tax creates an unnecessary burden on businesses located in the County of Warren.

- 2. A copy of this duly certified resolution will be served upon Municipal Clerks for each Warren County Municipality who may also adopt a Resolution allowing participation in this program.
- 3. Annexed to this Resolution is a certificate from the County Treasurer indicating the availability of funds from Account No.011720 5100.

Motion made by Committeewoman Cuntala, second by Mayor Starrs and carried to approve Resolution 2020-82

2020-83- Resolution to Join (Renew) The Fund

WHEREAS, a number of local units have joined together to form the Statewide Insurance Fund (“FUND”), a joint insurance fund, as permitted by N.J.S.A. 40A:10-36, *et seq.*; and

WHEREAS, KNOWLTON TOWNSHIP (“LOCAL UNIT”) has complied with relevant law with regard to the acquisition of insurance; and

WHEREAS, the statutes and regulations governing the creation and operation of joint insurance funds contain elaborate restrictions and safeguards concerning the safe and efficient administration of such funds; and

WHEREAS, the LOCAL UNIT has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

WHEREAS, the LOCAL UNIT agrees to be a member of the FUND for a period of three (3) years, effective from **January 1, 2021** terminating on **January 1, 2024** at 12:01 a.m. standard time; and

WHEREAS, the LOCAL UNIT has never defaulted on claims, if self-insured, and has not been canceled for non-payment of insurance premiums for two (2) years prior to the date of this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the LOCAL UNIT does hereby agree to join the Statewide Insurance Fund; and

BE IT FURTHER RESOLVED that to the extent required by law, the Local Unit shall provide notice of the Indemnity and Trust Agreement to the Office of the State Comptroller; and

BE IT FURTHER RESOLVED that the LOCAL UNIT will be afforded the following coverage(s) :

Workers’ Compensation & Employer’s Liability	X
Comprehensive General Liability	_____X_____

Automobile Liability and Physical Damage	X
Public Officials and Employment Practices Liability	X
Property	X
Inland Marine Boiler and Machinery	X
Crime-Faithful Performance and Fidelity	X
Pollution Liability	X
Cyber Liability	X
Non-Owned Aircraft	X

BE IT FURTHER RESOLVED that the LOCAL Unit’s Fund Commissioner is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying the membership in the FUND as required by the Fund’s Bylaws and to deliver same to the Administrator of the FUND with the express reservation that said documents shall become effective only upon the LOCAL Unit’s admissions to the FUND following approval of the FUND by the New Jersey Department of Banking and Insurance.

Motion made by Committeewoman Cuntala, second by Committeeman McNinch and carried to approve resolution 2020-83.

2020-84- Resolution Approving the Issuance of Raffles and License RA20-12 to Knowlton Township Lions Club to Conduct a Raffle on December 1, 2020.

WHEREAS, the Knowlton Township Lions Club has applied for raffles licenses to conduct raffles on December 1, 2020, virtually at the Knowlton Lions Club, 505 Route 94, Columbia, NJ consisting of New Jersey Legalized Games of Chance Control Commission applications RA20-12; 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 RA20-12 to The Knowlton Township Lions Club.

Motion made by Committeewoman Cuntala, second by Committeeman McNinch and carried to approve Resolution 2020-84.

2020-85- Award Contract- Survey to Block 10 Lot 6 Brook Hollow Winery

WHEREAS, the Township of Knowlton wishes to Survey Block 10 Lot 6 (also known as Brook Hollow Winery); and

WHEREAS, the Township has solicited quotes. L.J. Brill & Associates, P.A., of Blairstown, New Jersey was the lowest quoted amount in the amount of \$5,900.00; and

WHEREAS, the Chief Financial Officer has certified that funds are available within the Open Space Trust Fund.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, County of Warren, and State of New Jersey that a contract to Survey Block 10 Lot 6 (also known as Brook Hollow Winery) be awarded to L.J. Brill & Associates, P.A., 216 Spring Valley Rd., Blairstown, NJ 07825 not to exceed \$5,900.

Motion made by Committeeman McNinch, second by Committee Van Horn and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—absent, Van Horn—yes, Starrs—yes Resolution 2020-85.

2020-86-Resolution to Award Road Resurfacing for Linaberry Rd.

WHEREAS, the Township of Knowlton is a member of the Morris County Cooperative Pricing System and wishes to utilize the contract for Road Resurfacing for Resurfacing of Linaberry Road, Section and WHEREAS, Tilcon New York, Inc., Wharton, NJ has been awarded Contract #6 for Road Resurfacing and Denville Line Striping Contract #36 all through the Morris County Cooperative Pricing Council of which the Township of Knowlton is an active participant, and

WHEREAS, the Chief Financial Officer has certified that funds are available.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Knowlton, County of Warren and State of New Jersey that the Road Resurfacing Services for Linaberry Road, Section 1, be awarded to Tilcon New York, Inc, Wharton, NJ, and Denville Line Striping, as follows:

Awarded to Tilcon through MCCPC Contract #6	Unit Price	QTY	Total
HMA 9.5M64, including tack coat, del/laid/compacted	\$74.40/ton	1925 T	\$143,220.00
Resetting of inlet frames	\$595/Each	5	\$ 2,975.00

Awarded to Denville Line Striping Contract #36			
4" yellow or white Epoxy striping method	\$0.30/LF	23,284 lf	\$ 6,985.20

TOTAL \$153,180.20

Motion made by Committeewoman Cuntala, second by Committee Van Horn and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—absent, Van Horn—yes, Starrs---yes resolution 2020-86.

2020-87-Approval to Submit a Grant Application and execute a grant contract with the New Jersey Department of Transportation for the Overlay of Mount Pleasant Road, Section 1, project.

NOW, THEREFORE, BE IT RESOLVED that Council of Knowlton formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2021-Overlay Mount Pleasant Road, Section -00478 to the New Jersey Department of Transportation on behalf of Knowlton Township.

BE IT FURTHER RESOLVED that Mayor and clerk are hereby authorized to sign the grant agreement of behalf of Knowlton Township and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Motion made by Mayor Starrs, second by Committeeman McNinch and approved by roll call vote: Cuntala—abstain, McNinch—yes, Shipp—absent, Van Horn—yes, Starrs—yes, Resolution 2020-87.

2020-88- 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, the Mayor and Township Committee of the Township of Knowlton are desirous of attaining professional services for the betterment of the Township of Knowlton; and,

WHEREAS, there exists a need for professional service to update Knowlton Townships “Comprehensive Farmland Preservation Plan” dated May 2008 per N.J.S.A. 4.1c-43.1; and,

WHEREAS, N.J.A.C 2:76-17. 4 (a) set forth the minimum required component for a County Comprehensive Farmland Preservation plan; and,

WHEREAS, on July 25, 2019, the State Agriculture Development Committee Approved revised guidelines with supplement N.J.A.C. 2:76-17.4 (a) and (b) and provide uniform standards for the development of County Comprehensive Farmland Preservation Plans; and

WHEREAS, proposed amendments to the County PIG regulations at N.J.A.C 2:76 – 17.4 (c) require counties to reexamine update the Comprehensive Farmland Preservation Plan at least every ten (10) years; and

WHEREAS, the Township has applied for and the state granted on June 18, 2020 a grant reimbursement of up to 50% of eligible costs not to exceed a maximum grant of \$20, 0000 to assist municipalities in updating their “Comprehensive Farmland Preservation Plans; and

WHEREAS, “The Land Conservancy of New Jersey” on April 21, 2020 proposed updating the Knowlton Township “Comprehensive Farmland Preservation Plan” for the total fee of Twelve Thousand and Five Hundred (\$12,500.00); 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; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, Warren County, New Jersey, that the service of “The Land Conservancy of New Jersey” at a cost of \$12,500.

BE IT FURTHER RESOLVED, that they Mayor and Clerk are here by authorized to sign the agreement with “The Land Conservancy of New Jersey” on behalf of Knowlton township and that their signatures constitute acceptance of the terms and conditions and approve the agreement.

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 the resolution is to be published in the official Township newspapers as required by law.

Motion made by Committeeman McNinch, second by Mayor Starrs and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—absent, Van Horn—yes, Starrs—yes to Resolution 2020-88.

2020-89-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 Mayor Starrs, second by Committeeman McNinch and approved by roll vote:

Roll Call: Cuntala—yes, McNinch—yes, Shipps—absent, Van Horn—yes, Starrs—yes to Resolution 2020-89.

2020-91- Resolution Accepting Bid for Sale of Block 4 Lot 3 (154 Mt. Pleasant Rd.) in Accordance with Ordinance -2019-02

WHEREAS, pursuant to Ordinance 2019-02, the Township of Knowlton authorized a sale by public auction of certain parcels of real property owned by the Township; and

WHEREAS, one of the properties auctioned is designated as Block 4 Lot 3 (hereinafter the “Property”); and

WHEREAS, as to the Property, at auction the Township received 22 bids, the highest of which was \$29,000.00; and

WHEREAS, the Township Committee has determined that it is in the best interests of the Township to accept the highest bid.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of Knowlton, in the County of

Warren, State of New Jersey, as follows:

SECTION 1. The Township Committee accepts the bid of John E. Snyder III & Christine Snyder in the amount of \$29,000.00 for the purchase of the real property designated as Block4, Lot 3 in “as is” condition.

SECTION 2. Closing shall take place 45 days from approval of contract by Knowlton Township.

SECTION 3. The sale of the Property is “as is” without conditions and the Township makes no statements on either land or environmental issues.

SECTION 4. The Mayor and Clerk are hereby authorized to execute the attached contract in substantially the same form.

SECTION 5. The Township Attorney is hereby authorized to prepare, and the Mayor and Clerk are hereby authorized to execute all documents necessary to effectuate the sale and transfer of the Property.

SECTION 6. In the event the successful bidder fails to close on the Property, he/she shall forfeit the ten percent (10%) deposit.

SECTION 7. This resolution shall take effect immediately.

Motion made by Mayor Starrs, second by Committeewoman Cuntala and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—absent, Van Horn—yes, Starrs—yes resolution 2020-91.

2020-92- Resolution Accepting Bid for Sale of Block 28 Lot 13 (17 Route 46.) in Accordance with Ordinance -2019-02

WHEREAS, pursuant to Ordinance 2019-02, the Township of Knowlton authorized a sale by public auction of certain parcels of real property owned by the Township; and

WHEREAS, one of the properties auctioned is designated as Block 28 Lot 13 (hereinafter the “Property”); and

WHEREAS, as to the Property, at auction the Township received 1 bid, the highest of which was \$1,00.00 and

WHEREAS, the Township Committee has determined that it is in the best interests of the Township to accept the highest bid.

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

SECTION 1. The Township Committee accepts the bid of Green Ridge Realty, LLC in the amount of \$1,000.00 for the purchase of the real property designated as Block 4, Lot 3 in “as is” condition.

SECTION 2. Closing shall take place 45 days from approval of contract by Knowlton Township.

SECTION 3. The sale of the Property is “as is” without conditions and the Township makes no

July 13, 2020

statements on either land or environmental issues.

SECTION 4. The Mayor and Clerk are hereby authorized to execute the attached contract in substantially the same form.

SECTION 5. The Township Attorney is hereby authorized to prepare, and the Mayor and Clerk are hereby authorized to execute all documents necessary to effectuate the sale and transfer of the Property.

SECTION 6. In the event the successful bidder fails to close on the Property, he/she shall forfeit the ten percent (10%) deposit.

SECTION 7. This resolution shall take effect immediately.

Motion made by Mayor Starrs, second by Committeewoman Cuntala and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipp—absent, Van Horn—yes, Starrs—yes to vote no on Resolution 2020-92.

2020-93- Resolution Accepting Bid for Sale of Block 41 Lot 8.04 (166 Vail Rd.) in Accordance with Ordinance -2019-02

WHEREAS, pursuant to Ordinance 2019-02, the Township of Knowlton authorized a sale by public auction of certain parcels of real property owned by the Township; and

WHEREAS, one of the properties auctioned is designated as Block 41 Lot 8.04 (hereinafter the "Property"); and

WHEREAS, as to the Property, at auction the Township received 19 bids, the highest of which was \$9,200.00; and

WHEREAS, the Township Committee has determined that it is in the best interests of the Township to accept the highest bid.

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

SECTION 1. The Township Committee accepts the bid of Ricky & Lola Shattcuk in the amount of \$9,200.00 for the purchase of the real property designated as Block 41, Lot 8.04 in "as is" condition.

SECTION 2. Closing shall take place 45 days from approval of contract by Knowlton Township.

SECTION 3. The sale of the Property is "as is" without conditions and the Township makes no statements on either land or environmental issues.

SECTION 4. The Mayor and Clerk are hereby authorized to execute the attached contract in substantially the same form.

SECTION 5. The Township Attorney is hereby authorized to prepare, and the Mayor and Clerk are hereby authorized to execute all documents necessary to effectuate the sale and transfer of the Property.

SECTION 6. In the event the successful bidder fails to close on the Property, he/she shall

forfeit the ten percent (10%) deposit.

SECTION 7. This resolution shall take effect immediately.

Motion made by Mayor Starrs, second by Committeewoman Cuntala and carried by roll call vote: Cuntala—yes, McNinch—yes, Shipps—absent, Van Horn—yes, Starrs—yes resolution 2020-93.

2020-94- Resolution Accepting Bid for Sale of Block 68 Lot 23 (163 Knowlton Rd.) in Accordance with Ordinance -2019-02

WHEREAS, pursuant to Ordinance 2019-02, the Township of Knowlton authorized a sale by public auction of certain parcels of real property owned by the Township; and

WHEREAS, one of the properties auctioned is designated as Block 68 Lot 23 (hereinafter the “Property”); and

WHEREAS, as to the Property, at auction the Township received 1 bid, the highest of which was \$20,000.00; and

WHEREAS, the Township Committee has determined that it is in the best interests of the Township to accept the highest bid.

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

SECTION 1. The Township Committee accepts the bid of Robert Atterbury in the amount of \$20,000.00 for the purchase of the real property designated as Block 68, Lot 23 in “as is” condition.

SECTION 2. Closing shall take place 45 days from approval of contract by Knowlton Township.

SECTION 3. The sale of the Property is “as is” without conditions and the Township makes no statements on either land or environmental issues.

SECTION 4. The Mayor and Clerk are hereby authorized to execute the attached contract in substantially the same form.

SECTION 5. The Township Attorney is hereby authorized to prepare, and the Mayor and Clerk are hereby authorized to execute all documents necessary to effectuate the sale and transfer of the Property.

SECTION 6. In the event the successful bidder fails to close on the Property, he/she shall forfeit the ten percent (10%) deposit.

SECTION 7. This resolution shall take effect immediately.

Motion made by Committeewoman Cuntala, second by Mayor Starrs and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—absent, Van Horn—yes, Starrs—yes resolution 2020-94.

2020-95- Resolution Accepting Bid for Sale of Block 71 Lot 14 (4 Ramsayburg Rd..) in Accordance with Ordinance -2019-02

WHEREAS, pursuant to Ordinance 2019-02, the Township of Knowlton authorized a sale by public auction of certain parcels of real property owned by the Township; and

WHEREAS, one of the properties auctioned is designated as Block 71 Lot 14 (hereinafter the "Property"); and

WHEREAS, as to the Property, at auction the Township received 1 bid, the highest of which was \$10,000.00; and

WHEREAS, the Township Committee has determined that it is in the best interests of the Township to accept the highest bid.

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

SECTION 1. The Township Committee accepts the bid of Frat Iqbal in the amount of \$10,000.00 for the purchase of the real property designated as Block 71, Lot 14 in "as is" condition.

SECTION 2. Closing shall take place 45 days from approval of contract by Knowlton Township.

SECTION 3. The sale of the Property is "as is" without conditions and the Township makes no statements on either land or environmental issues.

SECTION 4. The Mayor and Clerk are hereby authorized to execute the attached contract in substantially the same form.

SECTION 5. The Township Attorney is hereby authorized to prepare, and the Mayor and Clerk are hereby authorized to execute all documents necessary to effectuate the sale and transfer of the Property.

SECTION 6. In the event the successful bidder fails to close on the Property, he/she shall forfeit the ten percent (10%) deposit.

SECTION 7. This resolution shall take effect immediately.

Motion made by Mayor Starrs, second by committeewoman Cuntala and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipp—absent, Van Horn—yes, Starrs—yes Resolution 2020-95.

2020-96- Resolution Accepting Bid for Sale of Block 46 Lot 3.09 (36 Knowlton Rd.) in Accordance with Ordinance -2019-02

WHEREAS, pursuant to Ordinance 2019-02, the Township of Knowlton authorized a sale by public auction of certain parcels of real property owned by the Township; and

WHEREAS, one of the properties auctioned is designated as Block 46 Lot 3.03 (hereinafter the "Property"); and

WHEREAS, as to the Property, at auction the Township received 1 bid, the highest of which was \$25,000.00; and

WHEREAS, the Township Committee has determined that it is in the best interests of the Township to accept the highest bid.

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

SECTION 1. The Township Committee accepts the bid of Eileen Wyss and Steven Baldwin in the amount of \$25,000.00 for the purchase of the real property designated as Block 46, Lot 3.03 in “as is” condition.

SECTION 2. Closing shall take place 45 days from approval of contract by Knowlton Township.

SECTION 3. The sale of the Property is “as is” without conditions and the Township makes no statements on either land or environmental issues.

SECTION 4. The Mayor and Clerk are hereby authorized to execute the attached contract in substantially the same form.

SECTION 5. The Township Attorney is hereby authorized to prepare, and the Mayor and Clerk are hereby authorized to execute all documents necessary to effectuate the sale and transfer of the Property.

SECTION 6. In the event the successful bidder fails to close on the Property, he/she shall forfeit the ten percent (10%) deposit.

SECTION 7. This resolution shall take effect immediately.

Motion made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve by roll call vote: Cuntala—yes, McNinch—no, Shipp—yes, Van Horn—no, Starrs—yes Resolution 2020-96. This resolution was voted on later in the meeting so that Deputy Mayor Shipp could vote it could end in a tie vote.

2020-97- Resolution Accepting Bid for Sale of Block 76 Lot 2 (184 Route 46) in Accordance with Ordinance -2019-02

WHEREAS, pursuant to Ordinance 2019-02, the Township of Knowlton authorized a sale by public auction of certain parcels of real property owned by the Township; and

WHEREAS, one of the properties auctioned is designated as Block 76 Lot 2 (hereinafter the “Property”); and

WHEREAS, as to the Property, at auction the Township received 7 bids, the highest of which was \$6,700.00; and

WHEREAS, the Township Committee has determined that it is in the best interests of the Township to accept the highest bid.

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

SECTION 1. The Township Committee accepts the bid of Alrasheed Wright in the amount of \$6,700.00 for the purchase of the real property designated as Block 76, Lot 2 in “as is” condition.

SECTION 2. Closing shall take place 45 days from approval of contract by Knowlton

Township.

SECTION 3. The sale of the Property is “as is” without conditions and the Township makes no statements on either land or environmental issues.

SECTION 4. The Mayor and Clerk are hereby authorized to execute the attached contract in substantially the same form.

SECTION 5. The Township Attorney is hereby authorized to prepare, and the Mayor and Clerk are hereby authorized to execute all documents necessary to effectuate the sale and transfer of the Property.

SECTION 6. In the event the successful bidder fails to close on the Property, he/she shall forfeit the ten percent (10%) deposit.

SECTION 7. This resolution shall take effect immediately.

Motion made by Committeewoman Cuntala, second by Mayor Starrs and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipp—absent, Van Horn—yes, Starrs—yes resolution 2020-97.

Motion was made by Committeeman McNinch, second by Committeewoman Cuntala and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipp—absent, Van Horn—yes, Starrs—yes to not accept the highest bid for Block 15 Lot 11 (22 Columbia St.)

Motion was made by Committeeman McNinch, second by Committeewoman Cuntala an approved by roll call vote: Cuntala—yes, McNinch—yes, Shipp—absent, Van Horn—abstain, Starrs—yes to not accept the highest bid for Block 55 Lot 12 (10 Clinton St).

OLD BUSINESS

Proposed Changes to lighting ordinance

Committee received the changes that were discussed between the township attorney and zoning officer. Motion made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve to forward the ordinance to the Planning Board.

BPU Application for Altice/ Service Electric Acquisition

Mayor Starrs explained that the BPU approved the merger with Altice/ Service Electric, despite all the letters that residents wrote and the meeting that area mayors had with the BPU. The new Altice contract is worse than what Knowlton had with Service Electric. The previous contract guaranteed service in areas with 20 homes per mile; the new contract guarantees service in areas with 25 homes per mile. Mayor Starrs explained that there are 10 towns in this contract if they all agree to not sign they MIGHT be able to get a better contract.

Reopening of playground—Discussion took place regarding reopening the playground and to end the furlough of the recreation dept. Motion was made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve to have the recreation department end their furlough.

Committee agreed to not reopen the playground at this time due to the difficulty with cleaning it routinely during the COVID pandemic. Committeewoman Cuntala is to talk with the recreation department on having them swing by the beaches.

Township beaches—Discussed during public comment

COAH—Committeeman McNinch has been talking with Zoning officer Eric Snyder to get some idea of units that we can use in Knowlton Township for credit towards affordable housing. Committeeman McNinch is also looking into a unit which we are currently getting credit for but at this time it is unknown if the owners are following the proper guidelines.

Ramsayburg grant update—Committeeman McNinch explained that NJDOT had recommended some changes to be made to the Policy and Procedure manual and asked if the committee was ok with him making those changes. Committee agreed.

NEW BUSINESS

Zoning Board Resignation—Motion made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve to accept Bill Suggs letter of Resignation with regret.

Results of Township Real Estate Auction —Discussed during resolutions.

Quote from MSI for WIFI SonicWall —Motion made by Mayor Starrs, second by Committeewoman Cuntala and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—absent, Van Horn—yes, Starrs—yes, the quote from MSI for WIFI Sonicwall.

Quote from E-Code to Codify Ordinance book—Motion made by Mayor Starrs, second by Committeewoman Cuntala and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—absent, Van Horn—yes, Starrs—yes, the Supplement 1 Main Volume E-Code Quote.

Motion made by Mayor Starrs, second by Committeewoman Cuntala and approved by roll call vote: Cuntala—yes, McNinch—yes, Shipps—abstain, Van Horn—yes, Starrs—yes, the Supplement #8 Land Use E-Code Quote.

July 22, 2020 "Bi-State Summit" —NJDOT is having a Bi-State Summit to which Mayor Starrs has been invited. Mayor Starrs explained that she is only allowed to speak for 3 minutes. Attorney Parikh recommended that the Township submit an official request to supplement the record if speaking will be limited.

CORRESPONDENCE

Midpoint Review- Affordable Housing

Clerk Shipps notified the committee that the Midpoint review is up on the township website.

MEETING MINUTES

May 28, 2020 Executive Session Meeting Minutes

Motion made by Committeeman McNinch, second by Committeewoman Cuntala and carried to approve May 28, 2020 Executive Session Meeting Minutes.

May 28, 2020 Public Session Meeting Minutes

Motion made by Committeeman McNinch, second by Committeewoman Cuntala and carried to approve May 28, 2020 Public Session Meeting Minutes with the change of the word not to now.

PUBLIC COMMENT

Resident Hal Bromm wanted to thank Committeemen McNinch for all his help with the Historic Commission. Mr. Bromm also mentioned that the Planning Board meetings have been cancelled due to COVID, which has prevented the Planning Board on having the public meeting for the Master Plan.

EXECUTIVE SESSION

Motion made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve to go into Executive Session at 9:30 pm.

2020-90- 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:

- B. Personnel
- C. Litigation
- D. Contract Negotiations

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 made by Mayor Starrs, second by Committeewoman Cuntala and carried to approve to come out of Executive Session at 10:20 p.m.

ADJOURNMENT

Motion was made by Mayor Starrs, second by Committeewoman Cuntala and carried to adjourn tonight's Township meeting at 10:20 p.m.

Respectfully submitted,
Kristin Shipps
Municipal Clerk