

**TOWNSHIP OF KNOWLTON  
COUNTY OF WARREN, STATE OF NEW JERSEY**

**TOWNSHIP COMMITTEE MEETING  
MARCH 14, 2016**

A regular meeting of the Knowlton Township Committee was held at the Knowlton Municipal Building. Present were Mayor Starrs, Deputy Mayor Cuntala and Township Committee Members Mathez, Shipps, and Farber. The minutes were recorded by Leslie Parikh, Attorney and Lisa Patton, Municipal Clerk.

Adequate notice of this meeting has been provided in accordance with the Open Public Meetings Act by publishing notice of all regularly scheduled meetings in the Star Gazette, Star Ledger or Express Times as well as providing said schedule in the Municipal Clerk's office.

The meeting was called to order at 7:00 p.m. with a salute to the flag and roll call.

James Simonetti was present and he addressed the Committee and announced his plans to run for Sheriff in Warren County

**ORDINANCES:**

**Ordinance #16-01  
Bond Ordinance**

Committee Member Farber stated his concerns regarding the alleged mistakes made with the Bond Ordinances and he stated that the matter should be investigated further to determine who is responsible for the mistakes.

A motion was made by Committee Member Mathez and seconded by Deputy Mayor Cuntala to open Ordinance #16-01 for public comment. Roll call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

Bob McNinch stated that the Ordinances are not on the Township website and most people do not read or receive the Star Gazette. Attorney Parikh stated that their Office is recommending that the Express Times also be utilized as the Township's official newspaper. Mayor Starrs stated that they are looking into including not only the Ordinances online, but also the entire Code Book. Mr. McNinch commented on the intent of the law and he is concerned that the Ordinances are not included on the Township website. Attorney Parikh agreed that the inclusion of the Ordinances on the Township website would be a good idea in addition to publishing in the Township's official newspapers.

With there being no further public comment, a motion was made by Committee Member Mathez and seconded by Deputy Mayor Cuntala to close the public comment on Ordinance #16-01. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

A motion was made by Committee Member Mathez and seconded by Deputy Mayor Cuntala to adopt Ordinance #16-01 on second reading. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

**Ordinance #16-02  
Bond Ordinance**

A motion was made by Committee Member Mathez and seconded by Deputy Mayor Cuntala to open Ordinance #16-02 for public comment. Roll call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

Bob McNinch stated that his prior comments/concerns are applicable to all of the Ordinances for this evening.

With there being no further public comment, a motion was made by Committee Member Mathez and seconded by Deputy Mayor Cuntala to close the public comment on Ordinance #16-02. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

A motion was made by Committee Member Mathez and seconded by Deputy Mayor Cuntala to adopt Ordinance #16-02 on second reading. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

**Ordinance #16-03**  
**Bond Ordinance**

A motion was made by Committee Member Mathez and seconded by Deputy Mayor Cuntala to open Ordinance #16-03 for public comment. Roll call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

With there being no public comment, a motion was made by Committee Member Mathez and seconded by Deputy Mayor Cuntala to close the public comment on Ordinance #16-03. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

A motion was made by Committee Member Mathez and seconded by Deputy Mayor Cuntala to adopt Ordinance #16-03 on second reading. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

**Ordinance #16-04**  
**Bond Ordinance**

A motion was made by Committee Member Mathez and seconded by Deputy Mayor Cuntala to open Ordinance #16-04 for public comment. Roll call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

With there being no public comment, a motion was made by Committee Member Mathez and seconded by Deputy Mayor Cuntala to close the public comment on Ordinance #16-04. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

A motion was made by Committee Member Mathez and seconded by Deputy Mayor Cuntala to adopt Ordinance #16-04 on second reading. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

**Ordinance #16-05**  
**Bond Ordinance**

A motion was made by Committee Member Mathez and seconded by Deputy Mayor Cuntala to open Ordinance #16-05 for public comment. Roll call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

With there being no public comment, a motion was made by Committee Member Mathez and seconded by Deputy Mayor Cuntala to close the public comment on Ordinance #16-05. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

A motion was made by Committee Member Mathez and seconded by Deputy Mayor Cuntala to adopt Ordinance #16-05 on second reading. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

**PRESENTATIONS:**

Paul Avery, was present on behalf of the Blairstown Rotary. He stated that they need some help with the 4th of July fireworks celebration. He asked if the Township would consider a donation in the amount of \$750.00.

A motion was made by Committee Member Mathez and seconded by Mayor Starrs to donate \$750.00 to the Blairstown Rotary, for the purpose of the 4th of July fireworks. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes. Mr. Avery thanked the Committee.

Joe Milkulka of C& P and Peter Summers of the Warren County Health Department were present. Mr. Milkulka stated that they have been the water/wastewater engineers for the Township for a number of years. He stated that in 2007 the DEP promulgated new regulations regarding a much more intensive water quality management planning process. He stated that the Warren County Health Department declined to be authorized to do the County Plan. The DEP then approached all of the Municipalities in Warren County and asked if they would be willing to do the plan for their Township and their portion of the County Plan and in turn they would receive grant money. Knowlton agreed and the State then intervened as the actions were complex and required professional guidance. He stated that two Bills were passed to extend the time to comply. He continued to review the requirements and the permitting process. He stated that they have worked with the DEP to prepare the adopted "Future Wastewater Service Area Map" for Knowlton. He stated that they are now working under a second DEP grant to do additional tasks that are required to update the Water Quality Management Plan. He stated that one of the components is the adoption of a Septic Management Ordinance. Mr. Summers stated that the Health Department cannot provide, what would be required by the Township, as the Ordinance is currently drafted. He stated that there are several components and most of it is a licensing component. He went on to review the expense/costs involved and he stated that he is not aware of any county wide septic management ordinances. He stated that the Freeholder Board may also have some reservations. Mayor Starrs questioned what the other Warren County Townships are doing. Mr. Summers stated that he is not aware of any Townships that are licensing septic systems. He stated that they are in the process of scanning their data so that it would be accessible online. The Committee continued to discuss the issues and reaching out and educating the public on septic management. Mr. Milkulka stated that it sounds as if the County is not equipped at this time to assist the Township and the Township may like to wait to consider this matter further. The Committee discussed the status of the grant money and the project with Mr. Milkulka. Mr. Milkulka stated that the bottom line is to make sure that there is enough water for people in the future and that the ground surface water is not polluted. He stated that the DEP provided the grant money and they want a completed product. He reviewed the remainder of what needs to be done to comply. The Committee discussed sending the DEP what is currently done and not doing anything further.

A motion was made by Mayor Starrs and seconded by Deputy Mayor Cuntala, to authorize Mr. Milkulka to send what is already done to the DEP. Discussion on the motion: Township Engineer Rodman asked about the status of the Millron project. Mr. Milkulka stated that there should not be any issues with them connecting, as long as their Lot and Block is included on the map. The inspection of the sewers were then discussed. It was agreed to table that issue at this time and research it further later on. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

After a brief discussion, Mayor Starrs asked that Township Engineer Rodman, provide an update on the status of the Millron matter for the next meeting.

**RESOLUTIONS:**

**Resolution #16-32**

**Resolution Declaring The Gypsy Moth A Public Nuisance**

A motion was made by Mayor Starrs and seconded by Committee Member Mathez to adopt Resolution #16-32. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

A resident at 5 Hemlock Road questioned the location of the spraying. Howard Panton was present and he addressed the criteria to be included in the spray program. He stated that a tree service can also spray a contact killer. Committee Member Mathez stated a concern with not harming the bees. Committee Member Farber stated that he was told that the Park Service will spray if they obtain funds.

Jaime Murray, Chair of the Knowlton Environmental Commission, asked if there are any educational materials that can be distributed. Mr. Panton stated that he has some information and there is also information on the NJDA website.

**ORDINANCES:** .

**Ordinance #16-06**

Ordinance To Exceed The Municipal Budget Appropriation Limits And To Establish A Cap Bank  
A motion was made by Mayor Starrs and seconded by Deputy Mayor Cuntala to open Ordinance #16-06 for public comment. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

With there being no public comment, a motion was made by Mayor Starrs and seconded by Deputy Mayor Cuntala to close public comment. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

A motion was made by Mayor Starrs and seconded by Committee Member Farber to adopt Ordinance #16-06 on second reading. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

Township Clerk Patton stated that the new Bond Attorney did not have the time to prepare the detailed information as requested, which was then discussed with the Committee. Township Clerk Patton stated that she will go ahead and advertise that the Ordinances were adopted this evening.

**RESOLUTIONS:**

**Resolution #16-31**

Approving Payment of Vouchers

The following vouchers were reviewed and questioned: voucher for Peckham Industries, voucher for Finch, voucher for MSI, voucher for WC Locksmith, and voucher for Atlantic Salt. It was agreed to hold the Peckham Industries and Finch vouchers. The Committee discussed the need to breakout the MSI voucher and allocate the charges to their respective departments. It was also recommended that the Office Manager should look into getting quotes for IT support.

A motion was made by Mayor Starrs and seconded by Deputy Mayor Cuntala to approve the vouchers, except for the Peckham Industries and Finch voucher. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

**Resolution #16-33**

Resolution Opposing JCP & L Rate Increase

Committee Member Farber stated his concern over the matter. After a brief discussion, it was agreed to table the matter. Township Clerk Patton stated that she will prepare a Resolution for the next meeting.

**Resolution #16-34**

Resolution Regarding Knowlton Township Procurement Procedures

Deferred until next meeting.

**OLD BUSINESS:**

622 Route 94

The Committee discussed the Affordable Housing matter and getting quotes for work that needs to be done.

Court Comparison

Mayor Starrs discussed the contracts with Frelinghuysen and Franklin. After a brief discussion, it was agreed that the Township will proceed with 4 year contracts, so that the contracts will coincide with the Blairstown contract.

### Paulinskill Kill River Restoration

Mayor Starrs stated that Open House presentations will be held on April 4th and April 25th at the Knowlton Lions Club.

### 2016 Budget

Committee Member Farber stated that he was told by the CFO that a budget document would be ready for the next meeting.

### EMS Services

Committee Member Mathez stated that the contract for Hackettstown Regional Medical Services ends in July. On March 31st Atlantic Health will be taking over Hackettstown Regional Medical Service and they will honor the contract until it ends. He stated that Atlantic Health is not sure if they want to continue with the Township once the contract ends and they will have to analyze the data. He stated that they have also contacted other Townships and they are also meeting with St. Luke's. He stated a concern over night coverage. He went on to state that he would like the Committee to consider passing a Resolution for fund drives, which he read into the record.

### **Resolution #16-35**

Authorization for Fund Drives for 2016-Knowlton Township Fire and Rescue Squad

A motion was made by Mayor Starrs and seconded by Committee Member Mathez to adopt Resolution #16-35

Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

Committee Member Mathez stated that Ambulances #4151 is owned by the Township is currently at the Township DPW Garage. He stated that we should have the title and perhaps it could be sold.

### **DEPARTMENT REPORTS:**

#### Township Engineer Rodman

Township Engineer Rodman stated that he cannot get into 150 Vail Road, until the Unfit Ordinance is in effect. Township Clerk Patton will check and see if the Ordinance is on the website.

#### Other

Committee Member Shipps stated that it was noted that there has been difficulty in getting a hold of Mr. Peck. Deputy Clerk Cuntala stated that she will look into the matter. Committee Member Shipps then addressed the trestle issues and the no trespassing signs, which was then discussed by the Committee. Attorney Parikh stated that she will research if there are any legal options regarding reimbursements/cost recovery. Committee Member Farber stated that the Township should ask that DOT to maintain their structures. Mayor Starrs asked if the Township can charge the DOT and she stated that she will contact the DOT to get more paint to cover the graffiti. Committee Member Shipps then addressed the damage/vandalism to Ms. McPartland's car. Mayor Starrs stated that the Township insurance company will not address the matter, until a claim is filed with Ms. McPartland's insurance company. Bob McNinch stated that the viaduct is an attractive nuisance, which was addressed by Attorney Parikh. The Committee discussed the safety issues with open manholes and railings missing. Mayor Starrs stated that she will contact the DOT about the issues.

John Murray asked if it was possible make the necessary improvements to safely correct the issues and highlight this feature. Mayor Starrs suggested tree plantings to provide screening. The Committee also discussed requesting that the Judge impose clean up detail for those found guilty of defacing/graffiti.

### **NEW BUSINESS:**

#### Clean Up Dates- May 2 through May 7, 2016

The Clean Up Dates were reviewed and the information will be distributed.

The date was reviewed and noted.

Remediation Notification

Mayor Starrs addressed the follow up report that was received and she was alarmed about the results and the process in notifying residents about follow up information. She asked if the Township should be putting out their own notice to the residents. Mr. Summers asked that he be copied on whatever is eventually sent out. Township Engineer Rodman stated that there is currently an application before the Zoning Board of Adjustment and the Applicant is aware that there will be a condition regarding the remediation of the site. He also stated a concern over the catch basin, which he is addressing with the local DOT office.

Approval of NJ State Firemen's Association Membership Application-Tami Chipko, Brian McShane

Deferred until next week

Medicare Policy

Mayor Starrs addressed the Township Policy, which was discussed with the Committee. Attorney Parikh stated that she will look into the matter and get back to the Mayor.

**ADOPTION OF MINUTES:**

Township Clerk Patton asked if the Minutes were adopted. Several Committee Members stated that they had not received them via email. It was noted to place the adoption of the Minutes on the next agenda.

**OTHER:**

Mayor Starrs stated that a Rice Notice would need to be provided if the Committee were considering a new hire. Township Engineer Rodman addressed the Route 46 resurfacing. He also asked about the contract for the Simpson Road Project.

**PUBLIC COMMENT:**

Bob McNinch applauded the Committee in rejecting the requirement that all Residents have their septic pumped and inspected every three years.

Pam Rusweiller asked how Residents can be notified about the information available regarding the spill. The Committee discussed how to make people aware.

Bill Clifford stated his concern with the DOT and safety issues in regards to the viaducts.

Mr. Rusweiller stated the concerns that were raised with people jumping off the metal bridge by Gary Gray. He stated that they have now made that bridge impassable.

Jaime Murray addressed the expense in regards to the Wastewater Management Plan and having the DEP finish it. She also stated that on April 23 the Environmental Commission will be distributing tree seedlings at the Pavilion at Tunnel Field from 10-11 am. She stated that the Environmental Commission would like to request a \$500.00 Budget for 2016.

Bill Clifford asked about the air conditioning quotes. It was noted that the quotes were rejected because they seemed high. Township Engineer Rodman stated that they can send out for quotes again. The Committee agreed.

Committee Member Farber questioned the status of contacting the Mason. Deputy Mayor Cuntala stated that she will reach out to the Contractor.

With there being no further comment, the public meeting was closed to the public.

**ADJOURNMENT:**

A motion was made by Mayor Starrs and seconded by Deputy Mayor Cuntala to adjourn the meeting at 9:45 p.m. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes

Prepared from audio recording,

Alfia Schemm

Secretary

9/9/16