

**TOWNSHIP OF KNOWLTON  
WARREN COUNTY, NEW JERSEY  
ORDINANCE # 2018-03**

**CALENDAR YEAR 2018  
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS  
AND TO ESTABLISH A CAP BANK  
(N.J.S.A. 40A: 4-45.14)**

**WHEREAS**, the Local Government Cap Law, N.J.S.A. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

**WHEREAS**, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

**WHEREAS**, the Township Committee of the Township of Knowlton in the County of Warren finds it advisable and necessary to increase its CY 2018 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

**WHEREAS**, the Township Committee hereby determines that a 3.5% increase in the budget for said year, amounting to \$58,160.10 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

**WHEREAS** the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW THEREFORE BE IT ORDAINED**, by the Township Committee of the Township of Knowlton, in the County of Warren, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2018 budget year, the final appropriations of the Town of Belvidere shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$58,160.10 and that the CY 2018 municipal budget for the Township of Knowlton be approved and adopted in accordance with this ordinance; and,

**BE IT FURTHER ORDAINED**, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Introduction April 26, 2018

Motion: Starrs

Second: Cuntala

Roll Call: Cuntala--yes , McNinch-- yes, Shipps--yes, Van Horn--yes, Starrs--yes

Adoption: May 14, 2018

Motion:

Second:

Roll Call Cuntala-- , McNinch-- , Shipps-- , Van Horn-- , Starrs—

**KNOWLTON TOWNSHIP  
WARREN COUNTY, NEW JERSEY  
RESOLUTION 2018-69**

**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
- B. Litigation

**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.

DATE: May 14, 2018

Motion:

Second:

Roll Call: Cuntala- , McNinch-- , Shipps--, Van Horn--, Starrs--

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Kristin Shipps, Acting Clerk

**KNOWLTON TOWNSHIP  
WARREN COUNTY, NEW JERSEY  
RESOLUTION 2018-70**

**Fixing the Salaries and Wages of Officials, Appointees and Employees of the Township of Knowlton in the County of Warren, State of NJ for 2018**

**BE IT RESOLVED** by the Mayor and Township Committee of the Township of Knowlton, in the County of Warren and State of New Jersey that the salaries of the elected officials, appointees and employees of the Township of Knowlton, in the County of Warren and State of New Jersey, shall be as follows for the year 2018:

|  | <b>AMOUNT</b> | <b>PER</b>     |
|--|---------------|----------------|
| Mayor                                      | 3,751.05      | Year           |
| Committee Member                           | 3,202.92      | Year           |
| Acting Township Clerk                      | 36,342.60     | Year           |
| Registrar                                  | 2,595.90      | Year           |
| Deputy Clerk                               | 25.30         | Hour           |
| Recreation Director                        | 8,539.81      | Year           |
| Recreation Laborer (P/T)                   | 15.00-15.89   | Hour           |
| Municipal Housing Liaison                  | 32.64         | Hour           |
| Tax Assessor                               | 18,149.90     | Year           |
| Assist. Tax Assessor                       | 4,038.12      | Year           |
| Property List Certification                | 10.00         | as billed      |
| Tax Collector                              | 25,985.55     | Year           |
| Deputy Tax Collector                       | 20.61         | Hour           |
| Fire Prevention Official                   | 6,376.54      | Year           |
| Code Enforcement Official                  | 12,240.00     | Year           |
| Code Enforcement Official Court Appearance | 43.38         | hour           |
| Public Works Manager                       | 30.75         | hour           |
| Public Works Assist. Supervisor            | 25.86         | hour           |
| Public Works Driver/Laborer I              | 19.92         | hour           |
| Public Works Laborer II                    | 19.34         | hour           |
| Public Works Laborer III                   | 16.04         | hour           |
| Public Works Driver/Laborer Part Time      | 15.00-15.61   | hour           |
| Animal Control Officer                     | 7,553.63      | Year           |
| Driveway Inspector                         | 30.09         | per inspection |
| Secretary - Board of Adjustment            | 7,841.00      | Year           |
| Secretary – Planning Board                 | 7,841.00      | Year           |
| Emergency Management Coordinator           | 3,834.21      | Year           |
| Emergency Management Assistant             | 34.42         | Hour           |
| Emergency Management Deputy                | 1,686.50      | Year           |
| 9-1-1 Coordinator                          | 1,832.14      | Year           |
| Municipal Court Judge                      | 34,889.22     | Year           |
| Municipal Court Administrator              | 74,528.88     | Year           |
| Deputy Court Administrator                 | 38,336.39     | Year           |

|                              |          |             |
|------------------------------|----------|-------------|
| Call Outs                    | 61.10    | as billed   |
| Municipal Court Attendant    | 216.72   | per session |
| Clean Communities Supervisor | 3,250.94 | Year        |
| Maintenance Custodian        | 7,614.88 | Year        |

**BE IT FURTHER RESOLVED** that other employees' benefits and compensation are set forth in a Personnel Policy, as amended.

**BE IT FURTHER RESOLVED** that this resolution shall be retroactive to January 1, 2018, except as otherwise noted.

Date:

Motion:

Second:

VOTE:

**CERTIFICATION:** It is hereby certified that this is a true and accurate copy of a Resolution adopted by the Township Committee of the Township of Knowlton, Warren County, NJ at a Regular Meeting held on May 14, 2018.

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Kristin Shipps  
Acting Municipal Clerk

**TOWNSHIP OF KNOWLTON  
COUNTY OF WARREN, STATE OF NEW JERSEY  
RESOLUTION 2018-71**

**RESOLUTION AUTHORIZING THE MAYOR TO SIGN A PROFESSIONAL SERVICES  
CONTRACT WITH KEITH BONCHI, ESQ., OF GMS LAW FOR *IN REM* FORECLOSURE  
SERVICES**

**WHEREAS**, N.J.S.A. 54: 5-104.29 *et seq*, the *In Rem* Tax Foreclosure Act, allows the governing body of a municipality to foreclose on any of the tax sale certificates held by it; and

**WHEREAS**, municipalities may desire to foreclose *In Rem* for reasons including:

- To compel payment of taxes,
- To remove non-performing properties from tax rolls,
- To increase collection rates to lower reserve for uncollected taxes,
- To control abandoned properties,
- To stabilize the tax base; and

**WHEREAS**, the Knowlton Township Committee expressed a desire to foreclose on such properties at the April 9, 2018, Township Committee meeting; and

**WHEREAS**, this action has been recommended by the Township auditor; and

**WHEREAS**, prior to instituting foreclosure a municipality should pass a resolution appointing counsel to do the *In Rem* foreclosures; and

**WHEREAS**, the Township approached three attorneys regarding providing these services; and

**WHEREAS**, Keith Bonchi, Esquire, of GMS Law has presented the Township with the lowest offer to provide legal services at a cost of \$1,400 to \$1,600 for a minimum of 10 tax sale certificates for properties that do not involve federal liens; and

**WHEREAS**, GMS Law requests the use of their own title company; and

**WHEREAS**, the Township Committee wishes to accept this offer.

**NOW, THEREFORE, BE IT RESOLVED:**

The Mayor of the Township of Knowlton is hereby authorized to execute the attached Professional Services Contract between Knowlton Township and Keith Bonchi, Esquire, of GMS Law.

May 14, 2018

Motion:

Second:

Roll Call:

**TOWNSHIP OF KNOWLTON  
COUNTY OF WARREN  
STATE OF NEW JERSEY  
RESOLUTION 2018-72**

**Resolution Authorizing the Mayor and Clerk to execute the Agreement Authorizing Connection to the Township of Knowlton Sewer System between Knowlton Township and Simpson Road Project LLC**

**WHEREAS**, the Simpson Road Project, LLC, has an approved Development on Block 14 Lots 1 and 2 on the Tax Maps of Knowlton Township;

**WHEREAS**, the Township entered into a Service Agreement Between the Township of Knowlton and Applied Environmental Systems, Inc. , on November 13, 1995 ("Service Agreement"), whereby Applied Environmental Systems, Inc. agreed to design, build, and operate a wastewater treatment facility ("Plant") for the Township to treat wastewater originating from certain properties located within the service area as defined in the Township's approved Wastewater Management Plan; and

**WHEREAS**, Simpson Road Project, LLC, will require wastewater treatment and is within the aforementioned service area; and

**WHEREAS**, the Township Committee of Knowlton possesses agreements with McDonald's and the Travel Centers of America, the other users of the wastewater facility, delineating the terms and conditions of use of the wastewater facility; and

**WHEREAS**, the Township Committee of Knowlton desires to have an agreement with Simpson Road LLC, delineating the terms and conditions of wastewater processing for their approved development, the Delaware Travel Center.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee of Knowlton hereby authorizes the Mayor and Clerk to execute the attached Agreement Authorizing Connection to the Township of Knowlton Sewer System.

May 14, 2018

Motion:

Second:

Roll Call:

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Kristin Shipps, Acting Clerk

**TOWNSHIP OF KNOWLTON  
WARREN COUNTY, NEW JERSEY  
RESOLUTION # 2018-73**

A resolution supporting the Scenic Byways Nomination Application to NJ Scenic Byways  
Advisory Committee (at NJDOT)

**WHEREAS**, a Scenic Byway is defined as a transportation corridor of regionally outstanding scenic, natural, recreational, cultural, historic or archaeological significance; and

**WHEREAS**, the State of New Jersey maintains a Scenic Byways Program that identifies, promotes, and preserves New Jersey's scenic roads and also provides funding for townships to promote tourism and encourage protection of these roadways; and

**WHEREAS**, the stretch of Route 80 through Knowlton Township with a view of the Delaware Water Gap is one of New Jersey's outstanding natural attractions; and

**WHEREAS**, Scenic Byways Designation offers protection against highway billboards and other manmade visual detractions on the highway such as steel fences; and

**WHEREAS**, other benefits of Scenic Byways Designation include: Federal funding, increased tourism, planning for managed growth, preservation of the view of the Delaware Water Gap in Knowlton Township; and

**WHEREAS**, Scenic Byways Designation includes an agreement by the sponsor, which is the Environmental Commission, to undertake a Corridor Management Plan; and

**WHEREAS**, a Corridor Management Plan provides a scenic inventory of the byway, long term management and maintenance recommendations, "view shed" management including land use, economic benefits, funding needs and sources, and other relevant factors; and

**WHEREAS**, non-matching grants are provided by the State for Corridor Management Plans and the Knowlton Environmental Commission agrees to undertake the responsibility for applying for such a grant; and

**WHEREAS**, failure to secure a Corridor Management Plan grant will result in the loss of Scenic Byways Designation after a period of 5 years and no other penalty; and

**WHEREAS**, the Knowlton Environmental Commission wishes to submit an application for Scenic Byways Designation for a loop including exit 12 off of Interstate Route 80, following Route 521 North, left onto County Route 94 South, turning right onto



Academy Road, right on Main Street and left onto Blair Place, continuing onto High Street, then Millbrook Road (County Route 602) North, turning left onto Old Mine Road in the Delaware Water Gap National Recreation Area, continuing through Worthington State Forest, meeting back with Interstate Route 80 from the Delaware Water Gap back to Exit 12; including a spur in Knowlton Township off of Interstate Route 80 at exit 4C, Route 94 North to the Village of Hainesburg; and including an extension along Old Mine Road up to the junction of Route 206 within the Delaware Water Gap National Recreation Area.; and

**WHEREAS**, there has been enthusiastic encouragement on the part of the Scenic Byways Nomination Board to see these sections of road referenced above brought into the program.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of Knowlton expresses its supports for the application for the sections of road referenced above to be designated as a State Scenic Byway.

Date: May 14, 2018

Motion:

Second:

Roll Call: Cuntala-- , McNinch-- , Shipps-- , Van Horn-- , Starrs--

I hereby certify the foregoing to be a true copy of a resolution adopted by the Township Committee of the Township of Knowlton, Warren County, New Jersey, at a regular meeting held on.

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Kristin Shipps, Acting Municipal Clerk