

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

**TOWNSHIP COMMITTEE MEETING  
January 22, 2015**

A regular meeting of the Knowlton Township Committee was held at the Knowlton Municipal Building. Present were Deputy Mayor Cuntala and Township Committee Members Farber and Shipps. The minutes were recorded by 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 by Deputy Mayor Cuntala at 7:00 pm.

**APPROVAL OF MINUTES:**

A motion was made by Deputy Mayor Cuntala to approve the January 5, 2015 reorganization meeting minutes. The motion was seconded by Committeewoman Shipps. Roll Call: Mathez – absent, Cuntala – yes, Farber - yes, Shipps – yes, Starrs – absent.

**DEPARTMENT REPORTS:**

Brian Peck, DPW Supervisor

Mr. Peck reported on the status of snow plow drivers. He stated the DPW has adequate staffing. He also reported there are 3 dump trucks and 4 pick-up trucks in the fleet. Committeeman Farber inquired about the salt inventory. Mr. Peck explained the rain has washed a lot of salt away. Discussion took place regarding stone vs. tar & chip processes. Discussion also took place regarding the Station Road bridge project. Committeewoman Shipps said performance reviews will be held in late February or early March.

**RESOLUTIONS:**

**Resolution 15-15  
Resolution Approving Payment of Vouchers  
(copy attached)**

A motion was made by Deputy Mayor Cuntala and seconded by Committeeman Farber to approve Resolution 15-15. Roll Call: Mathez – absent, Cuntala – yes, Farber – yes, Shipps – yes, Starrs – absent.

**Resolution 15-02B  
Resolution Appointing Compensated Appointments  
(copy attached)**

A motion was made by Deputy Mayor Cuntala and seconded by Committeewoman Shipps to approve Resolution 15-02B. Roll Call: Mathez – absent, Cuntala – yes, Farber – yes, Shipps – yes, Starrs – absent.

**Resolution 15-16  
Resolution Approving 2015 Compensated Appointments  
(copy attached)**

Township Committee members present were in agreement to table Resolution 15-16.

**Resolution 15-17**

**Resolution Approving Waiver of Permit Fees For Knowlton Township Non Profit Organizations**  
(copy attached)

A motion was made by Committeeman Farber and seconded by Deputy Mayor Cuntala to approve Resolution 15-17. Roll Call: Mathez – absent, Cuntala – yes, Farber – yes, Shippis – yes, Starrs – absent.

**Resolution 15-18**

**Resolution Approving Knowlton Township Lions Club 2015 Truck Raffle Application**  
(copy attached)

A motion was made by Committeeman Farber and seconded by Deputy Mayor Cuntala to approve Resolution 15-18. Roll Call: Mathez – absent, Cuntala – yes, Farber – yes, Shippis – yes, Starrs – absent.

**Resolution 15-19**

**Resolution Approving NJABC Special Affairs Permit For Knowlton Township Lions' Club Truck Raffle**  
(copy attached)

A motion was made by Committeeman Farber to approve Resolution 15-19. The motion was seconded by Deputy Mayor Cuntala. Roll Call: Mathez – absent, Cuntala – yes, Farber – yes, Shippis – yes, Starrs – absent.

**Resolution 15-20**

**Resolution Approving Knowlton Township Lions Club 2015 Harley Davidson Raffle**  
(copy attached)

A motion was made by Committeeman Farber and seconded by Committeewoman Shippis to approve Resolution 15-20. Roll Call: Mathez – absent, Cuntala – yes, Farber – yes, Shippis – yes, Starrs – absent.

**Resolution 15-21**

**Resolution Approving NJABC Special Affairs Permit For WNTI Music Festival**  
(copy attached)

A motion was made by Committeeman Farber to approve Resolution 15-21. The motion was seconded by Deputy Mayor Cuntala. Roll Call: Mathez – absent, Cuntala – yes, Farber – yes, Shippis – yes, Starrs – absent.

**OLD BUSINESS:**

Zoning Official

Committeeman Farber reported that Joe Rossi, Zoning Official requested that one Township Committee member be designated to act as liaison to the zoning office. Mr. Rossi requested Committeeman Farber or Deputy Mayor Cuntala as the liaison because they were involved in the interviewing and hiring process of the zoning official. Deputy Mayor Cuntala appointed Committeeman Farber to the position.

Warren County Municipal and Charitable Trust Fund Conservancy

Committeewoman Shippis stated she will check with her employer to determine if she may serve as the Knowlton Township representative for the Warren County Municipal and Charitable Trust Fund Conservancy.

Municipal Clerk Office

Township Committee members present approved the Municipal Clerk's request to work outside regular office hours to complete her duties. She stated there is no compensation for the extra time.

**NEW BUSINESS:**

There was no new business discussed.

**PUBLIC COMMENT:**

Bill Clifford, Koeck Road, stated the generators at the municipal building, DPW and Fire Co. need to be serviced. Maintenance kits can be purchased for servicing or Kohler can maintain the machines. Township Committee members present were in agreement to purchase kits and ask the DPW Supervisor to maintain the generators. Committeeman Farber volunteered to help the DPW Supervisor with the maintenance. Deputy Mayor Cuntala will follow up with the DPW Supervisor.

Discussion took place regarding Sprint's request to dig a trench along Koeck Road. Mr. Clifford requested that Engineer Rodman ensure there will be no damage to property owners. Mr. Clifford suggested it may be possible to require a surety bond. The municipal clerk will forward a copy of the Sprint letter to Committeewoman Shipp.

Discussion also took place regarding the Station Road bridge project. There is concern that there should be a guardrail on the bridge. The municipal clerk will follow up with Warren County Bridge Division.

Also discussed was the Route 80 Weigh Station. Committeeman Farber reviewed the need for Township Committee members to contact legislators to request civilian employees to man the station so that it can be open for business more often.

**ADJOURNMENT:**

There being no further business, a motion was made by Committeeman Farber and seconded by Deputy Mayor Cuntala to adjourn the meeting at 8:00 pm. All were in favor.

Respectfully submitted,

Lisa K. Patton  
Municipal Clerk