

**TOWNSHIP OF KNOWLTON
COUNTY OF WARREN, STATE OF NEW JERSEY
TOWNSHIP COMMITTEE MEETING MINUTES
June 26, 2014**

A regular meeting of the Knowlton Township Committee was held at the Knowlton Township Municipal Building. Present were Mayor Farber, Deputy Mayor Cuntala and Committee Members Mathez and Starrs. 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 at 7:05 pm by Mayor Farber with a salute to the flag and roll call.

APPROVAL OF MINUTES:

A motion was made by Committeeman Mathez to approve the June 9, 2014 Township Committee meeting minutes. The motion was seconded by Committeewoman Starrs. Roll Call: Mathez – yes, Cuntala – abstain, Odorizzi – absent, Starrs – yes, Farber – yes.

PRESENTATION: Joe Piesicki, Deputy Tax Collector

Mr. Piesicki reviewed reasons for his resignation after 23 years of employment with Knowlton Township. He stated that employees should be treated with respect. He said he is opposed to punching a time clock because he is trusted with collection of millions of dollars and should be trusted to keep track of his time. He explained he has put in much personal time to complete tax office operations. He also cited lack of concern for employee safety and welfare.

Committeewoman Starrs commented that the policy was in attempt to have a smoothly run workplace where residents can come to the offices and find all employees present during business hours. She noted that all employees will be required to use the time clock; it should not be taken as a reflection of that individual's work with the township. She noted that time clocks are standard in other municipalities.

The Township Committee thanked Mr. Piesicki for his years of service.

Bill Clifford, Koeck Road, stated the time clock was installed in an unsecure location and is likely to be tampered with by court clients.

ORDINANCES:

Ordinance 14-03

**Ordinance Amending The Salary And Wage Ordinance Of The Township Of Knowlton,
County Of Warren, State Of New Jersey For The Calendar Year 2014**

(copy attached)

A motion was made by Committeeman Mathez to introduce Ordinance 14-03. The motion was seconded by Deputy Mayor Cuntala. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes.

Ordinance 14-04
**Bond Ordinance Providing For The Payment Of Improvements To Township Roads, By
And In The Township Of Knowlton, In The County Of Warren, State Of New Jersey;
Appropriating \$118,000 Therefore And Authorizing The Issuance Of \$112,100 Bonds Or
Notes Of The Township To Finance Part Of The Cost Thereof**

(copy attached)

A motion was made by Committeeman Mathez and seconded by Deputy Mayor Cuntala to open the public hearing for Ordinance 14-04. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber - yes

Committeewoman Starrs explained the need for re-pavement of Walnut Road.

Bob McNinch, Vail Road, asked if the Township could complete the work without creating debt.

Committeeman Mathez explained interest rates are very low and the Township debt is in good standing.

Mr. McNinch stated that low interest rates are not a good reason to create debt. He suggested that routine maintenance could be handled without debt.

Mayor Farber stated there are three or four township roads in disrepair. He explained that the 2% cap imposed by the state limits budgetary spending.

Discussion took place regarding NJDOT grant applications in future years.

Mark Klouda, Route 46, asked how much debt does the Township currently have. Committeewoman Starrs will follow up via e-mail.

Candice Nattland, Route 46, asked for the percentage used to service debt. Committeeman Mathez will follow up.

There being no further discussion, a motion to close the public hearing was made by Committeeman Mathez and seconded by Committeewoman Starrs. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes.

A motion to adopt Ordinance 14-04 was made by Committeeman Mathez and seconded by Deputy Mayor Cuntala. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes.

PRESENTATIONS:

Mark Klouda – Keep Calm & Fight On 5K Race

Mr. Klouda requested permission to hold a 5K race to benefit cancer research. The race will take place on Saturday, October 25th. A motion was made by Committeeman Mathez and seconded by Committeewoman Starrs to approve the event. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes.

Kim Schad, Environmental Commission

Mrs. Schad explained the NRG Energy plant in Portland, PA plans to switch from burning coal to diesel. They have not submitted any permits yet. Knowlton Township Environmental Commission concerns are 1) the NJDEP reports that diesel emissions are already spiking in Knowlton Township and 2) the Warren County Health Department states that Knowlton Township has twice the asthma rates of surrounding towns. The Knowlton Township Environmental Commission is striving to make sure protections are in place for the community.

Bob McNinch, Vail Road, suggested that a letter should be written to NRG requesting them to define emissions. These statistics can be compared to current regulations for new construction.

Dennis Lembeck, Recreation Director

Mr. Lembeck reported that new basketball hoops are currently being installed at the recreation site.

Discussion took place regarding the state of deteriorating cement in the tunnel ceiling.

Mr. Lembeck stated a Clean Communities Township clean-up will be held on the second Saturday in October. Mr. Lembeck will follow up with the Clerk's office for completion of the Clean Communities grant report.

RESOLUTIONS: **Resolution 14-74**
Resolution Approving 2014/2015 NJ ABC Liquor License Renewals
(copy attached)

A motion was made by Committeeman Mathez to approve Resolution 14-74. The motion was seconded by Deputy Mayor Cuntala. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes.

Resolution 14-75
Resolution Approving Grant Agreement Between Knowlton Township And The State
Of New Jersey By And For The Department Of Environmental Protection,
Grant Identifier: RP14-011
(copy attached)

A motion was made by Deputy Mayor Cuntala to approve Resolution 14-75. The motion was seconded by Committeeman Mathez. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes.

Resolution 14-76
Resolution Certifying Governing Body Review Of The 2013 Audit
(copy attached)

A motion was made by Committeeman Mathez and seconded by Committeewoman Starrs to approve Resolution 14-76. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes

Resolution 14-77
Resolution Approving Professional Services Contract Award To Laura Brill
For The Survey Of Block 3, Lot 3 and 3.01
(copy attached)

A motion was made by Committeeman Mathez and seconded by Mayor Farber to approve Resolution 14-77. Roll Call: Mathez – yes, Cuntala – abstain, Odorizzi – absent, Starrs – yes, Farber – yes.

Resolution 14-78
Resolution Approving Warren County Shared Services Agreement
For Sharing Warren County Department Of Public Works – Road Division Equipment
And Personnel Between Knowlton Township And The County Of Warren
(copy attached)

A motion was made by Committeeman Mathez and seconded by Deputy Mayor Cuntala to approve Resolution 14-78. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes.

Resolution 14-79
Resolution Approving Payment Of Vouchers
(copy attached)

A motion was made by Mayor Farber to approve Resolution 14-79. The motion was seconded by Committeewoman Starrs. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes.

Resolution 14-80
Resolution Authorizing Amendment To Capital Budget
(copy attached)

A motion was made by Committeeman Mathez to approve Resolution 14-80. The motion was seconded by Deputy Mayor Cuntala. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes.

Resolution 14-81
Resolution Supporting Sustainable State Funding For Preservation And Stewardship Of
Open Space, Parks, Farmland And Historic Sites In New Jersey
(copy attached)

A motion was made by Mayor Farber to approve Resolution 14-81. The motion was seconded by Committeewoman Starrs. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes.

OLD BUSINESS:

23 Decatur Street

The municipal clerk reported that the construction official stated he is unable to locate the current owner of 23 Decatur Street. The construction official has secured the unsafe porch at the foreclosed property with caution tape. He requested that the DPW keep an eye on the structure to make sure the tape is in place.

NJDEP Portland Generating Station Settlement Funds

Committeeman Mathez explained the Portland Generating Station settlement funds will be disbursed in three payments. The first payment is 30% of the total, the second payment will be

40% and the final payment will be 30%. He recommended that a subcommittee of Christine Rolef, CFO, Dennis Lembeck, Recreation Director, Deputy Mayor Cuntala and another member of the Township Committee be established to coordinate purchases and proper documentation.

COAH

Mayor Farber reported that Blairstown Mayor Shoemaker contacted him in regard to a joint letter addressing new COAH regulations. A letter from the COAH administrator will be requested to outline changes to the program. Mayor Farber will follow up with Mayor Shoemaker.

Century Link

Century Link broadband service has been expanded on Honey Run and Koeck Roads. Committeewoman Starrs reported that one property on Cemetery Road remains without service; the school service has been upgraded but still requires improvements.

NEW BUSINESS:

Employees Entering Municipal Building After Hours

Mayor Farber signed a letter allowing the Clerk's office staff to enter the building after hours if needed.

Tax Rank

Committeeman Mathez reported that the Knowlton Township tax rate ranked 13th out of the 22 Warren County municipalities in 1996. In 2006, the Township ranked 10th.

Bob McNinch, Vail Road, asked for the per capita tax rate. Discussion took place regarding services provided by municipalities with similar tax rates.

Tax Collector Meeting

Committeeman Mathez reported that a meeting was held with Mayor Farber, Committeeman Mathez, Christine Rolef, CFO and Evan Howell, Tax Collector to discuss resolution of audit recommendations. Mr. Howell reported that some funds from the tax redemption account can be moved into surplus.

Bob McNinch, Vail Road, asked if qualified properties are put up for tax sale each year. Committeeman Mathez will follow up.

Personnel Subcommittee Recommendations

Township Committee members present approved a draft of time clock procedures and a memo to employees explaining that the building is closed for business except court matters on scheduled court days.

PUBLIC COMMENT:

Candice Nattland, Historic Commission, gave a progress report of at the Ramsaysburg Site. She also reported that the Memorial Day picnic was successful.

ADJOURNMENT:

There being no further business, a motion was made by Committeeman Mathez and seconded by Deputy Mayor Cuntala to adjourn the meeting at 8:55 pm. All were in favor.

Respectfully submitted,

Lisa K. Patton
Municipal Clerk