

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

**TOWNSHIP COMMITTEE MEETING  
August 27, 2015**

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, Farber and Shipps. Also present was Ted Rodman, Municipal Engineer. 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 7:00 pm with a salute to the flag and roll call.

**APPROVAL OF MINUTES:**

Township Committee members were in agreement to table the August 10, 2015 Township Committee meeting minutes. Mayor Starrs requested that her statement regarding the transfer of the county's portion of maintenance of Decatur Street in Columbia to Knowlton Township be included. She stated that although she cannot discuss a personnel matter, the residents will question why action was not taken sooner.

The municipal clerk stated she objects to derogatory comments made about her performance in public meetings. She also stated she did not receive a rice notice.

Committeewoman Shipps asked the municipal clerk if residents need to file an open public records request to obtain information. The municipal clerk responded no.

Committeewoman Shipps asked if Committeeman Farber requested information regarding legal expenses. Committeeman Farber responded yes.

Committeeman Farber stated personnel matters cannot be discussed in public meetings until the attorney advises otherwise.

**PUBLIC COMMENT:**

Mark Klouda requested approval for the Relay For Life 5k race. A motion was made by Mayor Starrs to approve the event. The motion was seconded by Committeewoman Shipps. Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Shipps – yes, Starrs – yes.

**DEPARTMENT REPORTS:**

Dennis Lembeck, Recreation Supervisor

Mr. Lembeck presented two options for a new playground which is funded by a NJDEP grant. The smaller version would be \$5,000 less than the larger playground. He recommended the larger version.

Committeeman Mathez inquired about the size of the new playground. Mr. Lembeck stated it is approximately twice the size of the existing equipment.

Committeeman Farber asked if any of the existing equipment could be used elsewhere. Mr. Lembeck stated it is possible.

Committeewoman Shipps said she will ask if Gary Gray will donate mulch in exchange for advertising at the recreation site.

Discussion took place regarding installation of the new equipment by a certified installer or volunteers. Mayor Starrs said the insurance representative confirmed that volunteers would be covered for liability but not medical. It would be possible to have volunteers sign a waiver.

Committeeman Mathez asked Mr. Lembeck for numbers for the walking trail. Mr. Lembeck stated he does not have excavating costs. The cost of rolling blacktop is \$38,000. Mr. Lembeck also said \$104,000 of the total grant amount of \$350,000 has been spent.

Committeeman Mathez said two questions regarding funds for the walking path and insurance concerns have been answered.

A motion to approve the larger option for the new playground was made by Deputy Mayor Cuntala. The motion was seconded by Committeeman Farber. Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Shipps – yes, Starrs – no. Mayor Starrs stated that although she voted against the project, the playground was approved.

## **RESOLUTIONS:**

### **Resolution 15-75**

#### **Resolution Calling For The Designation Of A Reduced Salt Zone In The Village Of Columbia.** (copy attached)

Mayor Starrs stated many options for salt reduction have been considered. The EPA and DEP recommend calibration of salt spreaders each year and record keeping of salt usage. She stated the DPW supervisor is not planning to use grit because the amount of salt being used is not known. The DPW supervisor plans to reduce the amount of salt being spread. She also stated the EPA suggests designation of low salt zones in environmentally sensitive areas.

Mayor Starrs said signs costing approximately \$25 each can be installed and used as leverage to request that other entities salting in Columbia also reduce salting practices.

Committeeman Mathez asked resident Pam Russweiler if she can test her water herself. Mrs. Russweiler said she uses a pool kit. The level of salt is currently 1400. Mayor Starrs stated 50 is normal. Mayor Starrs said another resident on Stark Road tested at 400. Mrs. Russweiler stated the Stark Road resident has a hand dug well. Other Stark Road residents do not have a problem with salt contamination.

Mrs. Russweiler stated the resolution does not include Washington Street in Columbia.

Committeeman Farber stated the policy should be township wide to include Hainesburg and other areas. Mayor Starrs said the resolution calls for minimum salt application on all township roads.

A motion was made by Committeeman Mathez and seconded by Deputy Mayor Cuntala to approve Resolution 15-75. Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Shipps – yes, Starrs – yes.

Bob McNinch, Vail Road, commented that the resolution on salt showed good intent and responsiveness by the Committee to a serious issue and that calibrating of the salt spreaders plus keeping records of actual salt usage

were good common sense measures to take. Regarding the “minimum salt techniques” referenced in the resolution and to be used by the road department, Mr. McNinch recommended these be clearly defined to avoid just kicking this problem down the road. Mayor Starrs advised she had provided the road department a written “minimum salt techniques” procedure for their use and techniques vary dependent on temperature. Committeeman Mathez and Deputy Mayor Cuntala said the DPW supervisor is conscientious and will do a good job.

**Resolution 15-76**  
**Resolution Approving Payment Of Vouchers**  
(copy attached)

Committeeman Farber asked what CP Engineering is. The municipal clerk explained it is the new name for Cerenzio & Panaro Engineering, wastewater engineers. Committeeman Farber also asked about the outcome of a Dorrence Hillyerd Plumbing voucher. Mayor Starrs said she will follow up on the Dorrence Hillyerd voucher.

A motion was made by Mayor Starrs and seconded by Committeeman Farber to approve Resolution 15-76. Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Shipps – yes, Starrs – yes.

**Resolution 15-77**  
**Resolution Approving New Jersey Legalized Games Of Chance Application For A 50/50 Raffle To Be Held By Knowlton Township PTO on October 9, 2015 At The Knowlton Township Elementary School**  
(copy attached)

A motion was made by Committeeman Mathez and seconded by Deputy Mayor Cuntala to approve Resolution 15-77. Roll Call: Mathez – yes, Cuntala – yes, Farber – yes. Shipps – yes, Starrs – yes.

**Resolution 15-78**  
**Resolution Approving New Jersey Legalized Games of Chance Application For A Tricky Tray To Be Held By Knowlton Township PTO on October 9, 2015 At The Knowlton Township Elementary School**  
(copy attached)

A motion was made by Committeeman Mathez and seconded by Deputy Mayor Cuntala to approve Resolution 15-78. Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Shipps – yes, Starrs – yes.

**Resolution 15-79**  
**Resolution Awarding Fire Truck Bid**  
(copy attached)

Ted Rodman, Municipal Engineer, explained the bid was reviewed by Gebhardt & Kiefer. A purchase order will be prepared with affirmative action to be provided.

Committeeman Mathez suggested the resolution could be approved on the condition that affirmation action is completed.

Mayor Starrs explained Command Apparatus was frustrated with the timing.

A motion was made by Committeeman Mathez to approve Resolution 15-79. The motion was seconded by Deputy Mayor Cuntala. Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Shipps – yes, Starrs – yes.

Committeewoman Shipps stated she is meeting with the Fire Company to review budget concerns.

Bob McNinch, Vail Road, stated the resolution wherein the Committee authorized spending approximately \$232,000 of Knowlton residents money to purchase a used fire truck was a significant event and the fact that  
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only one bid was received gave the appearance that the specification has been written in such a way that only one company could bid. Township Engineer Rodman, the author of the specification, indicated this was not the case and gave Mr. McNinch a copy of the specification to look at. After review, Mr. McNinch commented that he had extensive professional experience with specifications and in his opinion this specification, specifically the technical section, was so specific and detailed with non-performance items that clearly in the case of a used fire truck it would be impossible for any bidder to bid except one bidder. Mr. McNinch asked the Committee if the single bid received was for the same truck and from the same company that the Fire Department had been in extensive discussions with prior to the specification being written and issued. The Township Committee advised that is was.

Mayor Starrs suggested that the specification could be made vaguer so more entities could bid.

Committeewoman Shipps explained the Township Committee looked into lease, used, refurbished and new purchase options.

Committeeman Farber asked about a warranty. Engineer Rodman said the warranty is for one year with a five year warranty on the transmission and drive train. Committeeman Farber asked about a warranty on the fire apparatus. Engineer Rodman said there is none. He reviewed the warranty with the Fire Company and the vendor.

## **OLD BUSINESS:**

### Route 46 & Roy Ace Street Light

Mayor Starrs reported the NJDOT has agreed to submit five other options to their plan of changing the blinking yellow light to a red light at the intersection of Route 46 and Roy Ace Street.

### Municipal Building Basement

Committeeman Farber stated he found a company that will provide a free quote to remediate the mold problem in the basement. Committeeman Farber offered to meet with the company if the Township Committee approved. Township Committee members were in consensus to approve the meeting.

## **NEW BUSINESS:**

### Personnel

Mayor Starrs reported that the court attendant is retiring. Judge Santini said he will try to find a replacement if the Committee agrees. Committeeman Farber stated he will talk to a retired police officer who may be interested.

Mayor Starrs asked if the February 26, 2015 meeting minutes were approved. The municipal clerk will check.

### Station Road Parking Permits

Committeewoman Shipps asked if any Station Road parking permits have been issued. The municipal clerk reported two have been issued.

Committeeman Mathez stated the signs have not been installed.

Committeewoman Shipps stated a lot of New York residents have been parking on the weekends. She has notified the State Police.

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Mayor Starrs said five tickets will be addressed at the next court date.

## **PUBLIC COMMENT:**

Pam Russweiler, Columbia, thanked the Township Committee for the reduced salt zone resolution. She also said construction around the Delaware River Joint Toll Bridge Commission ramp and Route 46 is causing noise concerns in the middle of the night when they bring equipment.

Mayor Starrs said it may get worse before it gets better. She has been notified that there will be ramp closings.

John Sikora, Community Service, asked if the Township Committee has any community service requests. Committeeman Mathez said he has e-mailed requests to Dennis Lembeck. Mr. Sikora reported he has completed Meadow Ridge Road and will address landscaping issues at the municipal building.

Bill Clifford, Koeck Road, stated that at the last meeting, the Township Committee came out of executive session and hired special counsel for personnel matters. At this meeting, the Township Committee can't talk about personnel matters. Mr. Clifford said we live in a small town, we know what the special counsel is for and object.

Mr. Clifford said he spoke to Mr. Lanza, the first special counsel hired, so it is obvious that he knows. He stated he wants it on record that he knows.

Mayor Starrs asked if Mr. Clifford read the report. Mr. Clifford said no.

The municipal clerk advised the Township Committee that she is aware of their intentions because discussions in executive session can be overheard in the hallway. She had notified the Township Committee of this previously. She also stated Mr. Lanza's investigation did not include any of her witnesses. Therefore, the report is biased.

George Trongone, Polkville Road, said the DPW supervisor is waiting for the approved wording to be used on the Station Road signs.

Bill Clifford stated many road signs are missing and requested that the DPW address the missing signs.

John Sikora said a resident requested that the stop sign at Decatur Street be straightened.

## **EXECUTIVE SESSION:**

At 8:10 pm, a motion was made by Mayor Starrs to approve Resolution 15-80 to enter executive session for discussion of personnel. The motion was seconded by Committeeman Mathez. Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Shipps – yes, Starrs – yes.

Bob McNinch, Vail Road, asked for the general subject of the executive session. Mayor Starrs said personnel.

The Township Committee returned to public session at 8:15 pm.

## **ADJOURNMENT:**

A motion was made by Committeeman Mathez and seconded by Mayor Starrs to adjourn the meeting at 8:15 pm. All were in favor.

Respectfully submitted,

Lisa K. Patton  
Municipal Clerk  
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