

**TOWNSHIP OF KNOWLTON
COUNTY OF WARREN, STATE OF NEW JERSEY
TOWNSHIP COMMITTEE MEETING MINUTES
September 25, 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 Committeewoman Cuntala and seconded by Committeeman Mathez to approve the September 8, 2014 minutes. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes.

DEPARTMENT REPORTS:

Ted Rodman, Township Engineer, reported that Blairstown will accept a donation of a speed monitor. Blairstown will house and maintain the monitor and allow Knowlton to use the monitor two times per year. The municipal clerk, CFO and engineer will prepare a resolution approving the donation.

RESOLUTIONS:

**Resolution 14-94
Resolution Approving Payment Of Vouchers
(copy attached)**

A motion was made by Committeeman Mathez to approve Resolution 14-94. The motion was seconded by Committeewoman Starrs. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes.

OLD BUSINESS:

Habitat For Humanity

Mayor Farber reported that he has been in contact with Nevitt Duveneck from Habitat For Humanity and reviewed concerns with the property. Mayor Farber explained that the lot was purchased with funding from the Delaware River Greenway. The property was originally intended to be a park. The Greenway may require that the lot remain undeveloped. Mayor Farber suggested the Township may be able to repay the Greenway because Columbia residents were not in favor of a park. Committeeman Mathez will set up a meeting with the Delaware River Greenway.

Energy Audit

Committeewoman Starrs reviewed the status of the energy audit. She noted that 5 sets of RFP's were sent out. Two responses were received, one of which was not interested. The cost of the audit is \$5950.00 and is paid by the LGEA program.

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

Municipal Court

Discussion took place regarding a recent court audit in which the building was too crowded. The court will add additional court days in the future. Committeewoman Starrs will meet with Judge Santini and the AOC.

A bullet proof door for the Judge's chambers was also discussed. Committeewoman Starrs reported the installation of the door will be delayed due to a measurement error. Bill Clifford, Koeck Road, stated that the correct dimensions were given to the company and they should resolve the problem at their expense. Mr. Clifford also noted that he stored the door because it was left in the parking lot. Committeewoman Starrs will follow up.

NEW BUSINESS:

Zoning Office

A motion was made by Committeeman Mathez to accept the resignation of George Rabtzow, Zoning Officer effective when a replacement is hired. The motion was seconded by Deputy Mayor Cuntala. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes.

Committeeman Mathez stated he has spoken with two potential candidates. Mayor Farber will follow up with Mayor Shoemaker of Blairstown regarding a shared service agreement. A motion was made by Committeeman Mathez to authorize the Mayor to proceed with a shared service agreement. The motion was seconded by Committeewoman Starrs.

Mayor Farber requested that the municipal clerk purchase departing gifts for Mr. Rabtzow and Mr. Piesecki.

Knowlton Elementary School

Deputy Mayor Cuntala reported that she attended the Knowlton Elementary School Board meeting. She reviewed reasons for turnover in the administrator position.

Kate McGuinness stated there are open school board seats. Anyone interested should contact the school board administrator.

Flu Shots

Committeeman Mathez stated the annual flu shot luncheon has been cancelled due to lack of availability of the shots. The clinic may be rescheduled in December.

Water Heater

Committeewoman Starrs stated the water heater is leaking and requested that the municipal clerk obtain quotes for a replacement heater.

Ambulance Service

Discussion took place regarding ambulance service charges. Mayor Farber stated he was under the impression that Hackettstown Ambulance Service would only charge what insurance covers. He also suggested that the WNTI music festival could approach Hackettstown Ambulance to provide service at the festival as a means of advertising their services. Committeeman Mathez will follow up with Mr. Gast from Hackettstown Ambulance. Committeeman Mathez will also contact Pete Summers, Warren County Health Department, to expedite service from Suburban EMS.

Best Practices Inventory

The Township Committee discussed the best practices inventory score. They noted that compliance has improved from last year.

Foreclosure Properties

Committeeman Mathez stated the law governing maintenance of foreclosures has changed to increase requirements. He will review the changes with Evan Howell, Tax Collector.

NJDEP Recreation Fund

The Township Committee noted that the compensation from the Portland Generating Station has not been received.

PUBLIC COMMENT:

Kate McGuinness requested that a stop sign be installed where Hinesburg River Road and Stark Road meet for safety. Ted Rodman, Township Engineer will follow up.

Bill Clifford stated that brush at the intersection is overgrown creating sight distance problems.

ADJOURNMENT:

There being no further business, a motion was made by Committeeman Mathez and seconded by Deputy Mayor Cuntala to adjourn the meeting at 9:05 pm. All were in favor.

Respectfully submitted,

Lisa K. Patton
Municipal Clerk
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