

TOWNSHIP OF KNOWLTON
COUNTY OF WARREN, STATE OF NEW JERSEY
TOWNSHIP COMMITTEE MEETING MINUTES
November 10, 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. Also present were Dick Cushing, Municipal Attorney and Ted Rodman, Municipal Engineer.

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.

EXECUTIVE SESSION: Resolution 14-99 (copy attached)

A motion was made by Deputy Mayor Cuntala and seconded by Committeeman Mathez to approve Resolution 14-99 to enter executive session for discussion of personnel. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes. The Township Committee returned to public session at 7:30 pm.

APPROVAL OF MINUTES:

Approval of October 23, 2014 Township Committee meeting minutes was tabled.

DEPARTMENT REPORTS:

Ted Rodman, Municipal Engineer

Engineer Rodman reported a storm water audit was completed at the DPW. Committeeman Mathez asked what the audit checks for. Mr. Rodman explained the audit checks for neatness and spillage around gas pumps, salt sheds, etc. A curtain will be installed on the salt shed.

Mr. Rodman also reported he is working on a questionnaire from Finch Oil regarding the 2,000 gallon double walled in ground oil tank at the municipal building. The tank was installed in 1993.

Mr. Rodman will provide a report of right of way distances on Hainesburg River Road, Woodruff Way, Stark Road, Auble Road and Cemetery Road.

Discussion took place regarding the Route 94 and Frog Pond Road intersection. Engineer Rodman stated the intersection should be changed to a T-intersection for safety concerns. Mayor Farber noted the same circumstance exists at Route 94 and Brugler Road. Engineer Rodman agreed the intersection should also be changed to a T-intersection for safety reasons.

Engineer Rodman reported he spoke to Mrs. Frazer, Learn Road. He will visit the site to address her concerns regarding an open drain along Learn Road.

RESOLUTIONS:

Resolution 14-100
Resolution Approving Payment of Vouchers
(copy attached)

A motion was made by Committeeman Mathez to approve Resolution 14-100. The motion was seconded by Deputy Mayor Cuntala. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes.

Resolution 14-101

Resolution Approving Professional Services Contract – John Lanza, Esq., Special Counsel (copy attached)

A motion was made by Committeeman Mathez and seconded by Deputy Mayor Cuntala to approve Resolution 14-101. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes.

OLD BUSINESS:

American Fuel

Attorney Cushing explained an \$8,000.00 judgment against American Fuel is outstanding. A letter from Judge Santini was sent to the Attorney General's office requesting that American Fuel be stripped of their corporate status if the judgment remains outstanding.

Attorney Cushing recommended that the zoning officer determine if the violations are still present or if American Fuel is now in compliance. Attorney Cushing stated that the owner and tenant should both be sited if necessary. Discussion took place regarding placing a lien on the property. Attorney Cushing explained a lien cannot be placed if the owner is different from the tenant. Discussion also took place regarding weights and measures jurisdiction. Attorney Cushing explained this is a zoning issue. Committeewoman Starrs will discuss the issue with the zoning officer.

Shared Service Zoning Officer Agreement

Mayor Farber reviewed revisions to the shared service agreement with Blirstown. Attorney Cushing identified concern with wording of the agreement and suggested a per diem arrangement until the end of the year to allow time to address the inter-local agreement. Mayor Farber suggested that another candidate may be able to be hired at a lower cost.

Engineer Rodman inquired if the agreement includes driveway permits and inspections. Attorney Cushing will draft a revised agreement. A motion was made by Committeeman Mathez and seconded by Deputy Mayor Cuntala to approve hiring David Diehl at a per diem rate until December 31, 2014. Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes.

Municipal Court Ballistic Door

Committeewoman Starrs reported a quote was received to install trim around the new door for \$750.00. An additional quote was disqualified due to no contractor registration. Kise Carpentry installed the door and was paid \$500.00. An additional \$250.00 is owed to Kise for the installation.

Bill Clifford, Koeck Road, stated that contractors must provide a workers comp certificate of insurance before working for the municipality. Attorney Cushing agreed.

Mr. Clifford stated he submitted a quote for \$300 to completely install the door. He asked for justification for awarding the work for over twice the amount than the lower bidder. He explained the job was not completed. Township Committee members said they did not receive Mr. Clifford's quote. The municipal clerk stated there is a concern with security in the clerk's office; this is the second instance of documents missing from the municipal office. Mr. Clifford witnessed the quotes being distributed in the Township Committee mailboxes.

Discussion took place regarding installing wood trim around the door versus spackling around the door to finish the job. Deputy Mayor Cuntala stated another contractor was interested in quoting the work, but will not be available until December. Committeewoman Starrs will obtain additional quotes and ensure contractors provide proof of workers comp insurance, New Jersey business registration and New Jersey contractor's registration certificates.

A motion was made by Committeeman Mathez to approve an additional payment of \$250.00 to Kise Carpentry. The motion was seconded by Deputy Mayor Cuntala. Roll Call: Mathez – yes, Cuntala – yes, Odorizzi – absent, Starrs – yes, Farber – yes.

Committeewoman Starrs also reported that Blairstown will be worked into the court schedule at 3:00 pm. A salary increase for the judge and prosecutor will be considered if an additional court day is added. Committeewoman Starrs will calculate additional costs per year for expansion of the court. A schedule change will be worked out with the Tax Assessor if needed.

Time Clock

Committeewoman Starrs stated she will look into employees who are not complying with the time clock policy. The municipal clerk noted that the CFO reported the collector, assessor and assessor's assistant were not in compliance.

23 Decatur Street

Committeeman Mathez stated that the NJ Bankers' Association reported that Wells Fargo is currently paying taxes on the property at 23 Decatur Street. Committeeman Mathez also reported there is new state legislation allowing municipalities to enforce property maintenance of foreclosures. Attorney Cushing advised a local ordinance must be in place to allow enforcement. Attorney Cushing will prepare the ordinance. The municipal clerk will provide the name of the Wells Fargo property maintenance representative.

NEW BUSINESS:

Warren County Economic Development Advisory Council

Mayor Farber reported he will attend the Economic Advisory Council meeting on November 13th at 7:00 pm at the Wayne Dumont Administration Building. Mayor Farber appointed Bill Clifford and Clayton Taylor to the Economic Development Advisory Council.

Defibulator Purchase

The municipal clerk reported the defibulator in the municipal building was removed by the rescue squad due to obsolescence. Township Committee members present were in agreement to purchase a new model as soon as possible. The municipal clerk will follow up.

Insurance Reimbursement

The municipal clerk stated an insurance reimbursement check for damage from a fire truck hitting a deer in the amount of \$1700 has been received. Township Committee members present were in agreement to turn the check over to the Fire Company for repairs to the truck.

PUBLIC COMMENT:

Tracy Allen asked when the Route 80 weigh station will be open. Committeeman Mathez explained the station is open when State Police are able to staff it. Knowlton Township receives \$27.50 for each summons issued. Ms. Allen asked if any profits goes into the general operating fund. Committeeman Mathez responded yes.

Mayor Farber explained that the AOC has imposed many costly changes to the court. He also explained that other states staff weigh stations with private employees and do not require State Police workers.

Bob McNinch, Vail Road, asked for the subject of the executive session. Attorney Cushing stated the purpose was for discussion of hiring special counsel.

Mr. McNinch also asked if Committeeman Odorizzi, who has been absent from meetings since January of this year is still receiving compensation as a Committeeman. Committeeman Mathez answered yes. Mr. McNinch noted it seems unreasonable to have taxpayers pay a salary to someone who has not completed the duties. Mr. McNinch suggested that a letter be written requesting Mr. Odorizzi not to accept further payments. Committeeman Mathez will follow up with an e-mail to Committeeman Odorizzi.

ADJOURNMENT:

There being no further business, a motion was made by Committeeman Mathez and seconded by Deputy Mayor Cuntala to adjourn the meeting at 8:50 pm. All were in favor.

Respectfully submitted,

Lisa K. Patton
Municipal Clerk