

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

**TOWNSHIP COMMITTEE MEETING  
APRIL 11, 2016**

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, Shipps, and Farber. 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 p.m. with a salute to the flag and roll call.

**ADOPTION OF MINUTES:**

Mayor Starrs stated that she would like the January 4th minutes to be amended to include the "Codification of Ordinances" in the Goals for 2016. A motion was made by Committee Member Mathez and seconded by Deputy Mayor Cuntala to approve the January 4, 2016 minutes, as amended. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

**DEPARTMENT REPORTS:**

Township Engineer Rodman

Township Engineer Rodman stated that he believes that the Polkville Road work can be done within the awarded grant of \$200,000. He went on to state that 150 Vail Road is not accessible. Committee Member Shipps stated that she will look into the matter. Township Engineer Rodman stated that he has spoken with Gary Gray to inform him of the status of the matter. He stated that he had a meeting and there was a feeling that the DOT may do the catch basin work. He also stated that there will be inspections on the oil leak. Committee Member Shipps asked who will be doing the paving as there were complaints from Residents. Township Engineer Rodman stated that Tilcon will be doing the paving. Mayor Starrs suggested that the project be supervised by DEP Supervisor Peck.

**EXECUTIVE SESSION:**

**Resolution 16-44**

A motion was made by Mayor Starrs and seconded by Deputy Mayor Cuntala to approve Resolution 16-44 and enter executive session for the purpose of discussing personnel and potential litigation. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

A motion was made by Mayor Starrs and seconded by Deputy Mayor Cuntala to come out executive session at 8:00 p.m. and resume public session. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

**DEPARTMENT REPORTS:**

Township CFO Rolef

Mayor Starrs stated that the Township CFO is present this evening to discuss the distributed 2016 Budget. Township CFO Rolef provided a summary of the budgetary figures, the surplus, the tax rate, and a possible tax cut. DEP Supervisor Peck was present to discuss road projects. The Township Committee continued to review the line items and modifications were suggested. CFO Rolef stated that the Committee can introduce the Bond Ordinance for the road projects and the 2016 Budget at the April 28th meeting.

Township Clerk Patton addressed the security proposal distributed at the February meeting, which was then discussed with the Township Committee. The Finch Contract/PO and the interest rate on Bond Anticipation Notes was also discussed.

Zoning Officer Rossi

Township Zoning Officer Rossi was present and he asked if the Ordinance could be modified so that the Zoning Officer is included in the notices. He also commented on a Property/Yard Maintenance Ordinance, which was discussed with the Township Committee. He stated that he can provide existing sample Ordinances, that can be used as a draft, for the Township's consideration.

**PUBLIC COMMENT:**

The meeting was opened to the public.

Jim Simonetti was present and he introduced himself as he is running for County Sheriff and he stated that he is attending Township meetings to listen to the issues.

Pam Russwiler commented that there is a home on Decatur Street which has a lot of garbage and it is causing a smell and she would encourage the Township to consider a Property Maintenance Ordinance. The Township Committee asked if the Health Department should be contacted. Zoning Officer Rossi stated that he will contact the Health Department.

Zoning Officer Rossi commented on his frustration in trying to track people down that may have relocated. Mr. Simonetti stated that the Township can participate in a non-criminal data collection service that provides information that can be used to locate a person that has relocated.

Sharon Peck asked about the status on 23 Decatur Street. Zoning Officer Rossi stated that he will follow up on with the Building Department.

With there being no further public comment, the meeting was closed to the public.

**RESOLUTIONS:**

**Resolution #16-45**

Approving Payment of Vouchers

Mayor Starrs questioned the \$500.00 charge for the Stormwater Discharge Annual Assessment and she also commented on the re-advertising of the Bond Ordinances, which came to \$26.00 per Bond Ordinance.

A motion was made by Committee Member Farber and seconded by Committee Member Mathez to approve the vouchers. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipp - yes, and Starrs – yes.

**Resolution #16-46**

**Resolution Designating the Express Times And The Star Gazette  
As The Official Newspapers Of The Township**

**Resolution #16-47**

**Resolution Designating the Express Times  
As The Official Newspapers Of The Township**

Mayor Starrs discussed the predicament that the Township is in regards to the designation of the Township's Official Newspapers. Township Attorney Cushing reviewed the law and the options available to the Township, which was discussed with the Township Committee. It was suggested that the Township designate both newspapers until the end of the year.

Bob McNinch, of the Public, commented on the matter and he recommended that the Township designate a NJ newspaper, as those legal notices can be searched in the NJ Public Notices data base.

A motion was made by Mayor Starrs and seconded by Committee Member Mathez to approve Resolution #16-46 designating the Star Gazette and the Express Times as the Official Newspapers until the end of the year. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

#### **Resolution #16-48**

##### **Resolution Designating Knowlton Township Risk Management Consultant**

A motion was made by Committee Member Mathez and seconded by Deputy Mayor Cuntala to adopt Resolution #16-48. Discussion on the motion: The Committee discussed the need to adopt a Resolution every year. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes

#### **Resolution #16-49**

##### **Resolution Designating Statewide Insurance Fund as Knowlton Township Insurance Carrier**

The Committee discussed the need to adopt the Resolution. A motion was made by Mayor Starrs and seconded by Deputy Mayor Cuntala to adopt Resolution #16-49. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes

#### **OLD BUSINESS:**

##### COAH-Affordable Housing Update

Committee Member Mathez updated the Committee on the proposed negotiations with Fair Share Housing.

##### Water Tank

Mayor Starrs described the Water Tank leak and the quotes received, which was reviewed and discussed with the Committee. It was suggested that the information be sent to the Township Engineer for comparison review.

A motion was made by Committee Member Mathez and seconded by Mayor Starrs to approve the quote from Kleindienst Well Pump Service, pending review by Township Engineer Rodman. Roll Call: Mathez – yes, Cuntala – yes, Farber - no, Shipps - yes, and Starrs – yes. The Committee discussed Committee Member Farber's concern. Bill Clifford, of the public, stated that he feels that the quotes are for different water tanks.

##### Recreation

An update was given in regards to projects and funding by Mr. Lembeck. Mayor Starrs stated that the Committee should get a summary from the CFO. The Committee discussed the various fields and locations. Mayor Starrs stated that she would also like to contact the DEP to see if the Township can get an extension. Township Attorney Cushing stated that this matter should go through the QPA.

##### Bond Ordinances

Committee Member Farber questioned what happened with the Bond Ordinances and if the Township can go back to the old Bond Attorney to find out how it was approved. Township Attorney Cushing stated that the Township can always contact the old Bond Attorney and send him a copy of the current bond counsels communication.

##### Unfit Building Ordinance

Mayor Starrs stated that there was a concern brought up by Mr. McNinch and she asked if Township Attorney Cushing could address it. Bob McNinch, a member of the public, stated his concern over the infringement of 4th Amendment Rights, which was addressed by Township Attorney Cushing. Mr. Van Horn and Mr. Simonetti, of the public, also questioned and commented on the matter, which was discussed with the Committee.

### Station Road Signs

Committee Member Farber asked if there are more signs because they should be changed. Committee Member Shipps stated that she has contacted the State Police and they will be patrolling. Sharon Peck, a member of the public, stated her concern that a speed sign was removed and there are cars speeding. Deputy Mayor Cuntala stated that she will follow up on the matter.

### Dam Removal Project

Mayor Starrs updated the Committee on her attendance at the April 4th Open House and the information that she received. She stated that the second Open House will have a question and answer format/formal presentation. The matter was discussed and Mayor Starrs stated that a public comment period will be coming up and a public hearing can be requested. She also reviewed the process to place the matter on the November ballot for a public vote. Members of the Public and the Committee continued to discuss the issues.

### **NEW BUSINESS:**

#### Approval Of Notice To Bidders For Ramsaysburg Electric and Security

Mayor Starrs reviewed that a grant was received. It was stated that it would be wise to use the Purchasing Report and that the matter should go through the Township CFO. Deputy Cuntala will oversee the matter.

A motion was made by Mayor Starrs and seconded by Mr. Farber that the Purchasing Report be used for the bidding process. Roll Call: Mathez – yes, Cuntala – yes, Farber - yes, Shipps - yes, and Starrs – yes.

### **PUBLIC COMMENT:**

Mr. Van Horn commented on the guard rails that will have to be installed by Ramsaysburg, which was discussed.

A member of the public from Mount Bethel stated that they were present a number of years ago complaining about noise being generated by ATV's and dirt bikes. She said that it was policed for a while; however, they were told that the Township does not have a Noise Ordinance. Committee Member Mathez stated that the Township does have a Nuisance Ordinance, which was then discussed with the public. Ms. Shipps left at 10:30 p.m.

With there being no further comment, the public meeting was closed to the public.

### **ADJOURNMENT:**

A motion was made by Mayor Starrs and seconded by Deputy Mayor Cuntala to adjourn the meeting at 10:31 p.m. Voice Vote: Mathez – yes, Cuntala – yes, Farber - yes, and Starrs – yes

Prepared from audio recording,

Alfia Schemm  
Secretary  
11/10/16

