

TOWNSHIP OF KNOWLTON
WARREN COUNTY, NEW JERSEY

August 8, 2016

The monthly meeting of the Knowlton Township Committee was held on this date at the Municipal Building, 628 Route 94, Columbia, New Jersey. This meeting was called to order at 7:03 p.m. by Mayor Adele Starrs.

The Mayor read the following statement in compliance with the "Open Public Meetings Act." In accordance with Chapter 231 of the Public Laws of 1975, notice of this meeting was given by way of publication with the Star Gazette and/or the Express-Times, filed in the Municipal Clerk's Office and posted in the Knowlton Municipal Building.

Mayor Starrs led the public in the pledge of allegiance.

Roll Call:

Present: Committeewoman Kathy Cuntala, Committeeman Ronald Farber, Committeeman Rene Mathez and Mayor Adele Starrs

Also present: Township Engineer Ted Rodman and Attorney Tara St. Angelo (arrived at 7:15)

Absent Committeewoman Shipps

Executive Session:

Motion to go into Closed Session: Mayor Starrs. Seconded by Committeewoman Cuntala at 7:04.

Motion was made by Mayor Starrs, Seconded by Committeewoman Cuntala and carried to come out of Closed Session at 7:12 and return to Regular Session.

Franklin Shared Contract

Motion was made by Mayor Starrs and Seconded by Committeeman Mathez for Mayor Starrs to sign the Franklin Shared Court Agreement.

Roll Call

Ayes: Committeewoman Cuntala–Y Committeeman Mathez-Y Committeeman Farber-Y Mayor Starrs – Y

Nays: None

Absent: Committeewoman Shipps

Presentation of Government Relations Concord Energy Service

Lisa Gibbs from Commercial Utility Consultants (CUC) and Wendy Molnar from Concord Energy Services (CES) presented information about Government Energy Aggregation. Currently they represent 133 municipalities. Savings to date for the aggregation programs are over 8 million dollars.

This is a program that can save residents' money on their electric bill by purchasing electricity from a third-party vendor. Hardwick and Hope are considering entering the program, as are other towns in Warren County. When a supplier is awarded there will be an initial 30 day window for residents to participate or not. Everyone will be entered into the program initially. Residents do not have to stay in the program. There are ways for a resident to opt out of a program. Residents who chose to opt out but decided later to join the program may do so. Residents who already have a third party supplier will not be enrolled into the program.

There is a 100% price risk guarantee, if the price that was secured at auction ever falls above the default rate the CUC and CES will go back to third party supplier to beat that price. If they cannot everyone will go back to the default rate for JCP&L.

CUC and CES will send out a mailer, with information regarding the program once we are awarded a supplier and they also will have an information session for residents at the Knowlton Municipal Building.

Payment of the Bills:

Motion to approve payment of bills was made by Mayor Starrs, seconded by Committeewoman Cuntala to approve payment of bills with the exception of CP Engineers for Ted Rodman to review.

Roll Call

Ayes: Committeewoman Cuntala–Y Committeeman Mathez-Y Committeeman Farber-Y Mayor Starrs – Y

Nays: None

Absent: Committeewoman Shipps

Public Comment:

No public comment

Department Head Reports

Ted Rodman reported on 150 Vail Rd. Wesley Strunk, heir of the deceased, brought Ted into the house. Wesley took a few personal items out of the house. There are no updates from the letter that Attorney Cushing sent out. Committee is going to wait from an email confirmation from Tara, Committeewoman Shipps will be notified that demolition will be sometime after September 1, 2016, and that Ted needs to be present at demolition.

Mayor Starrs reported that she went to court again on 23 Decatur Street for the fine and that they still have not leveled it and Mayor Starrs will be going to court again. All fines are being paid.

Committeewoman Cuntala gave an update on the tennis court at Tunnel Field that it is completed but the Recreation committee is asking for \$6,700.00 to do the fencing around the court out of the grant. Committeewoman Cuntala will ask the CFO to make sure the funds are there. Committeewoman Cuntala also said that the walking path is done, the path is being used and a fence is being put around the path.

Resolutions:

2016-80 Recycling Tonnage Grant Application

Motion was made by Committeeman Mathez, Seconded by Committeewoman Cuntala and carried to approve resolution 2016-80 as follows:

WHEREAS, The Mandatory Source Separation and Recycling Act, P.L. 1987, c.102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, It is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, The New Jersey Department of Environmental Protection has promulgated recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, The recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, A resolution authorizing this municipality to apply for the 2015 Recycling Tonnage Grant will memorialize the commitment of this municipality to recycle and to indicate the assent of the Township of Knowlton to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed.

NOW THEREFORE BE IT RESOLVED by the Township of Knowlton Committee of the Township of Knowlton that the Township of Knowlton hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates JoAnn Fascenelli, Certified Recycling Professional to ensure that the application is properly filed; and

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

2016-81 Billie McKenna's Foundation 50/50 October 15, 2016 at Brook Hollow Winery

Motion was made by Committeeman Mathez, Seconded by Committeeman Farber and carried to approve resolution 2016-81 as follows:

WHEREAS, the Billie McKenna's foundation has applied for a raffle licenses to conduct a raffle on October 15, 2016 at the Brook Hollow Winery on 594 Route 94 Columbia, NJ consisting of New Jersey Legalized Games of Chance Control Commission application #16-011; and

WHEREAS, the proper fees have been filed with the application, and the Findings and Determinations by the Municipal Clerk have determined that this organization is qualified to conduct raffles.

THEREFORE BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, Warren County New Jersey, that approval is hereby given for the issuance of raffle licenses#16-011 to the Billie McKenna's Foundations.

2016-82 Billie McKenna's Foundation Tricky Tray October 15, 2016 at Brook Hollow Winery

Motion was made by Committeeman Mathez, Seconded by Committeeman Farber and carried to approve resolution 2016-82 as follows:

WHEREAS, the Billie McKenna's foundation has applied for a raffle licenses to conduct a raffle on October 15, 2016 at the Brook Hollow Winery on 594 Route 94 Columbia, NJ consisting of New Jersey Legalized Games of Chance Control Commission application #16-010; and

WHEREAS, the proper fees have been filed with the application, and the Findings and Determinations by the Municipal Clerk have determined that this organization is qualified to conduct raffles.

THEREFORE BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, Warren County New Jersey, that approval is hereby given for the issuance of raffle licenses#16-010 to the Billie McKenna's Foundations.

2016-83 Mitigation Plan

Motion was made by Mayor Starrs, Seconded by Committeeman Mathez and carried to approve resolution 2016-83 as follows:

WHEREAS Knowlton, New Jersey, has experienced natural hazards that result in public safety hazards and damage to private and public property;

WHEREAS the hazard mitigation planning process set forth by the State of New Jersey and the Federal Emergency Management Agency offers the opportunity to consider natural hazards and risks, and to identify mitigation actions to reduce future risk;

WHEREAS the New Jersey Office of Emergency Management is providing federal mitigation funds to support development of the mitigation plan;

WHEREAS a *Hazard Mitigation Plan* (HMP) has been developed by the Mitigation Steering and Planning Committees;

WHEREAS the *Hazard Mitigation Plan* includes a prioritized list of mitigation actions including activities that, over time, will help minimize and reduce safety threats and damage to private and public property, and

WHEREAS the draft plan was provided to each participating jurisdiction and was posted on the Warren County website so as to introduce the planning concept and to solicit questions and comments; and to present the HMP and request comments, as required by law, and

NOW THEREFORE BE IT RESOLVED by the **eighth day of August, 2016**:

1. The *Warren County Multi-Jurisdictional Hazard Mitigation Plan*, as submitted to the New Jersey Office of Emergency Management and the Federal Emergency Management Agency on **April 29, 2016** by the Warren County Department of Public Safety/Office of Emergency Management is hereby adopted as an official plan of the **Knowlton Township Emergency Management Operation** ; minor revisions recommended by the Federal Emergency Management Agency and/or the New Jersey Office of Emergency Management may be incorporated without further action.
2. The **Emergency Management Operation Coordinator** departments identified in the HMP are hereby directed to pursue implementation of the recommended high priority activities that are assigned to their departments.
3. Any action proposed by the HMP shall be subject to and contingent upon budget approval, if required, which shall be at the discretion of the **Knowlton Township Committee**, and this resolution shall not be interpreted so as to mandate any such appropriations.
4. The Warren County Deputy Public Safety Director and Deputy Office of Emergency Management Coordinator is designated to coordinate with other offices and shall periodically report on the activities, accomplishments, and progress, and shall prepare an annual progress report to be submitted to the Warren County Department of Public Safety/Office of Emergency Management. The status reports shall be submitted on a yearly basis by a predetermined date as agreed upon by all stakeholders.

2016-84 Requesting Approval of items of Revenue and Appropriation NJS 40A:4-87 Clean Communities

Motion was made by Committeeman Mathez, Seconded by Committeeman Farber and carried to approve resolution 2016-84 as follows:

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Knowlton in the County of Warren, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2016 in the sum of \$14,797.24 which is now available from the New Jersey Department of Environmental Protection – Clean Communities.

BE IT FURTHER RESOLVED that the like sum of \$14,797.24 is hereby appropriated under the caption New Jersey Department of Environmental Protection – Clean Communities; and

BE IT FURTHER RESOLVED that the above is the result of funds from the New Jersey Department of Environmental Protection – Clean Communities in the amount of \$14,797.24

2016-85 Requesting Approval of items of Revenue and Appropriation NJS 40S:4-87-Ramseyburg Homestead

Motion was made by Committeeman Mathez, Seconded by Committeewoman Cuntala and carried to approve resolution 2016-85 as follows:

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Knowlton in the County of Warren, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2016 in the sum of \$70,580 which is now available from the Warren County Department of Land Preservation – Ramsaysburg Homestead.

BE IT FURTHER RESOLVED that the like sum of \$70,580 is hereby Appropriated under the caption Warren County Department of Land Preservation – Ramsaysburg Homestead and

BE IT FURTHER RESOLVED that the above is the result of funds from the Warren County Department of Land Preservation – Ramsaysburg Homestead in the amount of \$70,580

2016-86 Approving Language for the November 2016 Ballot Question and Explanatory Statement

Motion was made by Mayor Starrs, Seconded by Committeewoman Cuntala and carried to approve resolution 2016-86 as follows:

WHEREAS, on April 28, 2016, the Knowlton Township Committee approved Resolution 16-56 authorizing the inclusion of a question on the November 2016 ballot regarding the Paulins Kill Restoration/Columbia Dam removal project; and

WHEREAS, the Knowlton Township Committee has discussed and drafted language for the question on the ballot and the accompanying explanatory statement to help voters understand arguments that have been made on both sides of the issue.

THEREFORE, BE IT RESOLVED, that the Knowlton Township Committee approves the following:

- 1) Question on the ballot: *“Do you support the removal of the Columbia dam and the return of the Paulins Kill to a free-flowing river?”*
- 2) Explanatory Statement:

Reasons to Remove the Columbia Dam

The license for the small hydroelectric plant at the Columbia dam must be renewed in 2025. Federal regulations require a fish ladder to be installed for the license to be renewed. Because installing a fish ladder is prohibitively expensive, the owner of the hydroelectric plant would not renew his license in 2025. The dam will then become the responsibility of the NJDEP, which owns the site. The NJDEP and the taxpayers of New Jersey would be responsible for maintaining and taking down the dam-- an estimated \$4 million cost.

The Nature Conservancy’s plan is to take down the dam in 2017, 8 years before it would become the responsibility of the state, and create a park that would provide access to the Paulins Kill. The cost of taking down the dam and creating the park would be borne by federal grants and private donations.

In addition to saving the taxpayers of New Jersey a significant amount of money The Nature Conservancy asserts that dam removal will provide recreation such as new hiking opportunities and connectivity for kayakers to the Delaware River. Replacing Columbia Lake, which is filling with sediment, with a natural stream will lower water temperatures downstream and improve water quality in the Delaware River into which the Paulins Kill flows.

Reasons to Keep the Columbia Dam

The Columbia Dam creates a lovely setting providing fish and bird habitat and all species of flora and fauna. It is a part of Knowlton’s history and provides a popular fishing spot used by New Jersey residents for relaxation and sport. The lake created by the dam creates tourism that businesses located in Knowlton depend upon and it is an important feeding area for migratory birds.

The Dam fulfills an important safety function by providing water for the Knowlton Fire Department during emergencies. Removing this emergency source could raise homeowner insurance rates. While dam removal has been justified for public safety purposes, this is not a significant factor in this case, because the DEP’s Bureau of Dam Safety gives the dam a low risk rating.

The costs for dam removal are estimated to be much higher than the costs to install a fish ladder, which is the simpler solution that should be implemented. A fish ladder could allow the hydroplant to continue operation and allow the preservation of the Dam, with all its public benefits, and enable fish to swim upstream.

With the climate changing, any energy source that lessens the use of fossil fuels should be kept. This is more environmentally sound for the planet than a few fish who may or may not come up the Paulins Kill.

ORDINANCE

2016-10 Salary Ordinance 1st Reading

Motion was made by Committeewoman Cuntala and Seconded by Committeeman Mathez and carried to introduce ordinance 2016-16 as follows:

BE IT ORDAINED by the Mayor and Township Committee of the Township of Knowlton, in the County of Warren and State of New Jersey:

SECTION 1: That the Salary Range of the elected officials, appointees and employees of the Township of Knowlton, in the County of Warren and State of New Jersey, shall be as follows:

ADMINISTRATION	AMOUNT	PER
Mayor	3,000.00-5,000.00	Year
Township Committee Person	3,000.00-4,800.00	Year
Township Clerk	30,000.00-60,000.00	Year
Acting Clerk	10.00-60.00	Hour
Office Manager	200.00	Per Diem
Deputy Clerk	15.00-30.00	Hour
Registrar	3,500.00-8,500.00	Year
Deputy Registrar	16.00 -30.00	Hour
Office Assistant (P/T)	13.00-30.00	Hour
Recreation Director	6,000.00-12,000.00	Year
Recreation Laborer (P/T)	15.00-18.00	Hour
Housing Liaison	20.00-35.00	Hour
Grant Administrator	30.00-40.00	Hour
Maintenance Custodian	7,000.00-8,500.00	Year
FINANCE		
Tax Assessor	16,000.00-20,000.00	Year
Assistant to Tax Assessor	3,500.00-5,000.00	Year
Property List Certification	10.00	As billed
Tax Collector	22,000.00-30,000.00	Year
Assistant to Tax Collector	16.00-25.00	Hour
PLANNING & ZONING		
Planning Board Secretary	\$6,500.00-9,000.00	Year
Board of Adjustment Board Secretary	6,500.00-9,000.00	Year
Code Enforcement Official	10,000.00-15,000.00	Year
Code Enforcement Official Court Appearance	43.38	Per Hour
Fire Prevention Official	5,500.00-7,000.00	Year
Driveway Inspector	30.00-35.00	Per Inspection
DEPARTMENT OF PUBLIC WORKS		
Manager	\$25.00-33.00	Hour
Assistant Supervisor	22.00-33.00	Hour
Driver/Laborer I	17.00-25.00	Hour
Driver/Laborer II	16.00-25.00	Hour
Driver/Laborer III	15.00-20.00	Hour
Driver/Laborer Part Time	15.00-18.00	Hour
CLEAN COMMUNITIES		
Supervisor	3,000.00-5,500.00	Year
ANIMAL CONTROL		
Animal Control Officer	\$7,000.00-10,000.00	Year

(\$15.00 per hour for court)

EMERGENCY MANAGEMENT

Coordinator	\$3,500.00-5,000.00	Year
Deputy Coordinator	1,500.00-4,000.00	Year
Assistant	30.00-35.00	Hour
9-1-1- Coordinator	1,500.00-2,500.00	Year

Municipal Court

Judge	\$30,000.00-37,000.00	Year
Court Administrator	65,000.00-75,000.00	Year
Deputy Court Administrator	35,000.00-40,000	Year
Violations Clerk	14.00-17.00	Hour
Court Attendant	200.00-225.00	Per Session
Call Outs	55.00-65.00	As Billed

SECTION II: Other employees’ benefits and compensation are set forth in a Personnel Policy.

SECTION III: If any section, clause, sentence, or other part of this Ordinance shall, for any reason, be adjudged by a court of competent jurisdiction to be invalid, such judgment shall not effect, impair, or invalidate the remainder of this Ordinance.

SECTION IV: All Ordinances or parts of Ordinance inconsistent with the Ordinance are hereby repealed to the extent of such inconsistency only.

SECTION V: This Ordinance shall take effect after the Second Reading.

Old Business

2015 Audit Corrective Action plan

This was given to the Committee from the CFO on corrections that were by the auditors from the Audit that was already approved.

Ivy on Station Road Viaducts

The DOT will not allow for ivy to be planted on Station Rd. viaducts- reasoning for this is the little ivy roots can break up the concrete. DOT gave us free paint to paint over the graffiti. Committeeman Farber mentioned having the DOT install a fence that ivy could be planted on, which Mayor Starrs will address with DOT.

Mobile Monitoring Program for Diesel Vehicles

Motion was made by Committeeman Mathez, Seconded by Committeewoman Cuntala and carried to approve to send a letter to DEP asking them to locate a diesel emissions monitor for the weigh station.

This program could bring extra income and could also improve the air quality in Knowlton. This would also encourage owners to take advantage of the grants for retrofitting vehicles.

Ramp to Downstairs Municipal Building

After it was found that the ramp to the basement of the municipal building is not handicap compliant, Attorney Tara St. Angelo investigated Americans for Disability Act requirements. She reported to the Committee that the easiest solution would be to post a sign on door going downstairs in the main hallway to contact the clerk if anyone, handicapped or otherwise, is unable to go down the stairs. The clerk will then call down to construction, zoning or BOA/planning board for them to come up and meet the resident.

Date of Salt Meeting

August 15, 2016, the DEP Water and Geological Survey, who have been investigating salt in Knowlton residents’ water, would like representatives in Trenton with the Assistant Commissioner. This is not for a final report. There will be power point presentation with recommendations. Mayor Starrs and Committeeman Mathez will attend.

Air Conditioning

Iron Mechanical reached out to Mayor Starrs and they are not going to make the September 1st date. September 6th is the new date.

Road Side Trimming

Committeeman Farber asked for an update on the roadside trimming. Mayor Starrs recommended to have Brian Peck, Supervisor of DPW to come to the next meeting for an update.

New Business

Amendment to Nuisance Ordinance

Discussion between the committee members to amend the Nuisance Ordinance to include language on unsanitary conditions, ground surface hazards and construction materials left after demolition, and leaking garbage trucks left more than 24 hours. Attorney Tara St. Angelo will prepare a draft for the committee to review at a later time.

DRJTBC Proposed Rate Adjustments

Motion was made by Committeeman Farber, Seconded by Mayor Starrs and carried to approve a resolution be drawn up to oppose the toll hike for the Delaware/ Portland Bridge. The proposed toll applies only to “dualies” and vehicles pulling trailers. The resolution is to be drawn up by Acting Clerk Shipps and be sent to the DRJTBC along with our local legislators and Governor.

Minutes

Motion was made by Committeeman Mathez, Seconded by Mayor Starrs and carried to approve June 13, 2016 Public Meeting minutes.

Motion was made by Mayor Starrs, Second by Committeewoman Cuntala and carried to approve July 11, 2016 Executive Session Minutes.

Motion was made by Committeewoman Cuntala, Seconded by Mayor Starrs and carried to approve July 11, 2016 Public Meeting Minutes.

Public Comments:

Resident Bill Clifford wanted to inform the committee that there is a lot of Recycling Tonnage at Gary Gray’s from the Route 46 road project and this should be included in Knowlton’s Recycling Tonnage Report.

Adjournment

A motion was made by Mayor Starrs, seconded by Committeewoman Cuntala and carried to adjourn tonight's meeting of the Knowlton Township Committee at 9:25 pm.

Respectfully submitted,
Kristin Shipps
Acting Municipal Clerk