

**TOWNSHIP OF KNOWLTON**  
**COUNTY OF WARREN, STATE OF NEW JERSEY**  
**TOWNSHIP COMMITTEE MEETING**  
**July 11 , 2022**

The meeting of the Knowlton Township Committee was held on this date at the Knowlton Municipal Building, 628 Route 94, Columbia, New Jersey and was called to order at 7:00 p.m. by Mayor Starrs. Mayor Starrs led the public in the Pledge of Allegiance.

Mayor Starrs read the following statements "This meeting of the Knowlton Township Committee is being held in compliance with the Open Public Meetings Act: P: 1975, Chapter 231, noting that notice of all regularly scheduled meetings has been published in the *New Jersey Herald* and/or Express Times as well as providing said schedule in the Municipal Clerk's office."

**Roll Call: Cuntala—yes, Mazza—yes, Shipps—yes, Van Horn—yes, Starrs—yes.**

**PUBLIC COMMENT**

Mr. Boyer at 35 Hemlock addressed the committee regarding dead ash trees on his property that he said are in the township's right of way. Mr. Boyer asked if there was any action being taken to have those trees removed. Mayor Starrs states dead ash trees were marked by DPW for JCP&L as they agreed to proactively remove trees that were in the right of way of power lines. Since then, JCP&L changed their policy and will no longer be taking down those marked trees. Mayor Starrs mentions that the town has taken down over 50 dead trees this year at Tunnel Field but they do not have the funds to remove trees from resident properties. Mayor Starrs suggested Mr. Boyer to leave his information with the Clerk to start a running list of residents who are requesting trees be removed from their property and informed him that all residents have permission to take down the trees on their own property.

Resident from 20 Ivan Road asked the committee if there has been an update regarding the water drainage issue that is affecting their property. Mayor Starrs will follow up with the Township engineer and will be in contact to address his concerns.

Tara Mezzanotte gave an update on the rock fall. NJDOT started their retaining wall assessment this week as there have been piping issues. The Rock wall and the retaining wall projects will need to be done together. Mayor Starrs reached out to the NJDOT to get an update. Based on the status of the current field surveys and continuation coordination with tribal nations, the earliest archeological report and visual impact assessment will be shared at the end of this calendar year.

**DEPARTMENT REPORT**

Alex Weber from Fire and Rescue joined the meeting to update the committee on incident reports and fund raising. Mr. Weber addressed the role of fire police officer which is mainly used as a traffic control. They have the ability to close roads, secure scenes and investigations. Mayor Starrs asks for Mr. Weber to send the names of all those that need to be sworn in as fire police officer for next Township meeting.

Mayor Starrs also updated Mr. Weber on the donation for fire and rescue from the American rescue grant fund. Once the reverse osmosis bids open, the committee will have a better idea on the what that donation will be.

## **ORDINANCES**

### **Public Hearing/Adoption**

2022-06 Bond ordinance providing an appropriation of \$1,335,000 for Township’s contribution in connection with the Knowlton sewer plant for and by the Township of Knowlton in the County of Warren, New Jersey and authorizing the issuance of \$1,335,000 bonds or notes of the Township for financing part of the appropriation.

### **Public Comment on Ordinance 2022-06**

Rene Mathez asked if the interest rate effected the surplus that the Township currently has. Sherry Tracy states the Township has never had to obtain a bond rating in the past but there is a thorough investigation of the Townships financials from the last 5 years and they do evaluate such things.

**Motion made by Starrs, second by Cuntala and approved by roll call vote: Cuntala—yes, Mazza—yes, Shipps—abstain, Van Horn—yes, Starrs—yes Ordinance 2022-06.**

### **Introduction**

#### **TOWNSHIP OF KNOWLTON BOND ORDINANCE NUMBER 2022-06**

#### **BOND ORDINANCE PROVIDING AN APPROPRIATION OF \$1,335,000 FOR TOWNSHIP’S CONTRIBUTION IN CONNECTION WITH THE KNOWLTON SEWER PLANT FOR AND BY THE TOWNSHIP OF KNOWLTON IN THE COUNTY OF WARREN, NEW JERSEY AND AUTHORIZING THE ISSUANCE OF \$1,335,000 BONDS OR NOTES OF THE TOWNSHIP FOR FINANCING PART OF THE APPROPRIATION.**

BE IT ORDAINED, BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF KNOWLTON, IN THE COUNTY OF WARREN, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

#### **SECTION 1:**

The improvements described in Section 3 of this bond ordinance (the “Improvements”) are hereby authorized to be undertaken by the Township of Knowlton, New Jersey (the “Township”) as general improvements. For the said Improvements there is hereby appropriated the amount of \$1,335,000. No down payment is required by the Local Bond Law of the State of New Jersey, constituting Chapter 2 of Title 40A of the New Jersey Statutes, as amended and supplemented (the “Local Bond Law”) as the purpose authorized herein is deemed self-

liquidating and the obligations authorized herein are deductible from the gross debt of the Township, as more fully explained in Section 6(e) of this ordinance.

#### SECTION 2:

In order to finance the cost of the Improvements, negotiable bonds of the Township are hereby authorized to be issued in the principal amount of \$1,335,000 pursuant to the provisions of the Local Bond Law (the "Bonds"). In anticipation of the issuance of the Bonds and to temporarily finance said improvements or purposes, negotiable bond anticipation notes of the Township are hereby authorized to be issued in the principal amount not exceeding \$1,335,000 pursuant to the provisions of the Local Bond Law (the "Bond Anticipation Notes" or "Notes").

#### SECTION 3:

(a) The Improvements authorized and the purpose for the financing of which said obligations are to be issued is for the Township's contribution in connection with the Knowlton Sewer Plant, which contribution will be paid to Applied Water Management, Inc. in full payment of the Township's outstanding obligation to said entity.

(b) The estimated maximum amount of Bonds or Notes to be issued for the purpose of financing a portion of the cost of the Improvements is \$1,335,000.

(c) The estimated cost of the Improvements is \$1,335,000 which amount represents the initial appropriation made by the Township.

#### SECTION 4:

All Bond Anticipation Notes issued hereunder shall mature at such times as may be determined by the chief financial officer of the Township (the "Chief Financial Officer"); provided that no Note shall mature later than one year from its date. The Notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with Notes issued pursuant to this ordinance, and the signature of the Chief Financial Officer upon the Notes shall be conclusive evidence as to all such determinations. All Notes issued hereunder may be renewed from time to time subject to the provisions of Section 8(a) of the Local Bond Law. The Chief Financial Officer is hereby authorized to sell part or all of the Notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The Chief Financial Officer is directed to report in writing to the Township Committee of the Township at the meeting next succeeding the date when any sale or delivery of the Notes pursuant to this ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the Notes sold, the price obtained and the name of the purchaser.

#### SECTION 5:

The capital budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form

promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of Local Government Services, Department of Community Affairs, State of New Jersey is on file with the Township Clerk and is available for public inspection.

#### SECTION 6:

The following additional matters are hereby determined, declared, recited and stated:

(a) The Improvements described in Section 3 of this bond ordinance are not current expenses, and are capital improvements or properties that the Township may lawfully make or acquire as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The period of usefulness of the Improvements, within the limitations of the Local Bond Law, and according to the reasonable life thereof computed from the date of the Bonds authorized by this bond ordinance, is 20 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Township Clerk and a complete executed duplicate thereof has been filed in the office of the Director, Division of Local Government Services, Department of Community Affairs, State of New Jersey. Such statement shows that the gross debt of the Township, as defined in the Local Bond Law, is increased by the authorization of the Bonds and Notes provided in this bond ordinance by \$1,335,000 and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$200,000 for items of expense listed in and permitted under Section 20 of the Local Bond Law is included in the estimated cost of the Improvements, as indicated herein.

(e) This bond ordinance authorized obligations of the Township solely for a purpose described in N.J.S.A. 40A:2-7(h). The obligations authorized herein are to be issued for a purpose that is deemed to be self-liquidating pursuant to N.J.S.A. 40A:2-47(a) and are deductible from gross debt pursuant to N.J.S.A. 40A:2-44(c).

#### SECTION 7:

Any funds received from time to time by the Township as contributions in aid of financing the purposes described in Section 3 of this Ordinance shall be used for financing said Improvements by application thereof either to direct payment of the cost of said Improvements or to the payment or reduction of the authorization of the obligations of the Township authorized therefor by this Bond Ordinance. Any such funds received may, and all such funds so received which are not required for direct payment of the cost of said Improvements shall, be held and applied by the Township as funds applicable only to the payment of obligations of the Township authorized by this Bond Ordinance.

#### SECTION 8:

The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy ad valorem taxes upon all the taxable property within the Township for the payment of the obligations and the interest thereon without limitation of rate or amount.

SECTION 9:

The Chief Financial Officer of the Township is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Township and to execute such disclosure document on behalf of the Township. The Chief Financial Officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Township pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Township and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Township fails to comply with its undertaking, the Township shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

SECTION 10:

This Bond Ordinance constitutes a declaration of official intent under Treasury Regulation Section 1.150-2. The Township reasonably expects to pay expenditures with respect to the Improvements prior to the date that Township incurs debt obligations under this Bond Ordinance. The Township reasonably expects to reimburse such expenditures with the proceeds of debt to be incurred by the Township under this Bond Ordinance. The maximum principal amount of debt expected to be issued for payment of the costs of the Improvements is \$1,335,000.

SECTION 11:

This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

**TOWNSHIP OF KNOWLTON**

**COUNTY OF WARREN**

**PUBLIC NOTICE**

**NOTICE OF PENDING BOND ORDINANCE**

The bond ordinance, the summary terms of which are included herein, was introduced and passed upon first reading at a meeting of the governing body of the Township of Knowlton, in the County of Warren, State of New Jersey, on June 13, 2022. It will be further considered for final passage, after public hearing thereon, at a meeting of the governing body to be held at the Municipal Building, 628 Route 94, Columbia, New Jersey, on July 11, 2022 at 7:00 o'clock PM.

During the week prior to and up to and including the date of such meeting copies of the full ordinance will be available at no cost and during regular business hours, at the Clerk's office for the members of the general public who shall request the same. The summary of the terms of such bond ordinance follows:

Title: Bond Ordinance Providing An Appropriation Of \$1,335,000 For Township's Contribution In Connection With The Knowlton Sewer Plant For And By The Township Of Knowlton In The County Of Warren, New Jersey And Authorizing The Issuance Of \$1,335,000 Bonds Or Notes Of The Township For Financing Part Of The Appropriation

Purpose(s): For the Township's contribution in connection with the Knowlton Sewer Plant. which contribution will be paid to Applied Water Management, Inc. in full payment of the Township's outstanding obligation to said entity.

Appropriation: \$1,335,000

Bonds/Notes Authorized: \$1,335,000

Grants (if any) Appropriated: N/A

Section 20 Costs: \$200,000

Useful Life: 20 Years

Kristin Kolb Shipps, Clerk

This Notice is published pursuant to N.J.S.A. 40A:2-17.

**TOWNSHIP OF KNOWLTON  
COUNTY OF WARREN**

**PUBLIC NOTICE**

**BOND ORDINANCE STATEMENTS AND SUMMARIES**

The bond ordinance, the summary terms of which are included herein, has been finally adopted by the Township of Knowlton, in the County of Warren, State of New Jersey on July 11, 2022 and the 20 day period of limitation within which a suit, action or proceeding questioning the validity of such ordinance can be commenced, as provided in the Local Bond Law, has begun to run from the date of the first publication of this statement. Copies of the full ordinance are available at no cost and during regular business hours, at the Clerk's office for members of the general public who request the same. The summary of the terms of such bond ordinance follows:

Title: Bond Ordinance Providing An Appropriation Of \$1,335,000 For Township's Contribution In Connection With The Knowlton Sewer Plant For And By The Township Of Knowlton In The County Of Warren, New Jersey And Authorizing The Issuance Of \$1,335,000 Bonds Or Notes Of The Township For Financing Part Of The Appropriation

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Bonds/Notes Authorized: \$1,335,000

Grants (if any) Appropriated: N/A

Section 20 Costs: \$200,000

Useful Life: 20 Years

Kristin Kolb Shipps, Clerk

**Re: TOWNSHIP OF KNOWLTON  
COUNTY OF WARREN**

**BOND ORDINANCE FOR TOWNSHIP'S CONTRIBUTION  
IN CONNECTION WITH THE KNOWLTON SEWER PLANT**

\_\_\_\_\_ Certified copy of the Supplemental Debt Statement prepared as of the date of introduction of the ordinance. This should show filing in the Clerk's office as well as in Trenton.

N/A \_\_\_\_\_ Down Payment Certificate.

\_\_\_\_\_ Certified copy of the minutes of the meeting of the Township Committee held \_\_\_\_\_ showing introduction of the ordinance.

\_\_\_\_\_ Affidavit of Publication in local newspaper following introduction of the ordinance.

\_\_\_\_\_ Certified copy of the minutes of the meeting of the Township Committee held \_\_\_\_\_ showing public hearing and final adoption of the ordinance.

\_\_\_\_\_ Affidavit of Publication in local newspaper following final adoption of the ordinance.

\_\_\_\_\_ Clerk's Certificate executed no sooner than 21 days following final publication of the ordinance.



**DEBT STATEMENT CERTIFICATE**

I, Kristin Kolb Shipps, Clerk of the Township of Knowlton, in the County of Warren, New Jersey (herein called the "Local Unit"), HEREBY CERTIFY that annexed hereto is a true and complete copy of the Supplemental Debt Statement of the Local Unit that was prepared as of \_\_\_\_\_, 2022 by Christine M. Rolef, who was then chief financial officer of the Local Unit and filed in my office on \_\_\_\_\_, 2022, and that a complete, executed copy of such statement was filed in the office of the Director of the Division of Local Government Services of the State of New Jersey on \_\_\_\_\_, 2022.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Local Unit this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Kristin Kolb Shipps, Clerk

EXTRACT from the minutes of a \_\_\_\_\_ meeting of the Township \_\_\_\_\_ of the Township of Knowlton, in the County of Warren, New Jersey held at the Municipal Complex in the Township of Knowlton on \_\_\_\_\_ at \_\_\_\_\_ o'clock .m.

PRESENT:

ABSENT:

[Attach appropriate minutes hereto]

**CERTIFICATE**

I, KRISTIN KOLB SHIPPS, Clerk of the Township of Knowlton, in the County of Warren, State of New Jersey, HEREBY CERTIFY that the foregoing annexed extract from the minutes of a meeting of the governing body of the Township duly called and held on \_\_\_\_\_, 2022 has been compared by me with the original minutes as officially recorded in my office in the Minute Book of the governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matters referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Township this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Kristin Kolb Shipps, Clerk

(SEAL)

EXTRACT from the minutes of a \_\_\_\_\_ meeting of the Township \_\_\_\_\_ of the Township of Knowlton, in the County of Warren, New Jersey held at the Municipal Complex in the Township of Knowlton on \_\_\_\_\_ at o'clock .m.

PRESENT:

ABSENT:

[Attach appropriate minutes hereto]

**CERTIFICATE**

I, KRISTIN KOLB SHIPPS, Clerk of the Township of Knowlton, in the County of Warren, State of New Jersey, HEREBY CERTIFY that the foregoing annexed extract from the minutes of a meeting of the governing body of the Township duly called and held on \_\_\_\_\_ has been compared by me with the original minutes as officially recorded in my office in the Minute Book of the governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matters referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Township this day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Kristin Kolb Shipps, Clerk

(SEAL)

CLERK'S CERTIFICATE

I, KRISTIN KOLB SHIPPS, Clerk of the Township of Knowlton, in the County of Warren, State of New Jersey, HEREBY CERTIFY as follows:

1. I am the duly appointed Clerk of the Township of Knowlton, in the County of Warren, State of New Jersey (herein called the "Local Unit"). In this capacity I have the responsibility to maintain the minutes of the meetings of the governing body of the Local Unit and the records relative to all ordinances and resolutions of the Local Unit. The representations made herein are based upon the records of the Local Unit.

2. Attached hereto is a true and complete copy of an ordinance passed by the governing body of the Local Unit on first reading on \_\_\_\_\_ and finally adopted by the governing body on \_\_\_\_\_, 2022, and where necessary approved by the Mayor on \_\_\_\_\_.

3. On \_\_\_\_\_ a copy of the ordinance and a notice that copies of the ordinance would be made available to the members of the general public of the municipality who requested copies, up to and including the time of further consideration of the ordinance by the governing body, was posted in the principal municipal building of the Local Unit at the place where public notices are customarily posted. Copies of the ordinance were made available to all who requested them;

4. A certified copy of this ordinance and a copy of the amended capital budget form has been filed with the Director of the Division of Local Government Services.

5. After final passage, the ordinance, a copy of which is attached hereto, was duly published on \_\_\_\_\_. No protest signed by any person against making the improvement or incurring the indebtedness authorized therein, nor any petition requesting that a referendum vote be taken on the action proposed in the ordinance has been presented to the governing body or to me or filed in my office within 20 days after the publication or at any other time after the final passage thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Township this \_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Kristin Kolb Shipps, Clerk

[SEAL]

2022-07 Amending Chapter 142 of the Township of Knowlton Entitled "Property, Vacant and Abandoned" Regarding the Registration of Vacant and Foreclosed Properties to be Consistent With P.L 2021, C. 444

**Motion made by Starrs, second by Cuntala and approved by roll call vote: Cuntala—yes, Mazza—yes, Shipps—yes, Van Horn—yes, Starrs—yes Ordinance 2022-07.  
ORDINANCE NO. 2022-07**

**AMENDING CHAPTER 142 OF THE CODE OF THE TOWNSHIP OF KNOWLTON ENTITLED “PROPERTY, VACANT AND ABANDONED” REGARDING THE REGISTRATION OF VACANT AND FORECLOSED PROPERTIES TO BE CONSISTENT WITH P.L. 2021, C. 444**

**WHEREAS**, the Township of Knowlton is challenged to identify and locate responsible parties who can maintain the properties that are in the foreclosure process or that have been foreclosed; and

**WHEREAS**, the Township of Knowlton finds that the presence of vacant and abandoned properties can lead to a decline in property value, create attractive nuisances and lead to a general decrease in neighborhood and community aesthetic; and

**WHEREAS**, pursuant to N.J.S.A. 40:48-2, the governing body of a municipality is authorized to enact and amend ordinances as deemed necessary for the preservation of the public health, safety and welfare and as may be necessary to carry into effect the powers and duties conferred and imposed upon the Municipality by law; and

**WHEREAS**, pursuant to P.L. 2021, c. 444, the governing body of a municipality is authorized to adopt or amend ordinances creating a property registration program for the purpose of identifying and monitoring properties within the municipality for which a summons and compliant in an action to foreclosure on a mortgage has been filed, regulate the care, maintenance, security and upkeep of such properties, and impose a registration fee on the mortgagee of such properties; and

**WHEREAS**, the Township of Knowlton has already adopted property maintenance codes to regulate building standards for the exterior of structures and the condition of the property as a whole; and

**WHEREAS**, the Township of Knowlton adopted Ordinance \_\_\_\_\_ regulating the registration and maintenance of abandoned and vacant properties; and

**WHEREAS**, amendments to Ordinance \_\_\_\_\_, codified as Chapter 142 of the Township Code, are necessary to comply with P.L. 2021, c. 444 and such ordinance must be adopted no later than August 1, 2022; and

**WHEREAS**, the Township of Knowlton has a vested interest in protecting neighborhoods against decay caused by vacant and abandoned properties and concludes that it is in the best interests of the health, safety, and welfare of its citizens and residents to impose registration and certification requirements on abandoned, vacant, and foreclosure properties located within the Township; and

**NOW, THEREFORE, BE IT ORDAINED**, by the Mayor and Committee of the Township of Knowlton, in the County of Warren and State of New Jersey, and it is hereby enacted and ordained by the authority of same as follows:

**SECTION 1.** Chapter 142, entitled, “Property, Vacant and Abandoned,” is renamed “Abandoned and Foreclosed Property Registration and Maintenance.”

**SECTION 2.** Chapter 142, Article II of the Township Code is hereby deleted in its entirety and replaced with the following:

**§ 142-1. Definitions**

The following words, terms and phrases, when used in this Chapter, shall have the meanings ascribed to them in this Section, except where the context clearly indicates a different meaning.

**VACANT AND ABANDONED REAL PROPERTY** – As defined in accordance with N.J.S.A. 40:48-2.12s3(b)(8), shall mean property that is not legally occupied by a mortgagor or tenant, which is in such condition that it cannot be legally reoccupied, because of the presence or finding of at least two of the following:

- (a) overgrown or neglected vegetation;
- (b) the accumulation of newspapers, circulars, flyers, or mail on the property;
- (c) disconnected gas, electric, or water utility services to the property;
- (d) the accumulation of hazardous, noxious, or unhealthy substances or materials on the property;
- (e) the accumulation of junk, litter, trash, or debris on the property;
- (f) the absence of window treatments such as blinds, curtains, or shutters;
- (g) the absence of furnishings and personal items;
- (h) statements of neighbors, delivery persons, or government employees indicating that the property is vacant and abandoned;
- (i) windows or entrances to the property that are boarded up or closed off, or multiple window panes that are damaged, broken, and unrepaired;
- (j) doors to the property that are smashed through, broken off, unhinged, or continuously unlocked;
- (k) a risk to the health, safety, or welfare of the public or any adjoining or adjacent property owners due to acts of vandalism, loitering, criminal conduct, or the physical destruction or deterioration of the property;
- (l) an uncorrected violation of a municipal building, housing, or similar code during the preceding year, or an order by municipal authorities declaring the property to be unfit for occupancy and to remain vacant and unoccupied;
- (m) the mortgagee or other authorized party has secured or winterized the property due to the property being deemed vacant and unprotected or in danger of freezing;
- (n) a written statement issued by a mortgagor expressing the clear intent of all mortgagors to abandon the property; or
- (o) any other reasonable indicia of abandonment.

**APPLICABLE CODES** - means to include, but not be limited to, the Township of Knowlton Code of Ordinances (“TownshipCode”), and the New Jersey Building Code.

**CREDITOR** – As defined in accordance with N.J.S.A. 40:48-2.12s2(d), means state-chartered bank, savings bank, savings and loan association or credit union, any person required to be licensed under the provisions of the “New Jersey Residential Mortgage Lending Act,” sections 1 through 39 of P.L.2009, c.53 (N.J.S.A.17:11C-51 through 17:11C-89), and any entity acting on behalf of the creditor named in the debt obligation including, but not limited to, servicers. For purposes of this section, a “creditor” shall not include the State, a political subdivision of the State, or a State, county, or local government entity, or their agent or assignee, such as the servicer.

**ENFORCEMENT OFFICER** - means any law enforcement officer, building official, zoning inspector, code enforcement officer, fire inspector or building inspector, or other person authorized by the Township of Knowlton to enforce the applicable code(s).

**FORECLOSURE** – means the legal process by which a mortgagee terminates a mortgagor's interest in real property either to obtain legal and equitable title to the real property pledged as security for a debt or to force a sale of said property to satisfy a debt. For purposes of this article, this process begins upon the service of a summons and complaint on the mortgagor or any interested party. For purposes of this article, the process is not concluded until the property is sold to a bona fide purchaser not related to the mortgagee in an arm's length transaction whether by Sheriff's sale, private sale following a Sheriff's sale, or private sale following the vesting of title in the mortgagee pursuant to a judgment.

**MORTGAGEE** - means the creditor, including but not limited to, lenders in a mortgage agreement; any agent, servant, or employee of the creditor; any successor in interest; or any assignee of the creditor's rights, interests, or obligations under the mortgage agreement, excluding governmental entities as assignee or owner.



**PROPERTY MANAGEMENT COMPANY** - means a local property manager, property Maintenance Company or similar entity responsible for the maintenance of abandoned real property.

**VACANT** - means any building or structure that is not legally occupied.

**§ 142-2. Applicability:**

These sections shall be considered cumulative and not superseding or subject to any other law or provision for same, but rather be an additional remedy available to the Township of Independence above and beyond any other state, county or local provisions for same.

**§ 142-3. Establishment of a Registry.**

Pursuant to the provisions of Section 142-4 the Township of Knowlton or its designee shall establish a vacant and abandoned property registry containing the information required by this Article.

**§ 142-4. Registration of Property.**

- a) Any creditor who holds a mortgage or equity lien on real property located within the Township shall perform an inspection of the property to determine vacancy or occupancy, upon the commencement of foreclosure as evidenced by a foreclosure filing. The creditor shall, within ten (10) days of the inspection, register the property with the Township Code Enforcement Official, or its designee, on forms or website access provided by the Borough, and indicate whether the property is vacant or occupied. A separate registration is required for each property, whether it is found to be vacant or occupied.
- b) If the property is occupied but remains in foreclosure, it shall be inspected by the creditor or his designee monthly until (1) the mortgagor or other party remedies the foreclosure, or (2) it is found to be vacant or shows evidence of vacancy at which time it is deemed abandoned, and the mortgagee shall, within ten (10) days of that inspection, update the property registration to a vacancy status on forms provided by the Township.
- c) Registration pursuant to this Section shall contain the name of the creditor and the servicing entity, if any, the direct mailing address of the mortgagee and the servicing entity, a direct contact name and telephone number for both parties, facsimile number and e-mail address for both parties, the folio or tax number, and the name and twenty-four (24) hour contact telephone number of the property management company responsible for the security and maintenance of the property.
- d) A non-refundable annual registration fee in the amount of \$500.00 per property, shall accompany the registration form or website registration. On each anniversary date of the initial registration, the creditor shall submit a renewal registration and fee as follows: 1) \$500 per property annually for any property that is required to be registered because a summons and complaint in an action to foreclose was filed by the creditor; and (2) an additional \$2,000 per property annually if the property is vacant or abandoned pursuant to the definition in the ordinance when the summons and complaint in an action to foreclose is filed, or becomes vacant and abandoned pursuant to the definition in the ordinance at any time thereafter while the property is in foreclosure.
- e) If the property is not registered, or the registration fee is not paid within thirty (30) days of when the registration or renewal is required pursuant to this section, a late fee

equivalent to ten percent (10%) of the annual registration fee shall be charged for every thirty-day period (30), or portion thereof, that the property is not registered and shall be due and payable with the registration.

- f) All registration fees must be paid directly from the creditor, Mortgagee, Servicer, or Trustee. Third Party Registration fees are not allowed without the consent of the Township and/or its authorized designee.
- g) This section shall also apply to properties that have been the subject of a foreclosure sale where the title was transferred to the beneficiary of a mortgage involved in the foreclosure and any properties transferred under a deed in lieu of foreclosure/sale.
- h) Properties subject to this section shall remain under the annual registration requirement, and the inspection, security and maintenance standards of this section as long as they remain in foreclosure.
- i) Any person or legal entity that has registered a property under this section must report any change of information contained in the registration within ten (10) days of the change.
- j) Failure of the creditor to properly register or to modify the registration form from time to time to reflect a change of circumstances as required by this Chapter is a violation of the Chapter and shall be subject to enforcement.
- k) Pursuant to any administrative or judicial finding and determination that any property is in violation of this Chapter, the Township may take the necessary action to ensure compliance with and place a lien on the property for the cost of the work performed to benefit the property and bring it into compliance.
- l) Registration of foreclosure property does not alleviate the creditor from obtaining all required licenses, permits and inspections required by applicable code or State Statutes.
- m) If the mortgage and/or servicing on a property is sold or transferred, the new creditor is subject to all the terms of this Chapter. Within ten (10) days of the transfer, the new creditor shall register the property or update the existing registration. The previous Mortgagee(s) will not be released from the responsibility of paying all previous unpaid fees, fines, and penalties accrued during that creditor's involvement with the Registrable Property.
- n) If the creditor sells or transfers the Registrable Property in a non-arm's length transaction to a related entity or person, the transferee is subject to all the terms of this Chapter. Within ten (10) days of the transfer, the transferee shall register the property or update the existing registration. Any and all previous unpaid fees, fines, and

penalties, regardless of who the Mortgagee was at the time registration was required, including but not limited to unregistered periods during the Foreclosure process, are the responsibility of the transferee and are due and payable with the updated registration. The previous creditor will not be released from the responsibility of paying all previous unpaid fees, fines, and penalties accrued during that creditor's involvement with the Registrable Property.

**§142-5. Maintenance Requirements:**

- a) Properties subject to this Article shall be kept free of weeds, overgrown brush, dead vegetation, trash, junk, debris, building materials, any accumulation of newspapers, circulars, flyers, notices, except those required by federal, state or local law discarded personal items including, but not limited to, furniture, clothing, large and small appliances, printed material or any other items that give the appearance that the property is abandoned.
- b) Properties subject to this Article shall be maintained free of graffiti or similar markings by removal or painting over with an exterior grade paint that matches the color of the exterior structure.
- c) Front, side, and rear yards, including landscaping, shall be maintained in accordance with the applicable code(s) at the time registration was required.
- d) Yard maintenance shall include, but not be limited to, grass, ground covers, bushes, shrubs, hedges or similar plantings, decorative rock or bark or artificial turf/sod designed specifically for residential installation. Acceptable maintenance of yards and/or landscape shall not include weeds, gravel, broken concrete, asphalt or similar material.
- e) Maintenance shall include, but not be limited to, watering, irrigation, cutting and mowing of required ground cover or landscape and removal of all trimmings.
- f) Pools and spas shall be maintained so the water remains free and clear of pollutants and debris and shall comply with the regulations set forth in the applicable code(s).
- g) Failure of the mortgagee and/or owner to properly maintain the property may result in a violation of the applicable Code(s) and issuance of a citation or Notice of Violation in accordance with this Chapter and Chapter 127 ("Nuisances") of the Township Code. Pursuant to a finding and determination by the Township's Code Enforcement Officer or a Court of competent jurisdiction, the Township may take the necessary action to ensure compliance with this section. .
- h) In addition to the above, the property is required to be maintained in accordance with the applicable Code(s).

**§ 142-6. Security Requirements:**

- a) Properties subject to this Chapter shall be maintained in a secure manner so as not to be accessible to unauthorized persons.
- b) A "secure manner" shall include, but not be limited to, the closure and locking of windows, doors, gates and other openings of such size that may allow a child to access the interior of the property or structure. Broken windows, doors, gates and other openings of such size that may allow a child to access the interior

of the property or structure must be repaired. Broken windows shall be secured by reglazing of the window.

- c) If a mortgage on a property is in default, and the property has become vacant or abandoned, a property manager shall be designated by the mortgagee to perform the work necessary to bring the property into compliance with the applicable code(s), and the property manager must perform regular inspections to verify compliance with the requirements of this Chapter, and any other applicable laws.

**§142-7. Public Nuisance:**

All vacant and abandoned real property is hereby declared to be a public nuisance, the abatement of which pursuant to the police power is hereby declared to be necessary for the health, welfare and safety of the residents of the Township.

**§142-8. Violations and Penalties:**

Any person who shall violate the provisions of this Chapter shall be cited and fined by one or more of the following: imprisonment in the county jail or in any place provided by the municipality for the detention of prisoners, for any term not exceeding 90 days; or by a fine not less than \$500.00 or exceeding \$1,250.00; or by a period of community service not exceeding 90 days.

Any person who is convicted of violating this Chapter within one year of the date of a previous violation of the same Section, and who was fined for the previous violation, shall be sentenced by a Court to an additional fine as a repeat offender. The additional fine imposed by the Court upon a person for a repeated offense shall not be less than the minimum or exceed the maximum fine fixed for a violation of this Chapter, but shall be calculated separately from the fine imposed for the violation of this Chapter.

**§142-9. Inspections for Violations:**

Adherence to this Chapter does not relieve any person, legal entity or agent from any other obligations set forth in any applicable Code(s), which may apply to the property. Upon sale or transfer of title to the property, the owner shall be responsible for all violations of the applicable Code(s).

**§142-10. Additional Authority:**

- a) If the Enforcement Officer has reason to believe that a property subject to the provisions of this Chapter is posing a serious threat to the public health safety and welfare, the Code Enforcement Officer may temporarily secure the property at the expense of the mortgagee and/or owner, and may bring the violations before a Court of competent jurisdiction as soon as possible to address the conditions of the property.
- b) The Code Enforcement Officer shall have the authority to require the mortgagee and/or owner of record of any property affected by this section, to implement additional maintenance and/or security measure including, but not limited to, securing any and all doors, windows or other openings, employment of an on-site security guard or other measures as may be reasonably required to help prevent further decline of the property.

- c) If there is a finding that the condition of the property is posing a serious threat to the public health, safety and welfare, then the Code Enforcement Officer may direct the Municipality to abate the violations and charge the mortgagee with the cost of the abatement.
- d) If the mortgagee does not reimburse the Township for the cost of temporarily securing the property, or of any abatement directed by the code enforcement board or special magistrate, within thirty (30) days of the Township sending the mortgagee the invoice, then the Township may lien the property with such cost, along with an administrative fee of \$500.00 to recover the administrative personnel services.

**§142-11. Opposing, Obstructing Enforcement Officer; Penalty:**

Whoever opposes, obstructs or resists any enforcement officer or any person authorized by the Code Enforcement Office in the discharge of duties as provided in this chapter shall be punishable as provided in the applicable Code(s) or a Court of competent jurisdiction.

**§142-11. Immunity of Enforcement Officer:**

Any enforcement officer or any person authorized by the Township to enforce the Sections here within shall be immune from prosecution, civil or criminal, for reasonable, good faith entry upon real property while in the discharge of duties imposed by this Chapter.

**SECTION 3. Severability.** Should any section, clause, sentence, phrase or provision of this Ordinance be declared unconstitutional or invalid by a Court of competent jurisdiction, such decision shall not affect the remaining portions of this Ordinance.

**SECTION 4.Repealer.** All prior Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistencies.

**SECTION 5. When Effective.** This Ordinance shall take effect immediately upon final passage and publication in accordance with law.

2022-08 An Ordinance Amending Chapter 11-283.2; Article 35.2 of the Code of the Township of Knowlton to Require Decommissioning Standards and Funding for Decommissioning for Major Solar Facilities

**Motion made by Starrs, second by Cuntala and approved by roll call vote: Cuntala—yes, Mazza—yes, Shipps—yes, Van Horn—yes, Starrs—yes Ordinance 2022-08.**

**ORDINANCE 2022-08**

**AN ORDINANCE AMENDING CHAPTER 11-283.2; ARTICLE 35.2 OF THE CODE OF THE TOWNSHIP OF KNOWLTON TO REQUIRE DECOMMISSIONING STANDARDS AND FUNDING FOR DECOMMISSIONING FOR MAJOR SOLAR FACILITIES**

**WHEREAS**, the Mayor and Committee of the Township of Knowlton have determined that certain amendments to the Code of the Township of Knowlton are required.

**NOW, THEREFORE, BE IT ORDAINED** that the Mayor and Committee of the Township of Knowlton have determined that certain amendments and additions to Section 11-283.2 regarding major solar energy facilities are required as follows:

**SECTION 1.** Section 11-283.2(B)(2)(s) of the Code of the Township of Knowlton is hereby amended as follows (Additions indicated in boldface and italics **thus**; deletions indicated with strike-through ~~thus~~):

~~(s) All photovoltaic facilities including all solar arrays and associated equipment shall be dismantled and removed promptly after 180 continuous days of non-use. Applicants shall be required to submit a decommissioning plan at time of site plan approval.~~

***(s) As a condition of approval, all applicants must agree to perform and shall conduct, with the oversight of the Township Engineer, site inspections and soil testing every two (2) years to ensure the integrity of the facility and to further ensure solar panels are properly sealed and do not leak or expose internal or improper materials to the surrounding environment. All testing costs and costs incidental to testing shall be paid by the landowner and owner/operator of the facility***

**SECTION 2.** Section 11-283.2 of the Code of the Township of Knowlton is hereby amended to add subsection (C) as follows:

(C) Decommissioning and Disassembly of Major solar or photovoltaic energy facilities or structures.

(1) All photovoltaic facilities including all solar arrays and associated equipment shall be dismantled and removed within 180 days following the issuance of a demolition permit for decommissioning. Applicants shall be required to submit a decommissioning plan in conformance with Section 11-283.2(D) at time of site plan approval.

(a) "Abandonment" is defined as the facility being out of service for continuous 12 month period.

(b) Decommissioning process description.

[1] The decommissioning and restoration process comprises removal of aboveground structures; grading, to the extent necessary; restoration of topsoil (if needed) and seeding. The process of removing structures involves evaluating and categorizing all components and materials into categories of recondition and reuse, salvage, recycling and disposal. The project consists of numerous materials that can be recycled, including steel, aluminum, glass, copper and plastics. In the interest of increased efficiency and minimal transportation impacts, components and material may be stored on site until the bulk of similar components or materials are ready for transport. The components and material will be transported to the appropriate facilities for reconditioning, salvage, recycling, or disposal. Aboveground structures include the panels, racks, inverters, pads and any interconnection facilities located on the property. The aboveground structures and below-ground structures are collectively referred to herein as the "project components."

[2] Temporary erosion and sedimentation control best management practices will be used during the decommissioning phase of the project. Control features will be regularly inspected during the decommissioning phase and removed at the end of the process.

(c) Project component removal. Control cabinets, electronic components, and internal cables will be removed. The panels, racks and inverters will be lowered to the ground where they may be transported whole for reconditioning and reuse or

disassembled/cut into more easily transportable sections for salvageable, recyclable, or disposable components.

(d) PV module removal. Solar photovoltaic modules used in the project are manufactured within regulatory requirements for toxicity based on toxicity characteristic leaching procedure (TCLP). The solar panels are not considered hazardous waste. The panels used in the project will contain silicon, glass, and aluminum which have value for recycling. Modules will be dismantled and packaged per manufacturer or approved recycler's specifications and shipped to an approved off-site recycler.

(e) Component pad removal. Pads will be excavated to a depth sufficient to remove all anchor bolts, rebar, conduits, cable, and concrete to a depth of 24 inches below grade. The remaining excavation will be filled with clear subgrade material of quality comparable to the immediate surrounding area. The subgrade material will be compacted to a density similar to surrounding subgrade material. All unexcavated areas compacted by equipment used in decommissioning shall be decompact in a manner to adequately restore the topsoil and subgrade material to the proper density consistent and compatible with the surrounding area.

(f) Electric wire removal. DC wiring can be removed manually from the panels to the inverter. Underground wire in the array will be pulled and removed from the ground. Overhead cabling for the interconnection will be removed from poles. All wire will be sent to an approved recycling facility.

(g) Racking and fencing removal. All racking and fencing material will be broken down into manageable units and removed from the facility and sent to an approved recycler. All racking posts driven into the ground will be pulled and removed.

(h) Concrete slab removal. Concrete slabs used as equipment pads will be broken and removed to a depth of two feet below grade. Clean concrete will be crushed and disposed of off site.

(i) Access road. During decommissioning, the processed stone access roads will be stripped, exposing the geotextile beneath. The geotextile will then be removed and disposed revealing the original soil surface. The compacted soil beneath the road fill may require ripping with a subsoiler plow to loosen it before it can be returned to crop production.

(j) Site restoration process description. Following decommissioning activities, the subgrade material and topsoil from affected areas will be decompact and restored to a density and depth consistent with the surrounding areas. If the subsequent use for the project site will involve agriculture, a deep till of the project site will be undertaken. The affected areas will be inspected, thoroughly cleaned, and all construction-related debris removed. Disturbed areas will be reseeded to promote revegetation of the area, unless the area is to be immediately redeveloped. In all areas restoration shall include, as reasonably required, leveling, terracing, mulching, and other necessary steps to prevent soil erosion, to ensure establishment of suitable grasses and forbs, and to control noxious weeds and pests.

(k) Decommissioning terms. The project shall be fully decommissioned within 180 days of the end of the project's operational life. Areas disturbed during the decommissioning phase will be seeded with a drought-tolerant grass seed mix appropriate for the area, unless such areas are being immediately redeveloped for other uses.

**SECTION 3.**Section 11-283.2 of the Code of the Township of Knowlton is hereby amended to add subsection (D) as follows:

(D) Decommissioning Plan Requirements

(1) Provisions for the removal of all components of the facility/system from the site and the full restoration of the site to its predevelopment condition; and the safe disposal of all components of the facility/system, including the recycling of all recoverable materials, consistent with prevailing best practices relating to the disposal and recycling of photovoltaic waste.

(2) Provisions that the Township shall notify the landowner and owner/operator of the facility of the pending determination of abandonment and order proof of the resumption of energy generation to at least 80% of the facility's capacity or removal of the facilities in accordance with the approved decommissioning plan, subject to the issuance of a demolition permit.

(3) A provision that within 60 days of service of the notice of abandonment, the landowner or facility operator shall apply for and obtain a demolition permit for the decommissioning in accordance with the decommissioning plan.

(4) Provisions that, as a condition of site plan approval and prior to the issuance of any building permits, the landowner or operator of the facility shall deposit with the Township escrow funds sufficient to finance decommissioning as set forth in the decommissioning plan accompanied by an agreement approved by the Township Attorney to ensure that there will be sufficient funds available for decommissioning and site restoration. Such funds shall be in an amount, as determined in detail by the Township Engineer or his designee, which shall be adequate to cover the estimated cost of such removal and site remediation.

The escrow funds shall not be subject to revocation or reduction prior to the completion of the work covered by the demolition permit and decommissioning plan and the full restoration of the site as required by the decommissioning plan.

The escrow account shall be reevaluated to reflect inflation every five (5) years from the start of operations which shall be defined as the date of issuance of the certificate of occupancy for the generation of power. Such reevaluation shall be submitted no fewer than 30 days prior to the end of the five-year period by the owner/operator and/or landowner to the Township Attorney and Township Engineer for review and approval. If it is determined that the anticipated cost of decommissioning has increased, the property owner or operator of the facility shall deposit additional funds into an escrow account to reflect the increased amount.

(5) Measures to provide for the protection of public health and safety and for protection of the environment and natural resources during both the removal and site restoration stages, as well as the schedule for the completion of all site restoration work in accordance with the decommissioning plan.

(6) Provisions that, if the escrow funds as described above, plus any supplemental funding that may have been provided by the owner/operator, is insufficient to fully implement the decommissioning plan or if the owner/operator fails to fully satisfy the obligations described herein, then the landowner shall be held responsible for any and all costs associated with the decommissioning to the extent that such costs are not covered by the escrow deposit and any supplementary funds provided by the owner/operator, if applicable.

(7) Provisions detailing the anticipated life of the project.

(8) The estimated cost of decommissioning in current dollars and an explanation of how the cost was determined, which shall be prepared by a neutral third party professional engineer or contractor who has expertise in the removal of solar facilities. The cost of said estimate shall be borne by the owner/operator and/or landowner. Salvage value shall not be considered when determining the estimated decommissioning cost.



**SECTION 4.**Section 11-283.2 of the Code of the Township of Knowlton is hereby amended to add subsection (E) as follows:

(E) If said decommissioning has not been completed within the requisite 180-day period following issuance of the demolition permit, then the Township's Zoning Officer shall provide written notice by certified mail to the landowner requiring that decommissioning be completed within 30 calendar days of the receipt of said notice. If the decommissioning has not been completed within 30 calendar days of the receipt of said notice, the Township may utilize the funds and undertake the decommissioning. The Township may charge the landowner and/or facility owner and operator for all of the costs and expenses thereof, including reasonable attorney's fees. Nothing herein shall prevent the Township from taking appropriate legal action to compel the decommissioning. All costs, including attorney and engineering fees incurred by the Township shall be billed to the landowner and if not paid within 60 calendar days of billing, shall become a lien against the property.

**SECTION 5.** All Ordinances or parts of Ordinances inconsistent herewith are repealed as to such inconsistencies.

**SECTION 6.** If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**SECTION 7.**This Ordinance shall take effect upon final passage and publication according to law.

## **Introduction**

### **Notice of Public Hearing on the Adoption of Prequalification Regulations of Ramsaysburg Homestead**

**Motion made by Starrs, second by Cuntala and carried to approve Notice of Public Hearing on the Adoption of Prequalification Regulations of Ramsaysburg Homestead.**

## **RESOLUTIONS**

2022-64 Resolution Approving Extension of Premises of Liquor License for Plenary Retail Consumption License Number 2113-33-005-007 Hunters Lodge Motel LLC

**Motion made by Starrs, second by Cuntala and carried to approve Resolution 2022-64**

**TOWNSHIP OF KNOWLTON  
WARREN COUNTY, NEW JERSEY  
RESOLUTION NO. 2022 –64**

**Resolution Approving Extension of Premises of Liquor License for Plenary Retail Consumption License Number 2113-33-005-007 Hunters Lodge Motel LLC**

**WHEREAS**, an application has been filed for an extension of premises of Plenary Retail Consumption License number 2113-33-005-007, for the purpose of expanding the premises of

sale and services for the Knowlton Lions Club event from August 27, 2022 – August 28, 2022 only; and

**WHEREAS**, the submitted application form is complete in all respects, and the license has been properly renewed for the current license term; and

**NOW, THEREFORE, BE IT RESOLVED** that the Township of Knowlton does hereby approve, the extension of premises permit of the aforesaid Plenary Retail Consumption License number 2113-33-005-007 located at 64 Route Highway Route 46, Columbia, NJ to place under license the area delineated in the application form and the sketch of the licensed premises attached thereto.

2022-67- Resolution of the Township Committee of the Township of Knowlton Authorizing a Grant Application to the New Jersey Department of Transportation for the Mt. Pleasant Road Project

**Motion made by Starrs, second by Cuntala and carried to approve Resolution 2022-67**

**TOWNSHIP OF KNOWLTON  
COUNTY OF WARREN, STATE OF NEW JERSEY  
RESOLUTION 2022-67**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF KNOWLTON  
AUTHORIZING A GRANT APPLICATION TO THE NEW JERSEY DEPARTMENT OF  
TRANSPORTATION FOR THE MT. PLEASANT ROAD PROJECT**

**WHEREAS**, Knowlton Township is submitting a grant application to the New Jersey Department of Transportation for a project to pave a portion of Mount Pleasant, Section 2; and

**WHEREAS**, the Township Committee of the Township of Knowlton formally approves the grant application for the above stated project; and

**BE IT RESOLVED** that the Township Engineer is hereby authorized to submit an electronic grant application identified as MA-2023-Mount Pleasant Road, Section 2-00539 to the New Jersey Department of Transportation on behalf of the Township of Knowlton.

**BE IT FURTHER RESOLVED** that Mayor and Clerk hereby authorized to sign the grant agreement on behalf of the Township of Knowlton and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

2022-68 Cancel 2021 Taxes/Refund Overpayment

**Motion made by Starrs, second by Cuntala and approved by roll call vote: Cuntala—yes, Mazza—yes, Shipps—yes, Van Horn—yes, Starrs—yes Resolution 2022-68.**

**TOWNSHIP OF KNOWLTON  
COUNTY OF WARREN, STATE OF NEW JERSEY  
RESOLUTION 2022-68**

**CANCEL 2021 TAXES/REFUND OVERPAYMENT**

**WHEREAS** the property known as Block 13.01, Lot 10.26 is located at 4 Victoria Crossing Road and should have been tax exempt during 2021 due to a 100% veteran exemption approved by the assessor in 2020. The assessor had inputted the change into the vital system however for unknown reasons it did not update the record and the property was taxable in the 2021 tax duplicate. Once aware of the situation the tax collector took steps to minimize the payments made however due to automated processes the bank did make payments on the property in 2021.

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Township Committee of Knowlton Township, County of Warren the Township Committee approves the homeowner's request to refund the 2021 overpayment in the amount of \$8,303.46 to their mortgage company. The CFO is hereby authorized and directed to prepare a check payable to PennyMac in the amount of \$8,303.46. The check will be returned to the collector for mailing so he can update the tax records. The 2021 taxes of \$11,134.37 are also hereby cancelled due to 100% veteran exemption approved by the assessor in 2020.

2022-69 Restoration and Rehabilitation of Historic Ramsaysburg Homestead

**Motion made by Starrs, second by Cuntala and carried to approve Resolution 2022-69**

**TOWNSHIP OF KNOWLTON  
COUNTY OF WARREN, STATE OF NEW JERSEY  
RESOLUTION 2022-69**

**Resolution Adopting Prequalification Regulations in Connection with Bids for The  
Restoration and Rehabilitation of Historic Ramsaysburg Homestead**

**WHEREAS**, pursuant to N.J.S.A40A:11-25, the Mayor and Committee of the Township of Knowlton may establish reasonable regulations appropriate for controlling the qualifications of prospective bidders upon contracts to be awarded by the Township; and

**WHEREAS**, the Township is required to establish prequalification regulations for projects financially assisted by the New Jersey Historic Preservation Bond Fund, Garden State Preservation Trust or Warren County Open Space Trust Fund; and

**WHEREAS**, the Township seeks such financial assistance in connection with The Restoration and Rehabilitation of Historic Ramsaysburg Homestead; and

**WHEREAS**, there have been promulgated contractor prequalification regulations in connection with The Restoration and Rehabilitation of Historic Ramsaysburg Homestead; and

**WHEREAS**, the Mayor and Township has conducted a public hearing and has determined that it is in the best interest of the Township of Knowlton to establish reasonable regulations appropriate for controlling the qualification of perspective bidders in connection with The Restoration and Rehabilitation of Historic Ramsaysburg Homestead.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township of Knowlton, in the County of Warren and State of New Jersey, that the prequalification regulations attached hereto are hereby adopted for utilization in connection with the bid for The Restoration and Rehabilitation of Historic Ramsaysburg Homestead; and

**BE IT FURTHER RESOLVED** that the implementation of the contractor prequalification regulations is subject to review and approval of the Director of the Division of Local Government Services and the Township Clerk is hereby authorized to file with the Director of the Division of Local Government Services proposed regulations, a true copy of this resolution, a true copy of the hearings, copies of the two newspaper legal advertisements for public hearing and a completed, certified, standard certification form.

02022-70 Payment of Vouchers

**Motion made by Starrs, second by Cuntala and approved by roll call vote: Cuntala—yes, Mazza—yes, Shipps—yes, Van Horn—yes, Starrs—yes Resolution 2022-70.**

**KNOWLTON TOWNSHIP  
WARREN COUNTY, NEW JERSEY  
RESOLUTION 2022-70  
RESOLUTION APPROVING PAYMENT OF VOUCHERS**

**BE IT RESOLVED**, by the Mayor and Committee of the Township of Knowlton, Warren County, New Jersey, that all claims attached are hereby approved as reasonable and proper claims against the Township of Knowlton.

**THEREFORE, BE IT RESOLVED** that approval for payment is hereby given to the Chief Financial Officer to pay said claims, subject to the availability of funds.

2022-72 Contract for Professional Service Without Competitive Bidding in Accordance with the Local Public Contracts Law (N.J.S.A. 40A-11.1, Et. Seq)

**Motion made by Starrs, second by Cuntala and approved by roll call vote: Cuntala—yes, Mazza—yes, Shipps—yes, Van Horn—yes, Starrs—yes Resolution 2022-72.**

**TOWNSHIP OF KNOWLTON  
WARREN COUNTY, NEW JERSEY  
RESOLUTION 2022-72  
CONTRACTING FOR PROFESSIONAL SERVICES WITHOUT COMPETITIVE BIDDING IN  
ACCORDANCE WITH THE LOCAL PUBLIC CONTRACTS LAW (N.J.S.A.40A-11.1, Et Seq.)**

**WHEREAS**, the Mayor and Township Committee of the Township of Knowlton are desirous of attaining professional services for the betterment of the Township of Knowlton; and ,

**WHEREAS**, there exists a need for Professional Surveyor Services of Block 8, Lot 6.01 (also known as Hoh Farm)

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the awarding of contracts and appointments for professional services without competitive bidding must be publicly advertised:

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Committee of the Township of Knowlton, Warren County, New Jersey, that the services of Finelli Consulting Engineers at a cost of \$9,800.00 be retained.

**BE IT FURTHER RESOLVED** that a copy of this Resolution and contract is available for public inspection in the office of the Municipal Clerk and that this resolution be published in the official newspaper as required by law.

### **NEW BUSINESS**

**Tunnel Field Bathrooms**-Deputy Mayor Shipps states the restrooms have remained closed due to vandalism in the past. There is a volleyball team that plays on Wednesday nights who is requesting the bathrooms be open for use. Mayor Starrs suggests opening up the concession stand to generate revenue to be able to purchase a porta potty for public use and pay for repairs to the bathroom.

**Community Day Change of Date**-Deputy Mayor Shipps advises there is a schedule conflict on the original scheduled date of September 24<sup>th</sup> and is requesting community day be changed to Saturday October 1<sup>st</sup>.

**Motion made by Starrs, second by Cuntala and carried to approve change of date for community day to October 1<sup>st</sup>, 2022.**

**Payment of Items for Recreation**-Items for the recreation department are being billed to the Township directly due to the concession stand remaining closed and not generating revenue to cover those costs. Committeewoman Cuntala suggests the funds should be paid out of the recreation budget.

**Motion made by Cuntala, second by Starrs and carried to approve payment of items from recreation budget.**

### **OLD BUSINESS**

### **CORRESPONDENCE**

**Lead Inspection Procedures Starting July 22<sup>nd</sup>**-A new law will take effect that requires inspections of certain home rentals built after 1978. Municipalities will be responsible to ensure these inspections are taking place consistently. Township Attorney Leslie Parikh will discuss the steps of this process and sample ordinances with the committee for the next Township meeting.

**Recycle Coordinator Compensation**- The Township has been paying the recycling coordinator \$50.00 a year since 2012. Staff reached out to surrounding towns to compare their rates for their recycling coordinator. The committee agrees to increase compensation from \$50.00 to \$300.00.

**Motion made by Starrs, second by Cuntala and carried to approve increase recycling coordinator compensation to \$300.00.**

**General Code Cost Estimate**-E-code system forwarded cost estimates to update the Township's ordinances online for public access. The estimated cost is \$3,660.00.

**Motion made by Starrs, second by Cuntala and approved by roll call vote: Cuntala—yes, Mazza—yes, Shipps—yes, Van Horn—yes, Starrs—yes payment of \$3,660.00 to General E-Code**

**Tunnel Field Grass Treatments-**The committee made the decision to stop chemical treatments on Tunnel Field except for tick treatments. Last year an exception was made to do one grass chemical treatment due to the overgrowth. Going forward, the policy will remain in place for no chemical treatments other than for ticks.

### **MEETING MINUTES**

April 28<sup>th</sup> Public Session Minutes

**Motion made by Starrs, second by Cuntala and carried to approve April 28<sup>th</sup> Public Session Minutes**

April 28<sup>th</sup> Executive Session Minutes

**Motion made by Starrs, second by Cuntala and carried to approve April 28<sup>th</sup> Executive Session Minutes**

May 9<sup>th</sup> Public Session Minutes

**Motion made by Starrs, second by Cuntala and carried to approve May 9<sup>th</sup> Public Session Minutes**

May 9<sup>th</sup> Executive Session Minutes

**Motion made by Starrs, second by Cuntala and carried to approve May 9<sup>th</sup> Executive Session Minutes**

### **PUBLIC COMMENT**

Mr.McNinch mentioned there may be a few contractual issues with the sewer bond and NSU. Mayor Starrs values the time Mr.McNinch has put into this and welcomes him to make suggestions.

Mr.Mathez addressed the vacant property statue. He would like to know if there is an exception for farms regarding unkept lawns. Attorney Parikh advises Mr.Mathez that the property needs to be in a foreclosure proceeding as well as unkept lawns.

Ms.Mezzanotte mentioned the archeological survey will be released in sometime the fall and the Delaware Water Gap falls under three different categories in the national register. It has now come to the public attention that Mt.Tammany may fall under one of those categories as well.

### **EXECUTIVE SESSION**

**Motion made by Starrs, second by Cuntala and carried to go into Executive Session at 8:40 pm 2022-71 Resolution authorizing executive session**

1. Attorney Advice

## **KNOWLTON TOWNSHIP WARREN COUNTY, NEW JERSEY RESOLUTION 2022-71**

### **RESOLUTION AUTHORIZING EXECUTIVE SESSION**

**WHEREAS**, the Open Public Meetings Act; N.J.S.A. 10:4-6 et seq., declares it to be the public policy of the State to insure the right of citizens to have adequate advance notice of and the right to attend meetings of public bodies at which business affecting the public is discussed or acted upon; and

**WHEREAS**, the Open Public Meetings Act also recognized exceptions to the right of the public to attend portions of such meetings; and

**WHEREAS**, the Mayor and Township Committee find it necessary to conduct an executive session closed to the public as permitted by the N.J.S.A. 40:4-12; and

**WHEREAS**, the Mayor and Township Committee will reconvene in public session at the conclusion of the executive session;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Committee of the Knowlton Township, County of Warren, State of New Jersey that they will conduct an executive session to discuss the following topic (s) as permitted by N.J.S.A. 40:4-12:

A. Contract Negotiations

**BE IT FURTHER RESOLVED** that the Mayor and Township Committee hereby declare that their discussion of the subject (s) identified above may be made public at a time when the Township Attorney advises them that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the Township or any other entity with respect to said discussion.

**BE IT FURTHER RESOLVED** that the Mayor and Township Committee, for the reasons set forth above, hereby declare that the public is excluded from the portion of the meeting during which the above discussion shall take place.

**Motion made by Starrs, second by Cuntala and carried to close Executive Session at 8:47 pm.**

**ADJOURNMENT**

**Motion made by Starrs, second by Cuntala and carried to adjourn tonight's meeting at 8:47 pm**