

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

**TOWNSHIP COMMITTEE MEETING  
FEBRUARY 8, 2016**

A regular meeting of the Knowlton Township Committee was held at the Knowlton Municipal Building. Present were Mayor Starrs, Deputy Mayor Cuntala and Township Committee Members Mathez, and Farber (arriving at 7:10 p.m.) The minutes were recorded by Lisa Patton, Municipal Clerk.

Adequate notice of this meeting has been provided in accordance with the Open Public Meetings Act by publishing notice of all regularly scheduled meetings in the Star Gazette, Star Ledger or Express Times as well as providing said schedule in the Municipal Clerk's office.

The meeting was called to order at 7:00 pm with a salute to the flag and roll call.

**EXECUTIVE SESSION:** **Resolution 16-18  
(copy attached)**

A motion was made by Mayor Starrs and seconded by Committeeman Mathez to approve Resolution 16-18 and enter executive session for the purpose of discussion of litigation. Roll Call: Mathez – yes, Cuntala – yes, Starrs – yes. Committeeman Farber arrived at 7:10 p.m.

The Township Committee returned to public session at 7:35 pm.

**APPROVAL OF MINUTES:**

Clerk Patton stated that the March 16, 2015 minutes were approved on May 28, 2015. The May 28, 2015 minutes were approved; however, they needed to be amended to include the approval of the March 16, 2015 minutes. Mayor Starrs stated that she thought it was agreed that the minutes would get re-presented for approval. The procedure was discussed and Clerk Patton stated that she does have the minutes ready and it was suggested that the Committee defer action on this matter at this time and revisit it at the end of the meeting.

A motion was made by Committeeman Farber and seconded by Committeeman Mathez to approve the November 9, 2015 minutes. Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Starrs – yes.

A motion was made by Mayor Starrs and seconded by Deputy Mayor Cuntala to approve the November 9, 2015 minutes. Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Starrs – yes.

**ORDINANCES:**

**Ordinance 16-01  
Bond Ordinance  
(copy attached)**

Mayor Starrs reviewed the discussion that was had with Mr. McNinch in regards to the Bond Ordinance that was passed recently for the purchase of the used fire truck. She stated that an issue was raised in regards to advertising and publicizing the process properly. She stated that the Township has a new Bond Attorney and he went back and reviewed the older Bond Ordinances and he is requesting that they be restated. She reviewed the issues with the old Bond Ordinances that warrant them to be restated. Township Attorney Cushing reviewed the procedure and process. He stated that the failings probably would not have led to any terrible consequences, but the record would have been improper. Committeeman Farber asked how much the Bond Attorney is charging. Mayor Starrs stated that the new Bond Attorney is charging publications and \$50.00 per bond. The issue continued to be discussed.

A motion was made by Mayor Starrs and seconded by Committeeman Mathez to introduce Ordinance 16-01.  
Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Starrs – yes

**Ordinance 16-02**  
**Bond Ordinance**  
**(copy attached)**

A motion was made by Mayor Starrs and seconded by Committeeman Mathez to introduce Ordinance 16-02.  
Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Starrs – yes

**Ordinance 16-03**  
**Bond Ordinance**  
**(copy attached)**

A motion was made by Mayor Starrs and seconded by Committeeman Mathez to introduce Ordinance 16-03.  
Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Starrs – yes

**Ordinance 16-04**  
**Bond Ordinance**  
**(copy attached)**

A motion was made by Mayor Starrs and seconded by Committeeman Mathez to introduce Ordinance 16-04.  
Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Starrs – yes

**Ordinance 16-05**  
**Bond Ordinance**  
**(copy attached)**

A motion was made by Mayor Starrs and seconded by Committeeman Mathez to introduce Ordinance 16-05.  
Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Starrs – yes

**Ordinance 16-06**  
**Ordinance To Exceed The Municipal Budget Appropriation Limits**  
**And To Establish A Cap Bank**  
**(copy attached)**

A motion was made by Mayor Starrs and seconded by Committeeman Farber to adopt Ordinance 16-06.  
Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Starrs – yes

**RESOLUTIONS:**

**Resolution 16-14**  
**Resolution Approving Payment Of Vouchers**  
**(copy attached)**

Several vouchers were reviewed and discussed. A motion was made by Mayor Starrs and seconded by Deputy Mayor Cuntala to approve Resolution 16-14. Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Starrs – yes.

**Resolution 16-15**  
**Resolution Authorizing the Mayor to Execute An**  
**Indemnification Agreement With The Office Manager**  
**(copy attached)**

A motion was made by Committeeman Mathez and seconded by Deputy Mayor Cuntala to approve Resolution 16-15. Discussion on the motion: Mayor Starrs reviewed the Resolution, which was also addressed by Township Attorney Cushing. Committeeman Farber commented that he felt it was unnecessary. Clerk Patton stated that she would also like the same indemnification. Roll Call: Mathez – yes, Cuntala – yes, Farber – no, Starrs – yes.

**Resolution 16-16**  
**Resolution Approving Municipal Alliance**  
**(copy attached)**

Mayor Starrs reviewed the grant and the \$1200.00 match to be provided by the Township. A motion was made by Committeeman Farber and seconded by Committeeman Mathez to approve Resolution 16-16. Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Starrs – yes.

**Resolution 16-17**  
**Resolution Extending Retention Time For Audio Recordings Of**  
**Committee Meeting**  
**(copy attached)**

Mayor Starrs reviewed the state retention for audio recordings. She stated that the proposed Resolution extends the retention to one year. A motion was made by Committeeman Mathez and seconded by Deputy Mayor Cuntala to approve Resolution 16-17. Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Starrs – yes.

**OLD BUSINESS:**

Unfit Building Ordinance

Mayor Starrs reported that there was a problem entering 150 Vail Road. Committeeman Mathez reviewed the proposed Ordinance and he stated that the focus should be on unfit buildings that are clearly dangerous and he had some additional comments. Township Attorney Cushing explained that unfit means a structure has certain UCC code deficiencies making it unfit for occupation or use. He stated that the Construction Code Official can determine fitness of a structure and he/she can order it be destroyed or boarded up. He reviewed the process and function of the Ordinance, which was discussed with the Committee. It was suggested that a cleaned up copy of the draft Ordinance be resubmitted for possible introduction next month.

COAH Update

Township Attorney Cushing reviewed the Affordable Housing matter, the rules, and Knowlton's obligations. He stated that he was authorized to reach out to see if an Affordable Housing Plan can be developed that would be consistent with the Township's land use goals.

Septic Ordinance

Mayor Starrs stated that although Warren County is not participating, Knowlton is participating and she questioned the history of the issue, which was discussed. It was suggested that this issue be placed on the March agenda for discussion. Township Attorney Cushing left at 8:35 p.m.

Gypsy Moth Spraying

Committeeman Farber reported that he is waiting to hear back from the State and the Township will have to determine how they will fund the spraying. He stated that he attended a regional meeting and the most import issue is the funding.

Mold Remediation

Clerk Patton stated that the remediation work was done today and a quote will be provided for a sump pump and the removal of asbestos wrapped around the pipes. Mayor Starrs reviewed the number of leaks and the amount of money spent to address the leaks. It was suggested that perhaps estimates should be obtained to replace the pipes and/or looking at other alternatives.

Planning Board Appointments

Committeeman Farber stated that Planning Board member appointments need to be made for the terms that expired in 2015. Clerk Patton stated that she can prepare a resolution, if there is action taken this evening.

Motion made by Mayor Starrs to reappoint everyone that is currently on the Planning Board, with the exception of Mr. James as she will fill that spot, seconded by Committeeman Farber. Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Starrs – yes

**NEW BUSINESS:**

Warren County Municipal Charitable Trust Fund Region 3 Representative

Committeeman Mathez stated that he would be interested; however, he will have to look into the time of the meetings.

Fire Company Legal Fees

A motion was made by Committeeman Mathez to pay the Legal Fees, seconded by Committeeman Farber. Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Starrs – yes

Relay for Life Use of Municipal Building - 2/11/16, 3/3/16, 4/7/16, 4/28/16, 5/26/16, 6/9/16

A motion was made by Committeeman Mathez to allow the use of the Municipal Building for non-profit groups only, motion seconded by Committeeman Farber. Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Starrs – yes

Dump Truck Appraisal

Mayor Starrs reviewed the insurance reimbursement appeal and she stated that a truck was found on the Morris County Co-Op. Mr. Clifford, a member of the public, asked if the salt spreader and plow, is included in the price. It was also asked if a police report has been received. Clerk Patton stated that she also would need additional information from the snowplow for FEMA reimbursement. Committeeman Farber stated his concern over safety. It was agreed to defer any action on the Dump Truck at this time. Mr. Clifford, a member of the public, asked if the Township has ever considered a remanufactured truck. The Committee agreed to review the matter.

Snow Plowers

It was noted that the Mayor was authorized to proceed with the lowest responsible bidder at the January meeting. After a brief discussion, it was suggested that the DPW Supervisor be invited to the February 18th meeting to review the matter.

Zoning Officer Report

Joseph Rossi was present and he stated that the structure on Delaware Road has been demolished. He stated that the demo permit for 23 Decatur Street was denied, as there is no soil report or health department approval. He also addressed the summons issued for 38-39 Hemlock, which was discussed with the Committee and Dick Wenner. The Committee thanked Mr. Rossi for attending.

**APPROVAL OF MINUTES:**

A motion was made by Mayor Starrs to adopt the March 16, 2015 minutes, motion seconded by Deputy Mayor Cuntala. Roll Call: Mathez – yes, Cuntala – yes, Farber – yes, Starrs – yes

**PUBLIC COMMENT:**

Dick Wenner, Mt. Pleasant Road, commented on the number of Township properties that will benefit from the Gypsy Moth spraying. He also commented on the Dam issue and the change to the Paulinskill River. The matter was discussed with the Committee.

Bob McNinch commented on Municipal Alliance Funding and whether the Alliance is effective and whether the Township is doing enough. Mayor Starrs stated that she will look into it. She stated that in speaking with Freeholder Smith he stated the concern over the heroin problem in Warren County.

Dick Wenner stated that the DPW is doing a great job taking care of Mt. Pleasant Road during inclement weather. He also stated that he does not know how much longer it will be before the road needs to be upgraded.

**ADJOURNMENT:**

A motion was made by Committeeman Mathez and seconded by Mayor Starrs to adjourn the meeting at 9:35 p.m. All were in favor: Mathez – yes, Cuntala – yes, Farber – yes, Starrs – yes

Prepared from audio recording,

Alfia Schemm

Secretary

5/11/16