

**TOWNSHIP OF KNOWLTON
COUNTY OF WARREN, STATE OF NEW JERSEY
TOWNSHIP COMMITTEE MEETING
January 23 , 2023**

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: Bates- yes Cuntala—yes, Mazza—yes, Shipps—yes, Van Horn—yes

EXECUTIVE SESSION

Motion made by Cuntala, second by Van Horn and carried to go into Executive Session at 7:00 pm 2023-20 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. Attorney Advice

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 Van Horn, second by Cuntala and carried to close Executive Session at 7:52 pm.

PUBLIC COMMENT

Mr. Bush addressed the Committee regarding a dog that had attacked his son while inside a residence. Mr. Bush felt protocol was not followed and the dog should have been removed from

the home and euthanized. Committeewoman Shipps advised Mr. Bush that all proper protocols were followed by the Warren County Health Department, New Jersey State police and Knowlton Townships ACO officer. Mr. Bush was also advised that the Township committee does not have the authority to request a dog be euthanized.

DEPARTMENT REPORT

DPW- Fire inspection

DPW Supervisor Brian Peck went over the fire inspection report with the Committee. All minor findings have been fixed and completed by DPW.

Clerk's office- Fire inspection

Mr. Peck also went over the report completed for the Municipal Building. Electrical work throughout building needs to be updated. Fire inspector Joseph Hayes will meet with the electrician and Mr. Peck to plan on what needs to be completed.

Township Engineer- Tunnel Field Grant

Township Engineer Denis Keenan joins via phone to discuss the Tunnel Field Grant. An estimation report was sent to the committee prior to the meeting for their review. Recreation Director Dennis Lembeck mentions the walking path and basketball courts should be made priority. The estimation for both areas exceeds the grant amount of \$85,000. The Committee agreed to take on some of the work including removing all fencing and blacktop. Mr. Keenan will advise the committee on a new estimation with consideration to the work to be done by the Township.

Fire and Rescue- Alex Weber

Mr. Weber updated the committee on the cost of truck repairs and maintenance over the past 5 years. The fire company is on schedule for a new apparatus in 2025.

RESOLUTIONS

2023-21 Contracting for Professional Services Without Competitive Bidding in Accordance with the Local Public Contracts Law (N.J.S.A.40-A-11.1, Et Seq.)

WHEREAS, there exists a need for contracting for professional service for the calendar year 2023; and,

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 with copies of the contracts available for public inspection in the office of the Municipal Clerk; and,

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, Warren County, New Jersey, that pending Township Committee approval of 2022 contracts, the following persons be retained for the year:

Wastewater Engineer

Mark Bahnik, P.E.

(Van Cleef Engineering)

BE IT FURTHER RESOLVED that a copy of this Resolution be published in the official Township newspapers as required by law.

Motion by Van Horn, Second by Cuntala and approved by roll call vote: Bates- yes Cuntala—yes, Mazza—yes, Shipps—yes, Van Horn—yes

2023-22 Resolution Authorizing the Mayor and Clerk to Execute the Interlocal Services Agreement Between the Township of Blairstown and the Township of Knowlton for Services of Chief Financial Officer

WHEREAS, it is deemed to be in the best interests of the residents of Knowlton Township and Blairstown Township to enter into a contract pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et. seq to enable Blairstown Township to provide CFO services to Knowlton Township: and,

WHEREAS, Blairstown Township agrees to provide such services to Knowlton Township in Consideration for the Payment of Knowlton Township to Blairstown Township in the amount of \$23,368.00 in 2019.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Committee of the Township of Knowlton, County of Warren, State of New Jersey, do hereby authorize the Mayor and Acting Municipal Clerk to enter into the Interlocal Services Agreement Between the Township of Blairstown and the Township of Knowlton for services of a Chief Financial officer

BE IT FURTHER RESOLVED that they are authorized to sign and attest on behalf of the township.

Motion by Van Horn, Second by Cuntala and approved by roll call vote: Bates- yes Cuntala—yes, Mazza—yes, Shipps—yes, Van Horn—yes

2023-23 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.

Motion by Van Horn, Second by Cuntala and approved by roll call vote: Bates- yes Cuntala—yes, Mazza—yes, Shipps—yes, Van Horn—yes

NEW BUSINESS

Nixle Admin

The Committee agreed to have Committeeman Mike Bates and Clerk Molion administrators for Knowlton's Nixle alert system.

Tunnel Field and DPW AED

The Committee discussed getting updated AEDs for the recreation center and the DPW garage. EMS captain Dave Neal will get pricing on AEDs and will be discussed at the next meeting. The Committee would like to offer CPR certification training for all employees and KAA coaches.

Crown Castle Cell Tower Lease

The lease for Crown Castle is expiring at the end of April. Township Attorney St. Angelo will get in contact with Crown Castle to renew this lease.

Fire Truck Repairs

Committeeman Mazza has been in contact with Deputy fire Chief Travis Christine regarding an update on truck repairs. The refurbished truck was dropped off to the fire company after an issue with the mounting was found and fixed.

Update from County Meeting

Committeeman Mazza gave an update regarding the County meeting which discussed truck traffic throughout Warren County. The plan from the County is to support the surrounding towns in limiting the amount of trucks on County roads.

Community Day and Clean Community

Recreation director Dennis Lembeck discussed setting the date of October 7th for clean community day, a tentative date of October 21st for Knowlton community day, April 1st with a rain date of April 2nd for the Easter egg hunt and December 3rd with a rain date of December 10th for the Christmas tree lighting.

10 Clinton Street

The hole on the property has been properly filled and the Warren County Health Department has been informed. Putting this property back up for auction will be discussed at the next Township committee meeting.

MEETING MINUTES

October 13th Executive Session Meeting Minutes

Motion made by Cuntala, second by Van Horn and carried to approve October 13, 2023 executive session meeting minutes.

November 13th Public Session Meeting Minutes

Motion made by Cuntala, second by Van Horn and carried to approve November 13, 2023 public session meeting minutes.

PUBLIC COMMENT

Ms. Mezzanotte states 611 will be closed through August which could become an issue for emergency services if there are any major delays on Rt. 80. There is no plan in place as of yet for a detour for those emergency services.

ADJOURNMENT

Motion made by Shipps, second by Cuntala and carried to adjourn tonight's meeting at 10:16 pm.