

TOWNSHIP OF KNOWLTON
COUNTY OF WARREN, STATE OF NEW JERSEY
TOWNSHIP COMMITTEE MEETING
June 12th, 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 Van Horn. Mayor Van Horn led the public in the Pledge of Allegiance.

Mayor Van Horn 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—absent, Mazza—yes, Shipps—yes, Van Horn—yes

PUBLIC COMMENT

Ms. Sharon Valentine asked for an update regarding Portasoft and when to expect the reverse osmosis systems to be installed. Acting Clerk Molion advised Ms. Valentine that Portasoft is having issues ordering parts for the systems but are currently trying to find a different avenue to expedite the issue.

Ms. Valentine also wanted to make the committee aware of the heavy truck traffic on Decatur Street.

Committeeman Mazza stated there is a flashing sign that is to be installed in that area to deter the truck traffic.

Mr. John Anderson from Mt. Pleasant Road discussed vacating the end of his road which is a public street and dividing ownership to himself and his adjacent neighbor. DPW supervisor Brian Peck mentions there would need to be an agreement in place and the state would need to be notified as they own property in that area. Township engineer Denis Keenan will inspect both properties and Attorney Tara St. Angelo will draft an agreement.

Ms. Tara Mezzanotte speaks on behalf the Lower Delaware National Wild and Scenic River. A representative from the National Park Service has met with Upper Mount Bethel Township regarding the River Pointe project and the visual impact it will have of the river. The National Park Service will be working with the Township on the design of this project.

Ms. Mezzanotte would like to share a presentation at the next Township meeting introducing a new tributaries expansion program for The Lower Delaware Wild and Scenic River. Ms. Mezzanotte will be added to the agenda for July.

DEPARTMENT REPORTS

OEM

Committeeman Bates discussed a free reverse 911 RAVE program that the Township has the option to opt into. This program will be able to get important information out via phone call to residents. The committee will review the written agreement and discuss at the next Township meeting.

Committeeman Bates also discussed it is now required to establish a temporary disposal management area in case of a state of emergency in order for the Township to be reimbursed. The committee will discuss the best area in the near future.

Farmland Preservation-

Mr. Bob McNinch gave an update to the committee on farmland preservation. A new application has been received for a 22 acre farm on Sarepta Road.

Hoh Farm will be close to closing within the next few months.

Knowlton Fire and Rescue-

Fire Chief Alex Weber discussed fire danger was high due to the lack of rain over the past few weeks. The recent smoke issue Knowlton had experienced from the Canadian wildfires increased the number of calls that were received.

Eric Weber and Bob Peterson of Knowlton Township Fire and Rescue were sworn in by Mayor Van Horn as certified Fire Police.

ORDINANCES

PUBLIC HEARING/ADOPTION

2023-04 An Ordinance Amending Section 11-236 of the Code of the Township of Knowlton, Entitled “Driveway Permits” to Require an Escrow to Fund Review and Inspections

WHEREAS, the Township Committee of the Township of Knowlton desires to require applicants for driveway permits to post an escrow to pay for any required review and inspections by Township professionals.

NOW, THEREFORE, BE IT ORDAINED, by the Township Committee of the Township of Knowlton, in the County of Warren and State of New Jersey, as follows:

SECTION 1. Section 11-236 of the Town Code, entitled “Driveway Permit” is hereby amended as follows (additions noted in bold italic *thus* and deletions noted in strikethrough ~~thus~~):

Driveway permit.

A. Unchanged

B. Such application shall be accompanied by required fees and bond *in accordance with § 11-144 of the Township Code*, together with three copies of a plot plan of the property drawn to a scale not greater than one inch equals 30 feet showing the location of the proposed driveways in relation to all existing and proposed driveways, intersections, streets, drainage structure or other structures within 200 feet of the proposed driveway location. The maps will also include a profile, at a scale no greater than one inch equals 30 feet, of the proposed driveway location from the center line of the township road to a point at least 40 feet from the existing edge of pavement of the township road. *Such application shall also be accompanied by an escrow fee deposit for engineering reviews and inspections in the amount of \$500. The escrow fee deposit shall be administered in accordance with the provisions of §11-148 of the Township Code, which provides for additional deposit requirements and return of unused escrow deposits.*

C. Unchanged

D. Unchanged.

E. Unchanged.

F. Unchanged.

SECTION 2. All ordinances or parts of ordinances in conflict or inconsistent with any part of this Ordinance are hereby repealed to the extent that they are in conflict or inconsistent.

SECTION 3. If any section, provision, or part of provision of this Ordinance shall be held to be unenforceable or invalid by any court, such holding shall not affect the validity of this Ordinance, or any part thereof, other than the part so held unenforceable or invalid.

SECTION 4. This Ordinance shall take effect after passage and publication in the manner provided by law.

Motion made by Shipps, Second by Van Horn and approved by roll call vote: Roll Call: Bates- yes, Cuntala- absent, Mazza- yes, Shipps- yes, Van Horn- yes

INTRODUCTION

- 2023-05- An Ordinance to Establish Requirements to Control Littering in Knowlton Township -**Tabled**
2023-06- An Ordinance to Prohibit the Spilling, Dumping, Or Disposal of Materials Other Than Stormwater to the Municipal Separate Storm Sewer System (MS4) Operated by The Township of Knowlton-**Tabled**
2023-07- An Ordinance Requiring the Retrofitting of Existing Storm Drain Inlets- **Tabled**
2023-08- An Ordinance to Prohibit Illicit Connections to The Municipal Separate Storm Sewer System(S) Operated by The Knowlton Township- **Tabled**
2023-09- An Ordinance to Establish Requirements for The Proper Disposal of Pet Solid Waste in Knowlton Township- **Tabled**
2023-10- An Ordinance to Prohibit the Feeding of Unconfined Wildlife in Any Public Park or On Any Other Property Owned or Operated By Knowlton Township- **Tabled**
2023-11- Containerized Yard Waste/ Yard Waste Collection- **Tabled**

Ordinances 2023-05-2023-11 were tabled until July's meeting.

RESOLUTIONS

2023-43- Resolution Approving Person to Person Transfer of Liquor License for Plenary Retail Consumption License Number 2113-33-006-009 from RBSD, Inc. to Memili Enterprises LLC

WHEREAS, an application has been filed for a person to person transfer of RBSD Inc. Consumption License 2113-33-006-009 heretofore issued to Memili Enterprises LLC , for premises located at 31 Decatur Street, Columbia, NJ 07832; and,

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

WHEREAS, the New Jersey State Police Alcohol Beverage Control investigation clearance is complete, and the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes, regulations promulgated thereunder, as well as pertinent local ordinances and conditions consistent with Title 33; and,

WHEREAS, the applicant has agreed to disclose to the issuing authority the source of all funds used in the purchase of the license and the licensed business and all additional financing obtained in connection with the licensed business and provided an affidavit of qualification for ownership interest in a New Jersey alcoholic beverage license;

NOW THEREFORE, BE IT RESOLVED that the Mayor and Township Committee of the Township of Knowlton, County of Warren, State of New Jersey hereby approves the transfer of the aforesaid RBSD Inc to Memili Enterprises LLC. for operation under the license.

BE IT FURTHER RESOLVED that approval is subject to completion of all State of New Jersey, Division of Alcoholic Beverage Control regulations.

Motion made by Shipps, second by Van Horn and approved by roll call vote: Bates--yes Cuntala--absent, Mazza--yes, Shipps--yes, Van Horn--yes

2023-44- Resolution Approving the Issuance of Raffles License RA#23-04 -to Knowlton Lions Club to Conduct a Raffle on October 28, 2023

WHEREAS, Knowlton Township Fire and Rescue has applied for raffles licenses to conduct a raffle on October 28, 2023 located at 568 Rt 94, Columbia, NJ consisting of New Jersey Legalized Games of Chance Control Commission applications RA#23-04 and,

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

THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, Warren County, New Jersey, that approval is hereby given for the issuance of raffle license RA#23-04 to the Knowlton Lions Club.

Motion made by Shipps, second by Van Horn and approved by roll call vote: Bates—yes Cuntala—absent, Mazza—yes, Shipps—yes, Van Horn—abstain

2023-45 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 appraisal of Block 71, Lot 6 (also known as Murray 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 advertises:

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, Warren County, New Jersey, that the services of Norman J. Goldberg, INC. at a cost of \$1,700.00 and the services of Joshua D. Mackoff, LLC at a cost of \$1,850.00 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.

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

2023-46 Resolution Rejecting All Bids for Sidewalk & Basketball Improvement at Tunnel Park

WHEREAS, the Township of Knowlton (the “Township”) accepted bids for Sidewalk and Basketball Improvements at Tunnel Park; and

WHEREAS, at the bid opening on June 8, 2023 the Township received one response from K& A Paving Contractors; and

WHEREAS, the bid received substantially exceed the project estimate of \$46,600.00 and Alternate A Estimate of \$16,560.00 and available funds for the project totaling \$85,000.00; and

WHEREAS, N.J.S.A. 40A:11-13.2 permits a contracting unit to reject all bids if the lowest bid substantially exceeds the cost estimates for the good or services or if the lowest bid substantially exceeds the contracting unit’s appropriation for the goods or services.

WHEREAS, is the recommendation of the Qualified Purchasing Agent, Christine M. Rolef that the bid received for Sidewalk and Basketball Improvements at Tunnel Park be rejected and the plans and specifications be reviewed, revised (if necessary) and then rebid.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Knowlton, in the County of Warren, and State of New Jersey that the bid received for Sidewalk and Basketball Improvements at Tunnel Park is hereby rejected, in accordance with the provisions of N.J.S.A. 40A:11-13.2 (b)

BE IT FURTHER RESOLVED, that the Township Acting Clerk is hereby authorized to review, revise (if necessary) and rebid the contract.

Motion made by Shipps, second by Van Horn and approved by roll call vote: Bates—yes Cuntala—absent, Mazza—yes, Shipps—yes, Van Horn—yes

2023-47 Renewal of Liquor Licenses For 2023-2024

WHEREAS, the following renewal application has been completed, the proper fees have been paid to the Division of Alcoholic Beverage Control and the Township of Knowlton; and

WHEREAS, the licensee is qualified according to all statutory, regulatory and local government NJABC laws and regulation.

NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of Knowlton, County of Warren, State of New Jersey approves the following NJABC liquor licenses renewal:

L'auberge De France 2113-33-001-002
RBSD Inc. t/a Dalton's Columbia Inn 2113-33-006-008
Minton's Log Cabin Inc. 2113-33-008-005
Chefs LLC 2113-33-002-006
Hunters Lodge Motel, LLC. . 2113-33-005-007
Shree Nathght Corp. t/a Smitty's Liquor Store 2113-44-011-004

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

2023-48- 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 made by Shipps, second by Van Horn and approved by roll call vote: Bates--yes Cuntala—absent, Mazza—yes, Shipps—yes, Van Horn—yes

NEW BUSINESS

Community Day-

Deputy Mayor Shipps discusses the scheduled date for community day will be October 21st with a rain date of October 22nd from 12 pm-5 pm.

Knowlton Township properties-

The Committee discussed Township owned properties that are to be auctioned. No riverfront properties are to be on the list for auction. Acting Clerk Molion will discuss with the tax assessor who prepared the available properties and remove any that are riverfront. An updated list of these properties will be provided to the committee once available.

DPW weather policy-

Committeeman Bates discussed implementing a policy for DPW workers to ensure they get adequate rest during weather call outs. Deputy Mayor Shipps mentions that Committeewoman Cuntala is the DPW liaison and this has been discussed in the past. The committee agreed to table this matter for the next meeting when Committeewoman Cuntala is present.

OLD BUSINESS

Juneteenth-

Committeewoman Shipps discussed Juneteenth being a scheduled paid holiday for all Township employees. Juneteenth will be observed on June 19th of every year. This will go into effect for 2023.

Motion made by Shipps, second by Bates and approved by Roll Call Vote: **Bates--yes Cuntala—absent, Mazza—no, Shipps—yes, Van Horn—yes**

MEETING MINUTES

March 13th Public Session Meeting Minutes

Motion made by Shipps, second by Van Horn and carried to approve March 13, 2023 Public Session Meeting Minutes.

March 13th Executive Session Meeting Minutes

Motion made by Shipps, second by Van Horn and carried to approve March 13, 2023 Public Session Meeting Minutes.

PUBLIC COMMENT

No public comment

EXECUTIVE SESSION

2023-49 Resolution Authorizing Executive Session

Motion by Van Horn, Second by Shipps and carried to go into executive session at 8:52 p.m.

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.

ADJOURNMENT

Motion made by Van Horn, second by Shipps and carried to adjourn tonight's meeting at 9:43 pm.

