

**TOWNSHIP OF KNOWLTON
COUNTY OF WARREN, STATE OF NEW JERSEY
TOWNSHIP COMMITTEE MEETING
February 10, 2025**

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: Baley---yes, Bates---yes, Mazza---yes, , Shipps---yes, Van Horn-yes

Mayor Van Horn joined the meeting via conference phone

EXECUTIVE SESSION

2025-26 Resolution Authorizing Executive Session

Motion by Mazza, Second by Bates and carried to go into executive session at 9:30 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. Personnel

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 by Shipps, Second by Bates and carried to come out of executive session at 7:50 p.m.

PUBLIC COMMENT- Limited To 20 Minutes With 3 Minutes Per Member Of The Public

Ms. Pamela Rusweiler asked the committee for an update regarding the filters for the reverse osmosis system. Attorney Tara St. Angelo states Portasoft responded that the filters need to be kept at a certain temperature and stored in a refrigerator which is why they did not give out filters in advanced. Acting Clerk Pierson will distribute the email from Portasoft. Attorney St. Angelo will contact Portasoft regarding which filter membranes are included in the contract.

Ms. Rusweiler addressed the committee regarding the lack on EMS coverage in Knowlton. Committeeman Bates states the Township is in talks with Atlantic Health regarding taking over coverage for Knowlton. There will be a phone call later this week to finalize details.

DEPARTMENT REPORT

Transportation: I80-611-Amtrak

Ms. Tara Mezzanotte discussed the Explore Act that was passed in December. According to the Explore Act would, our community would be considered a gateway community. Ms. Mezzanotte states the County is going to propose a resolution to our congressional representatives if we could be one of ten pilot gateway programs that would assess the true number of visitors in our community.

OEM

Committeeman Bates states the Townships EOP is due this year, which has been changed from every five years to every two years. The County has set up each Township with a third party agency which will allow for this information to be placed in a new format.

Committeeman Bates states there will be flood mitigation opportunities for those that reside in a flood zone and have federal flood insurance.

Knowlton Fire and Rescue

Fire Chief Travis Christine gave report to the Township committee. Fire and rescue will be doing training on February 24th in the village of Columbia. There are 6 new EMR members while is training for EMS.

RESOLUTIONS

2025-27- Resolution Approving Tax Credit For Block 46, Lot 3

WHEREAS, the owner of the above property was advised by the previous tax collector of a late payment of their February 2023 taxes. Check number 2992 dated February 1st, 2023 was given to the tax collector but not deposited until June 16, 2023, therefore incurring penalties.

WHEREAS, the tax collector is requesting this payment be credited to the owner.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Knowlton, County of Warren, New Jersey on this tenth day of February 2025, approves the tax collector's request to refund the interest accrued of \$298.67 to Block 46 Lot 3.

Motion made by Shipps, second by Baley and approved by roll call vote:

Baley-yes, Bates-yes, Mazza-yes, Shipps-yes, Van Horn-yes

2025-28 Refunding Tax Sale Certificate 2022-008 Which Was Redeemed

WHEREAS, the property owned by Robert Murray, known as block 76 lot 1, located at 3 Orchard Ave had unpaid 2021 property taxes and was sold at a Tax Sale held on 19 December 2022 by the Knowlton Township Tax Collector; and

WHEREAS, ProCap 8 of PO Box 774, Fort Washington, PA 19034-0774 was the successful bidder of the above stated property. The amount of the Tax Sale consisted of unpaid 2021 property taxes, interest, and other costs, and totaled \$ 1,924.56 and is represented by Tax Sale Certificate 2022-008; and

WHEREAS, Robert Murray, the owner of the property, paid \$17,400.00 on 10 December 2024 to the Knowlton Township Tax Collector to satisfy the outstanding Tax Sale Certificate 2022-008, subsequent taxes, and current taxes:

NOW, THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Knowlton on this 10th day of February 2025 that the Chief Financial Officer be authorized to draw a check payable to ProCap 8 in the amount of \$15,698.48 for the lien and \$3,000.00 for the return of premium.

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

2025-29 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 Baley and approved by roll call vote:
Baley-yes, Bates-yes, Mazza-yes, Shipps-yes, Van Horn-yes approved bills, holding staples bill of \$852.00.**

Deputy Mayor Mazza states according to the Co-op contract with Finch Oil, we can be set up on automatic delivery to avoid the municipal building running low on oil.

Committeewoman mentions a bill from Staples for \$852.00. Purchases included a portable phone, toilet paper, paper towels, and Windex. The committee agreed to hold the Staples bill to get clarification.

NEW BUSINESS

Municipal Building Generator

2 quotes were received for the DPW garage and Municipal Building. EM electric quoted \$3750.00 for the Municipal Building and \$6,000 for the DPW garage. Kasier Electric estimated \$4825.00 for the DPW garage and \$3450.00 for the Municipal building. The committee agreed to move forward with Kaiser Electric.

**Motion made by Shipps, Second by Bates and approved by roll call vote:
Baley-yes, Bates-yes, Mazza-yes, Shipps-yes, Van Horn-abstain**

Cross Acceptance Committee

This committee allows Townships to comment on the newly enforced state plan. Mayor Van Horn and Deputy Mayor Mazza will be Knowlton Townships representatives for the cross acceptance committee.

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

Flagpole Quote for Tunnel Field

Knowlton Township fire and rescue provided a new quote to replace the flagpole at Tunnel Field from Gettysburg Flag Works. The quote received was \$2,003.00 for a 20 ft pole. Fire Chief Travis Christine states the fire company is willing to work with the Township on the difference to get a large flag. Tabled this for the next Township committee meeting.

Nixle Shared Service Agreement

The two year contract with Hardwick is up for renewal. No price change or changes to the agreement. Resolution and agreement will be for the next Township meeting.

Motion made by Mazza, second by Shipps and approved by roll call vote:

Baley-yes, Bates-yes, Mazza-yes, Shipps-yes, Van Horn-yes

Community Day

Recreation director Dennis Lembeck suggested September 20th with a rain date of September 21st for Community Day. Tabled until the next Township meeting.

ACO Dogs

Committeewoman Shipps states ACO Bonnie was requesting guidance on time frame of how long she is intended to board stray animals. There have been 4 strays in her possession in the last few months which she is working with a local rescue. ACO is to hold dogs for 7 days and begin working with a rescue.

Part Time Lawn Mower

Mayor Van Horn states the part time lawn mower would help with mowing as DPW maintains the new trail at Tunnel Field. Committeewoman Shipps states DPW agreed to maintain Tunnel Field upon hiring a fourth full time employee. The committee would not like to move forward with a part time lawn mower.

EMS Services

The defibrillator that was purchased for Tunnel field is not recognized by Warren County Communication center and are not set up for that type of equipment.

MEETING MINUTES

January 6th Public Session Meeting Minutes

Motion made by Van Horn, second by Mazza and approved by roll call vote:

Baley-yes Bates-yes Mazza-yes Shipps-yes Van Horn-yes

January 27th Public Session Meeting Minutes

Motion made by Van Horn, second by Mazza and approved by roll call vote:

Baley-yes Bates-yes Mazza-yes Shipps-yes Van Horn-yes

PUBLIC COMMENT- AGENDA ITEMS

Rene Mathez there were corrections that needed to be made on the green acres agreement that was signed during a previous meeting. Mr. Mathez is requesting Mayor Van Horn signed off on the corrections. Mayor Van Horn agreed to sign off on those corrections.

ADJOURNMENT

Motion made by Mazza, second by Shipps and carried to adjourn tonight's meeting at 11:00 pm.