

**TOWNSHIP OF KNOWLTON  
COUNTY OF WARREN, STATE OF NEW JERSEY  
TOWNSHIP COMMITTEE MEETING  
March 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**

**EXECUTIVE SESSION**

**2025-37 Resolution Authorizing Executive Session**

**Motion by Mazza, Second by Bates and carried to go into executive session at 9:00 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 9:20 p.m.**

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

Mr. Rene Mathez asked the committee for an update regarding soil importation issue on Brugler Farms. Mayor Van Horn states in currently is still with the NJDEP and the Municipal Courts.

Mr. Richard Ziegler addressed the committee regarding dead ash trees on Locust Street which falls on Township property. Committeeman Mazza states the Township is focusing on tree removal near bus stops. The committee will follow up with DPW for the reports on how many trees need to be removed near bus stops and address any other trees that the budget allows.

Jeff Milesky states there are generators running loudly across the river. Committeeman Baley states he stopped by where the generators were running. He was advised these generators were being temporarily run to keep power going through the grid, those generators have been there since the power plant had been built.

## **DEPARTMENT REPORT**

Transportation: 180-611-Amtrak

Ms. Mezzanotte gave an update regarding plans for the old power plant. Upper Mount Bethel discussed at their last meeting that the owner of the plant is in discussion with a company that could possibly Amazon. It would ultimately be used as a data center which would eliminate the concern of traffic. Ms. Mezzanotte suggested to the committee becoming the liaison for Knowlton regarding any goings on regarding this new Amazon data center. The committee agreed to have Ms. Mezzanotte represent Knowlton Township with any new data center developments.

Ms. Mezzanotte states the County has passed a resolution regarding The Explore Act Community Pilot program. Ms. Mezzanotte will be drafting a resolution in support as well.

Ms. Mezzanotte states Warren County invested resources in studying the truck traffic in Columbia. A comprehensive report that has been produced which includes possibilities to mitigate truck traffic. The report states the busiest time for truck traffic is on Mondays. Mayor Van Horn will reach out with Lieutenant Lewis to have a Trooper stationed on Decatur Street on Mondays from 7a-3p. Ms. Mezzanotte asked for the report be placed in the Clerks office for the public to view. Committeeman Bates states the committee will discuss the report during executive session.

Fire and Rescue

Travis Christine provided a department update regarding accidents and upcoming trainings. Committeeman Bates gave an update on EMS coverage in Knowlton. As of now, Atlantic has been providing coverage which has been working out well. There will be a contract put into place in the near future.

Committeeman Bates discussed the status of the AED at Tunnel Field as they are not compatible with Warren County Dispatchers. A Knox box was suggested as a temporary solution. Committeewoman Shipps states the locks at Tunnel Field were change without the committee's knowledge and no new keys have been provided.

## **RESOLUTIONS**

2025-38 Resolution Approving The Issuance Of Raffles License Ra#25-01 -To Knowlton Township Fire And Rescue To Conduct A Raffle On August 23, 2025

**WHEREAS**, Knowlton Township Fire and Rescue has applied for raffles licenses to conduct a raffle on August 23, 2025 located at 4 Roy Ace Street, Delaware, NJ consisting of New Jersey Legalized Games of Chance Control Commission applications RA#25-01 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#25-01 to the Knowlton Township Fire and Rescue.

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

2025-39 Resolution Updating The Job Descriptions For Recreation Director And Public Works Manager

**WHEREAS**, the Personnel Subcommittee has recommended that the job descriptions for the Township Recreation Director and Public Works Manager be updated consistent with the descriptions attached hereto.

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

1. The job descriptions for the Recreation Director and Public Works Manager are hereby updated and amended consistent with the descriptions attached hereto.
2. This Resolution shall take effect immediately.

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

2025-40 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**

### **NEW BUSINESS**

Community Day- tabled until March 27<sup>th</sup> meeting

Colliers Engineering Proposal

Colliers provided an updated proposal for all the affordable housing services. The total cost would be \$26,750.00.

**Motion made by Mazza, second by Bates and approved by roll call vote:  
Baley-yes, Bates-yes, Mazza-yes, Shipps-yes, Van Horn-yes approved proposal \$26,750.00**

Station Road Trees

Committeewoman Shipps states this has been discussed in the past. It has been determined these trees are not on Township property, it lies between states property and private property. Station Road is not a populated road with no bus stops which is what the committee is focusing on for tree removal.

### **MEETING MINUTES**

February 10<sup>th</sup> Public Session Meeting Minutes

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

February 10<sup>th</sup> Executive Session Meeting Minutes

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

### **PUBLIC COMMENT- AGENDA ITEMS**

Ms. Pamela Rusweiler asked if the truck traffic report involved the Bridge Commission trucks seem to use the bridge quite frequently. Ms. Mezzanotte states the Bridge Commission was involved in the report.

**ADJOURNMENT**

**Motion made by Van Horn, second by Mazza and carried to adjourn tonight's meeting at 9:40 pm.**