

**TOWNSHIP OF KNOWLTON
COUNTY OF WARREN, STATE OF NEW JERSEY
JANUARY 12, 2026**

Call to Order 7:00 PM

Salute to Flag

Open Public Meetings Act:

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 the *Express Times Thursday, Warren County, NJ Zoned edition* as well as providing said schedule in the Municipal Clerk's office.

Please be advised that this meeting is being recorded.

Roll Call

EXECUTIVE SESSION

2026-19 Authorizing Executive Session

- Personnel (Interviews)

Public Comment -Limited to 20 Minutes with 3 Minutes per Member of the Pubic.

DEPARTMENT REPORT

- Rich Motyka-Tax Assessor
- Knowlton Fire & Recue
- Department of Public Works
- I-80/611/Amtrak DWG Area Update
- Environmental Commission

ORDINANCE

Introduction:

2025-01 An Ordinance Amending Chapter 156, Article IV, Entitled "Soil Importation:

Motion/Second: AIF

Introduction:

2025-02 An Ordinance Regulating Short-Term Rentals (STRs), Establishing the Knowlton Township Short-Term Rental Program, Including an Annual Permit and Self-Certification System, Implementing Master Plan-Consistent Land-Use Standards, and Providing for Administration, Enforcement, Revocation, Appeal and Reapplication Limitations

Motion/Second: AIF

CONSENT AGENDA

1. 2026-03 Resolution Approving Non-Compensated Appointments

2. 2026-20 Resolution Approving a Consent Order Granting the Township Conditional Compliance Certification of its Fourth Round Housing Element and Fair Share Plan
3. 2026-21 Resolution to Join (Renew) the Fund
4. 2026-22 Resolution Authorizing Municipal Signatory to Holdover Term Notice for the Ramsaysburg Historic Homestead
5. 2026-23 Resolution Amending and Updating the Knowlton Township Personnel/ Policy Manual
6. 2026-24 Resolution Appointing Vincent Gaeta as Emergency Management Coordinator and Travis Christie As Deputy Emergency Management Coordinator for Knowlton Township.
7. 2026-25 Resolution Approving Compensated Appointments Motion/Second Roll Call

MAYOR LAND USE BOARD APPOINTMENTS

Land Use Board

James Mazza	1-year term, expiring on 12/31/2026, Class I
Rene Mathez	1-year term, expiring on 12/31/2026, Class II
Nancy O’Neill	4-year term, expiring on 12/31/2029, Class IV
Vince Gaeta	4-year term, expiring on 12/31/2029, Class IV
Tom Drake	2-year term, expiring on 12/31/2027, Alternate #1

UNFINISHED BUSINESS:

Brake Retarders Sign Request
 Seasonal Snow Plow Drivers
 GPS Systems-DPW Vehicles

NEW BUSINESS

Meeting Room Chairs
 Mandatory Quarterly Reports-FEMA
 NJ Municipalities Magazine Subscription
 Street Lights

CORRESPONDENCE

January 6, 2025 Samantha Grape- Confidential Assistant Warren County Board of County Commissioners
 Subject: Commissioner Kern Cover Letter-Data Centers
 January 8, 2026 Tara Mezzanotte
 Subject: DOI RFI 10.2025 Package
 January 33, 2026 Department of Consumer Affairs
 Subject: FY2026 School Regionalization Efficiency Program (SREP) Grant Announcement

TOWNSHIP COMMITTEE REPORTS

Matt Baley

Deputy Mayor
 Class III Land Use Board Member
 Buildings& Grounds/DPW
 Chair

Fire/Emergency	Chair
Personnel	Chair
Board of Education	Co-Chair
Finance	Co-Chair
Recreation	Co-Chair

Ryan Lembeck

Board of Education	Chair
Environmental Commission	Chair
Historic Commission	Chair
Recycling	Chair
COAH	Co-Chair
Office of Aging	Co-Chair
Open Space	Co-Chair
Tourism & Business	Co-Chair

James Mazza

Class I Land Use Board Member	
Office of Aging	Chair
Tourism & Business	Chair
Wastewater	Chair
Transportation	Chair
Fire/Emergency	Co-Chair
Grant Committee	Co-Chair
Insurance	Co-Chair
Recycling	Co-Chair

Adele Starrs

COAH	Chair
Communications	Chair
Grant Committee	Chair
Open Space	Chair
Utilities	Chair
Environmental Commission	Co-Chair
Historic Commission	Co-Chair
Personnel	Co-Chair
Wastewater	Co-Chair
Transportation	Co-Chair

Debra Shipps

Mayor	
Finance	Chair
Insurance	Chair
Recreation	Chair
Buildings & Grounds/ DPW	Co-Chair
Communication	Co-Chair
Utilities	Co-Chair

PUBLIC COMMENT- *AGENDA ITEMS ONLY*

Adjournment