

**TOWNSHIP OF MANSFIELD  
BURLINGTON COUNTY  
MEETING MINUTES  
October 24, 2012  
Executive Session  
6:00 PM**

The regular executive session meeting of the Mansfield Township Committee was held on the above shown date with the following in attendance: **Mayor Arthur Puglia, Deputy Mayor Robert Higgins, Committeeman Sean Gable, Committeeman Alfred Clark, Committeewoman Janice DiGiuseppe, Deputy Treasurer Bonnie Grouser, Solicitor Michael Magee, and Clerk Linda Semus.**

**Mayor Puglia** called the meeting to order followed by the following opening statement.

Public notice of this meeting pursuant to the Open Public Meetings Act NJSA 10:4-6 to 10:4-21 has been satisfied. Notice of this meeting was properly given in the annual notice, which was adopted by the Mansfield Township Committee on January 3, 2012. Said Resolution was transmitted to the Burlington County Times and the Trenton Times, filed with the Clerk of the Township of Mansfield, posted on the official bulletin board at the Municipal Complex, filed with the members of this body and mailed to each person who has prepaid any charge fixed for such service. All of the mailing, posting, and filing having been accomplished as of January 9, 2012.

A motion was offered by **Committeeman Gable** and second by **Committeeman Clark** to go into executive session by adoption of the following Resolution. Motion carried.

**RESOLUTION 2012-10-7**

**RESOLUTION AUTHORIZING CLOSED EXECUTIVE SESSION**

**WHEREAS**, Section 7 of the Open Public Meetings Act, Chapter 213, P.L. 1975 [NJSA 10:4-12(B)] permits the exclusion of the public from a meeting in certain circumstances; and,

**WHEREAS**, this public body is of the opinion that such circumstances presently exists;

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

1. The public shall be excluded from discussion of, action on and reviewing the Minutes of the hereinafter specified matters.
2. The general nature of the subject matter to be discussed is as follows: on-going contract negotiations with the Police Department and the CWA, pending litigation, specifically Titzel v. Mansfield and personnel.
3. It is anticipated at this time that the above subject matter will be made public when the matters have been resolved and approved for release by the Township Solicitor.

Regular Meeting

7:30PM

The regular meeting of the Mansfield Township Committee was held on the above shown date with the following in attendance **Mayor Arthur Puglia, Deputy Mayor Robert Higgins, Committeeman Sean Gable, Committeeman Fred Clark, Committeewoman Janice DiGiuseppe, Engineer Tim Staszewski, Attorney Michael Magee, CFO Joseph Monzo, Clerk Linda Semus, and Deputy Clerk, Barbara Crammer.**

A motion was offered by **Committeeman Clark** and second by **Committeeman Gable** to come out of executive session. Motion carried.

**Attorney Magee** explained that matters discussed in executive session were on-going contract negotiations with the Police and CWA, pending litigation, specifically Titzel v. Mansfield and personnel.

The regular meeting was opened by **Mayor Puglia** followed by the flag salute and a moment of silence.

**ENGINEER'S REPORT**

**Engineer Tim Staszewski** referred to Resolution 2012-10-10 to be considered by the Committee at this meeting. This is in regard to submission of a grant for a DOT trust fund which is similar to grants from prior years. Last year the grant was for Georgetown-Chesterfield Road. This application will be for the Mansfield access road at the new municipal building. **Mayor Puglia** questioned how long it would be before we can start

work if we can get the grant. **Engineer Staszewski** said it depends on when the grants are awarded. Last year they came out in May and we got ours constructed by July.

**Engineer Staszewski** said he will try one more time to set up a meeting with the Turnpike Authority regarding Mansfield Road West and Mill Lane. They have been unresponsive. He did get direction for some other contacts to call. However, he felt the phone call would be best if **Attorney Magee** make the call. **Attorney Magee** asked for a list of the problems he can convey to the person he contacts.

**Attorney Magee** said a letter was sent on the bond on Legends and a meeting has been scheduled for next Wednesday.

**Engineer Staszewski** said an e'mail had been received from the DEP. The waste water management plan received internal approval. Now it is in legal review and should be completed this week. He hopes we receive the final by next week, followed by final publication.

**Engineer Staszewski** said he and Linda Semus met with the county this past week. The contract and agreement for the grant for the last funding cycle for the doorways and canopy expired in September. The County asked for us to apply for an extension to this year's agreement and, if they find there is due reason for the extension, there will be no penalty. He asked for a motion from the committee to allow him to request that extension due to unforeseen constructual conditions.

**Engineer Staszewski** spoke about change orders needed. **Deputy Mayor Higgins** said there is a change order in the amount of \$3,824.70 for two doors. The other change order is for seal for piping on the roof. This has to be relocated for the ducts for the air conditioning. This is for \$34,000. **Engineer Staszewski** said they are still trying to evaluate options for that. He felt this is not something they are ready to propose at this meeting. **Deputy Mayor Higgins** felt the options are limited as the holes are already cut in the roof and this is a major item that is slowing things down. **Engineer Staszewski** agreed this is a major item that needs to be addressed. A meeting will be held next Wednesday. **Deputy Mayor Higgins** further explained that this means moving the piping underneath the air ducts coming down and move the hole. **Engineer Staszewski** said this needs to be re-evaluated. **Mayor Puglia** questioned the purpose of the pipe. **Committeeman Gable** explained that it is for the boiler for the township side and the second floor. He also noted that one of the major issues of the piping in the ceiling is that it is a 20 foot ceiling with a drop ceiling and sprinkler pipes at 14 feet or less. If there is a leak or an issue with the pipe, there would be no way to get to it.

**Engineer Staszewski** spoke of the request for a TCO for a gate valve off the existing boiler. Jef Jones had asked the contractor for a price and this was provided. This was outside the contractor. The contractor's price was \$2,307.06. Jef Jones will get a second opinion tomorrow since the gate valve has to be replaced.

#### **AGENDA AMENDMENT**

A motion was offered by **Deputy Mayor Higgins** and second by **Committeeman Gable** to amend the agenda.

**Deputy Mayor Higgins** asked for a Resolution for a change order for the egress doors for the court room in the amount of \$3,824.70. He made a motion to do same. The motion was second by **Committeeman Gable** and carried on a Roll Call Vote, recorded as follows:

#### **Resolution 2012-10-13**

#### **RESOLUTION ACCEPTING THE CHANGE ORDER FOR THE CONSTRUCTION/RENOVATION OF THE MILLENNIUM BUILDING/NEW TOWNSHIP MUNICIPAL COMPLEX IN THE TOWNSHIP OF MANSFIELD**

**WHEREAS**, The Township of Mansfield has met with Remington & Vernick Engineers in regard to a change order that is necessary at the Millennium Building/New Municipal Complex, and;

**WHEREAS**, the change order is a result of unforeseen circumstances; and

**WHEREAS**, the following change order is necessary to provide an additional exterior door in the courtroom.

**NOW, THEREFORE BE IT RESOLVED** that the Township of Mansfield, County of Burlington, State of New Jersey authorizes the change order in the amount of \$3,824.70.

**AYE: HIGGINS, GABLE, CLARK, DIGIUSEPPE, PUGLIA**  
**NAY: NONE ABSENT: NONE ABSTAIN: NONE**

A motion was offered by offered by **Deputy Mayor Higgins** to request an extension of time for the CDGB grant. Motion second by **Committeeman Gable** and carried on a Roll Call Vote, recorded as follows:

**AYE: HIGGINS, GABLE CLARK, DIGIUSEPPE, PUGLIA**  
**NAY: NONE ABSENT: NONE ABSTAIN: NONE**

**RESOLUTION 2012-10-14**  
**RESOLUTION IN SUPPORT OF AN EXTENSION OF**  
**THE COMMUNITY DEVELOPMENT BLOCK GRANT**  
**FOR ACCESSIBLE DOORWAYS AND SITE IMPROVEMENTS AT THE NEW**  
**MILLENNIUM BUILDING**

**WHEREAS**, Mansfield Township has been awarded a grant for accessible doorways and site improvements at the new municipal complex, and

**WHEREAS**, the Community Development Block Grant (CDBG) Agreement expired at the end of September; and

**WHEREAS**, due to unforeseen structural conflicts, the project was not completed before the expiration date.

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, an extension of time for the CDBG is hereby requested to enable completion of the project.

**MOTION: HIGGINS SECOND: GABLE**  
**ROLL CALL VOTE:**  
**AYE: HIGGINS, GABLE, CLARK, DIGIUSEPPE, PUGLIA**  
**NAY: NONE ABSENT: NONE ABSTAIN: NONE**

**Mayor Puglia** asks for a motion to accept the Engineer’s Report. Motion was offered by **Committeeman Gable** and second by **Deputy Mayor Higgins** to accept the Engineer’s report. Motion carried.

**FINANCE**

**CFO Monzo** said he and **Clerk Semus** have corresponded since the last meeting regarding some issues he wanted to bring to the Committee’s attention and possible approval. He spoke in respect to the new municipal building regarding what was and what was not included with the contractor. Seats for the committee room were not included. Linda has one quote to provide the seating. There are requests for two more. At this point, we need three quotes. In addition, the contractor is in the process of closing up the ceiling. Jerry Caruso from Networks Plus does our IT work and is requesting that, while the ceiling is still open, we contract with someone to run all the cable through the ceiling necessary for data and voice in the building. Two quotes have been received, one for \$19,575. The other quote is \$16,700 from Networks Plus. **CFO Monzo** asked for approval to do this so that one of the two vendors can do the work before the ceiling is closed up. If we have to open the ceiling, it will cost more. The third item revolves around the actual telephone system. He and **Clerk Semus** have spoken to Corey Communication, an agent for various telecommunication companies. We are looking to

get a voice over Internet Protocol phone system. He felt the best way to accomplish this is to lease or rent the voice over IP system. There are two quotes that would allow us to pay on an incurring monthly basis between \$1,000 and \$1,100. This would replace what we pay now at \$1,400, thus a savings. In addition, if we removed, from the court system, the ISDM line that they use to do video conferencing which they do about two times a month and which costs \$200 a month and replace that with a direct internet connection, we would save the \$200 a month. This would result in about a \$500 a month savings once the move is made. The seating and work to run the cables can be a capital expenditure. **CFO Monzo** spoke of the balances available in the two ordinances that have been passed to fund all costs associated with the new municipal building. As of now, there is about \$2,000 remaining in the funding which doesn't take care of many things we need. This means there are issues with respect to funding. **CFO Monzo** spoke of an option. Included in the ordinance for the municipal building and fire house, there was \$400,000 set aside for another project which hasn't happened as of now. He recommended that as we incur additional expenses which require additional funding, we draw on that money now as we don't need it for the other project. He offered to speak to the Bond Counsel to prepare a bond ordinance for introduction and adoption this year that will allow us to complete the funding necessary to do everything we have to do with respect to that building, including the police renovations. Any charges against the ordinance would have to be replenished. Therefore the project can be completed. When we do move out of the current building and there is some type of sale, all the proceeds will be used to pay off any existing debt that we incur on the building. **CFO Monzo** was looking for direction to give him the go ahead to have the Bond Counsel prepare a bond ordinance after he meets with **Deputy Mayor Higgins** and **Committeeman Gable** to try to come up with an amount needed to complete the project. He also asked for a go ahead to proceed to do the cabling before the ceiling is closed up.

**Deputy Mayor Higgins** said he is very disappointed. This is something that was discussed last year. He made a point at that time that we raise all the money we need to finish the building. He felt that what we are doing right now is poor planning. He doesn't like passing ordinances for a purpose and then use it for something else. This is not proper administration and proper management.

**Committeeman Gable** said there are quite a few issues in that facility that may not directly relate to moving the police department out there. If we are going to do a bond, we should continue all the issues that are outstanding. Some examples are the air conditioning units were not replaced at this time which should be evaluated before we do the bond as some of them probably won't work for very long. The water system is horrendous and should be addressed. Before we rush into doing something, we should evaluate the remaining issues and make sure we cover all bases. This may involve the need for some opinions from various professionals. **CFO Monzo** felt we can introduce the ordinance in November to give us time to make the valuations. We could wait until the ordinance is fully adopted before we do anything, not use the funding for the previous ordinance that was earmarked for the other project and do an ordinance which, when fully adopted, funding will be in place for everything related to the building alone and then proceed at that point. This may lead additional costs with respect to running the cables in regard to opening the ceilings.

**Deputy Mayor Higgins** referred to the situation with the piping. He felt we can't wait for two months. **Committeeman Gable** agreed and felt it was unfortunate to reallocate the funding that was represented for another project. He felt that we are in the middle of a contract the residents are paying for to finish the facility and have us move over there. Holding this up would be the wrong way to proceed. **Committeewoman DiGiuseppe** said she agrees with **Deputy Mayor Higgins** and **Committeeman Gable** that this project can't wait. We need the wiring for the cable and data. However, she was concerned that we determined an amount of money and we issued the contract. Change orders do take place but we are in the beginning of the contract and every week we have a change order. She felt it is becoming outrageous.

**CFO Monzo** felt we could introduce the ordinance on November 7<sup>th</sup> and hold the public hearing on November 27<sup>th</sup>. He is to get together with **Committeeman Gable** and

the engineer to determine the issues so he can put together the finances for the Bond Counsel for the ordinance.

**Mayor Puglia** felt the wiring for the cable and data should be done now. **CFO Monzo** asked for the Committee's approval to proceed with the low quote we have now for the wiring. **CFO Monzo** said we would have to move the money over from the bond we have now. Formal action would be on the 7<sup>th</sup> for a set amount of money for what the project will ultimately cost. The ordinance would be adopted in December. This way we can tell the vendor to run the cables while the ceiling is still open. However, **Committeeman Gable** explained that the ordinance was only for the soccer project. If that is the case, **CFO Monzo** said we cannot proceed. Therefore, it will be necessary to adopt a new bond ordinance with the introduction to be scheduled for Wednesday, November 7, 2012. The public hearing and final adoption will be scheduled at a special meeting scheduled for November 27<sup>th</sup>. **Mayor Puglia** asked that, if we award the low bidder, can the contractor start without the ordinance in place. **CFO Monzo** said no.

**BILL LIST**

A motion was offered by **Committeewoman DiGiuseppe** and second by **Committeeman Gable** to approve the bill list as submitted. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: DIGIUSEPPE, GABLE, CLARK, HIGGINS, PUGLIA**  
**NAY: NONE ABSENT: NONE ABSTAIN: NONE**

**ORDINANCE: SECOND READING/PUGLIC HEARING**

**ORDINANCE 2012-9**  
**AN ORDINANCE TO AMEND CHAPTER 2 OF THE**  
**CODE OF THE TOWNSHIP OF MANSFIELD ENTITLED**  
**ADMINISTRATION OF GOVERNMENT BY INSERTING A SUBPARAGRAPH 15 ENTITLED**

**“ELECTED OFFICIAL ANNUAL EDUCATION REQUIREMENT**  
**WHEREAS**, the Township of Mansfield seeks to maintain and ensure the quality and efficiency of its elected officials; and

**WHEREAS**, the State of New Jersey has conditioned a municipality's receipt of State Aid for a municipality upon implementation of the action items on its "Best Practices" checklist; and

**WHEREAS**, the Township of Mansfield currently does not require its elected officials to attend an annual education requirement.

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

Anew section §2-15 is hereby adopted as follows:

Chapter 2-15 **Elected Officials Annual Education Requirement**

The position of a member of the Governing Body shall be required to attend, on an annual basis, at least one course offered by the Rutgers University Center for Government Services or a similar education provider such as the NJ League of Municipalities, covering the responsibilities and obligations of elected officials (for example: ethics, municipal finance, labor relations, capital planning, shared services)

Section 2-15 **Repealer, Severability and Effective Date.**

- A. Repealer. Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.
- B. Severability. In the event that any clause, section, paragraph or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason, then the Township Committee hereby declares its intent that the balance of the Ordinance not affected by said invalidity shall remain in full force and effect to the extent that it allows the Township to meet the goals of the Ordinance.
- C. Effective Date. This Ordinance shall take effect upon proper passage in accordance with the law.

**Mayor Puglia** opened the public hearing. With no comments or questions, the public hearing was closed. A motion was offered by **Committeewoman DiGiuseppe** and second by **Committeeman Clark** to adopt Ordinance 2012-9 Motion carried on a Roll Call Vote, recorded as follows:

**AYE: DIGIUSEPPE, CLARK, GABLE, HIGGINS, PUGLIA**  
**NAY: NONE ABSENT: NONE ABSTAIN: NONE**

**ORDINANCE 2012-10**

**AN ORDINANCE TO AMEND THE CODE OF THE TOWNSHIP OF MANSFIELD BY LIMITING THE MAXIMUM NUMBER OF TOWERS, REVISING THE RATE SCHEDULE, AND ALLOWING FOR UP TO A THREE (3) YEAR CONTRACT TERM CONSISTENT WITH NEW JERSEY STATUTES TO BE APPROVED UNDER CHAPTER 30**

**Be it enacted by the Mansfield Township Committee as follows:  
CHAPTER 30-2 is hereby amended as follows:**

**A 30-2 Contract required; application; liability of Township.**

**A.**

Generally. The governing body of the Township at the beginning of each annual period shall secure a contract with the tower to be called by the Police Department on a sequential order based on the rotation list. An annual application fee and a license fee shall be paid to the Municipal Treasurer by each tower so authorized. The contract shall be secured after the submission of an application as hereinafter set forth and the review and recommendation of the same by the Mayor and the Chief of Police, said contract to be awarded by the Township Committee. Any tower receiving a contract shall be placed on a rotation list. In the event that the tower assigned to a particular rotation is unavailable, then the next tower on the list shall be called during said rotation. Pursuant to NJSA 40A:121-15(22), each Towing and Storage contract can be awarded up to a three (3) year term at the discretion of the Township, commencing January 1 of each new contract year. Applications for the next contract period shall be received no later than October 1. A maximum number of towers to be accepted by the Township will be seven (7). The applications will be reviewed on a first come first served basis. Any towers submitting after the 7 application has been received will be put on a list. Should any of the first 7 towing companies be disqualified for any reason or withdrawn by the applicant, the Township will move down the list numerically to secure its total of 7 towers.

**and the following paragraph is amended to read as follows:**

**§ 30-6C- 1b,2b and 3b rate schedule: charges and fees.**

The verbiage relating to the per day storage fees shall now read, “(per twenty four-hour period, beginning at the time storage begins)

**and the following paragraph is hereby added to read as follows:**

**§30-6.F Limitation of Fees.**

Pursuant to NJSA 40:48-2.50 (3), all fees to be paid to an operator by a Municipality for the storage of removed motor vehicles shall not exceed a limit of \$400.00 per vehicle stored regardless of the duration of the storage, except that a waiver may be granted for good cause, upon the request of the Township by the Division of Local Government Services in the Department of Community Affairs.

**REPEALER, SEVERABILITY AND EFFECTIVE DATE.**

- A. Repealer. Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.
- B. Severability. In the event that any clause, section, paragraph or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason, then the Township Committee hereby declares its intent that the balance of the Ordinance not affected by said invalidity shall remain in full force and effect to the extent that it allows the Township to meet the goals of the Ordinance.
- C. Effective Date. This Ordinance shall take effect upon proper passage in accordance with the law.

**Mayor Puglia** opened the public hearing. With no comments or questions, the public hearing was closed.

A motion was offered by **Committeewoman DiGiuseppe** and second by **Committeeman Clark** to adopt Ordinance 2012-10. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: DIGIUSEPPE, CLARK, GABLE, HIGGINS, PUGLIA**  
**NAY: NONE ABSENT: NONE ABSTAIN: NONE**

**RESOLUTIONS**

**RESOLUTION 2012-10-8  
REFUND OF TAX OVERPAYMENTS**

**WHEREAS**, Property Taxes were overpaid on the properties listed below; and

**WHEREAS**, this overpayment was due to a payment by Corelogic Real Estate Tax Service Corporation, and they are requesting a refund;

**NOW THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey at their regular meeting held on

October 24, 2012 hereby authorizes the refunding of the following to **Corelogic Real Estate Tax Service** by the Tax Collector.

Block	Lot	Property Owner	Amount
7	2.10	Vincent & Jennifer Guzman	\$2,200.76
10.03	89	Sean & Juanita Fryar	\$1,714.02
13.03	2.14	Joseph Chukwuma	\$3,315.25
19	1.02	Michael & Mary Ann Jacob	\$2,440.47
42.01	49	Kenneth & Claire Latawicz	\$1,432.01

A motion was offered by **Committeeman Gable** and second by **Committeeman DiGiuseppe** to adopt Resolution 2012-10-8. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: GABLE, DIGIUSEPPE, CLARK, HIGGINS, PUGLIA**  
**NAY: NONE ABSENT: NONE ABSTAIN: NONE**

**RESOLUTION 2012-10-9  
REFUND OF TAX DUE TO VETERAN EXEMPTION**

**WHEREAS**, the homeowner listed was declared to be a Disabled Veteran; and,  
**WHEREAS**, the homeowner, therefore is totally exempt from paying property taxes according to N.J.S.A. 54:4-3.30; and,  
**WHEREAS**, the homeowner paid the Taxes for 2012;  
**NOW THEREFORE BE IT RESOLVED**, that the Township of Committee of the Township of Mansfield, County of Burlington and State of New Jersey at their Regular Meeting held on October 24, 2012, hereby authorizes the Tax Collector to refund taxes to the following, retroactive to September 17, 2012.

Block	Lot	Property Owner	Amount
23.04	28	John R. Meyers	\$186.22

A motion was offered by **Committeeman Gable** and second by **Committeeman Clark** to adopt Resolution 2012-10-9. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: GABLE, CLARK, DIGIUSEPPE, HIGGINS, PUGLIA**  
**NAY: NONE ABSENT: NONE ABSTAIN: NONE**

**RESOLUTION 2012-10-10  
RESOLUTION FOR THE APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE NEW MUNICIPAL BUILDING ACCESS ROAD, OFF HEDDING ROAD IN THE TOWNSHIP OF MANSFIELD, COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

**NOW, THEREFORE, BE IT RESOLVED** that Township Committee of Township of Mansfield hereby formally approves the grant application for the above stated project.  
**BE IT FURTHER RESOLVED** that the Township Committee hereby authorizes the Mayor and Township Clerk to submit an electronic grant application identified as NJDOT FY 2013 Municipal Building Access Road, off Hedding Road, in the Township of Mansfield, to the New Jersey Department of Transportation on behalf of the Township of Mansfield, Burlington County, New Jersey.  
**BE IT FURTHER RESOLVED** that the Township Committee of the Township of Mansfield and Township Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Mansfield and that their signatures constitute acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

A motion was offered by **Committeeman Clark** and second by **Deputy Mayor Higgins** to adopt Resolution 2012-10-10. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: CLARK, HIGGINS, GABLE, DIGIUSEPPE, PUGLIA**  
**NAY: NONE ABSENT: NONE ABSTAIN: NONE**

**RESOLUTION 2012-10-11  
RESOLUTION AMENDING THE ANNUAL SALARY OF FINANCE EMPLOYEE, BONNIE GROUSER, TO INCLUDE A TWO THOUSAND FIVE HUNDRED [\$2,500.00] DOLLARS RAISE EFFECTIVE NOVEMBER 1, 2012**

**WHEREAS**, Bonnie Grouser is a salaried employee currently receiving an annual salary of \$49,995.40; and  
**WHEREAS**, the Township Committee has determined that it is in the best interest of the Township of Mansfield that the annual salary be increased by Two Thousand Five Hundred [\$2,500.00] dollars; and  
**WHEREAS**, Bonnie Grouser is currently being compensated at an annual salary of \$49,995.40.

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey, that Bonnie Grouser's current annual salary of \$49,995.40 is hereby amended to reflect a new annual salary of \$52,495.40.

**BE IT FURTHER RESOLVED** this amendment will become effective November 1, 2012 through December 31, 2012 as all salaries, for all employees, will be reviewed annually.

A motion was offered by **Committeewoman DiGiuseppe** and second by **Committeeman Clark** to adopt Resolution 2012-10-11. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: DIGIUSEPPE, CLARK, GABLE, HIGGINS, PUGLIA**  
**NAY: NONE ABSENT: NONE ABSTAIN: NONE**

#### **AGENDA AMENDMENT**

A motion was offered by **Committeeman Gable** and second by **Committeeman Clark** to amend the agenda to include requirements and application forms for permits for the indoor facility and the municipal park. Motion carried.

#### **RESOLUTION 2012-10-12 RESOLUTION SETTING THE REQUIREMENTS AND APPLICATION FORM FOR PERMITS FOR GROUP USE OF MANSFIELD INDOOR TRAINING FACILITIES AND MANSFIELD TOWNSHIP COMMUNITY PARKS**

**WHEREAS**, there exists a need for the Township to have and maintain uniform standards for scheduling the use of facilities at the Mansfield Indoor Training Facility and all Mansfield Township Community Parks, further, to provide for the proper allocation of responsibility and for compliance with the Mansfield Township's Rules and Regulations governing those facilities; and

**WHEREAS**, the Township Committee has determined that organized groups utilizing the recreation facilities in Mansfield Township should provide comprehensive general liability insurance for the period of their use to protect the Township against unwarranted claims and liability for injuries or damages to persons or property during such use; and

**WHEREAS**, such groups and/or individuals should also indemnify and hold the Township harmless from any damages to the Township's facilities;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey that group users reserving facilities at the Mansfield Township Indoor Training Facility and all Mansfield Township Community Parks and obtaining permits for the use of same shall be required to provide a certificate of insurance demonstrating comprehensive general liability insurance is in place, naming it as the primary liability policy for all claims resulting from the use of the facilities, and naming the Township as an additional named insured in the minimum amount of \$1,000,000.00.

**AND BE IT FURTHER RESOLVED** that the forms "Application for the Use of Mansfield Indoor Training Facility" and "Application for the Use of Mansfield Community Park" be and is hereby approved and adopted to reflect the above requirements. (Attached hereto and made a part hereof).

A motion was offered by **Committeeman Gable** and second by **Committeewoman DiGiuseppe** to adopt Resolution 2012-10-12. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: GABLE, DIGIUSEPPE, CLARK, HIGGINS, PULIA**  
**NAY: NONE ABSENT: NONE ABSTAIN: NONE**

#### **MINUTES: October 10, 2012**

A motion was offered by **Deputy Mayor Higgins** and second by **Committeewoman DiGiuseppe** to approve the minutes of the October 10, 2012 meeting. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: HIGGINS, DIGIUSEPPE, CLARK, GABLE, PUGLIA**  
**NAY: NONE ABSENT: NONE ABSTAIN: NONE**

#### **REPORTS:**

**Clerk, Court, Police, EMS, Construction, Finance, Zoning, COAH, Tax**

A motion was offered by **Committeeman Clark** and second by **Committeewoman DiGiuseppe** to accept the reports. Motion carried.

#### **DISCUSSION**

- a. **Application for the use of Mansfield Indoor Training Facility, Northern Muddogs, Joseph Lippincott, Jay Breslin, Dan Kane – contacts**



**November 1, 2012 through March 1, 2013 @ 7:00pm. Dates to be Scheduled with Recreation Committee.**

A motion was offered by **Committeeman Gable** and second by **Committeewoman DiGiuseppe** to approve the above application. Motion carried.

**b. Recreation Committee Report:**

- i.** Approval of \$1,800 for recreation soccer tournament in November
- ii.** Approval of \$400.00 for medals for soccer.
- iii.** Approval to waive use fee (\$700.00) to Northern Burlington Baseball Camp in lieu of donation of portable mound and batting tee for the indoor facility, which donation value would be approximately \$1,000.

**Deputy Mayor Higgins** clarified that Items i and ii are to be charged against the Recreation Trust Fund. **Committeeman Gable** explained that iii is in lieu of payment. The Northern Baseball Camp that was held during the summer utilized the facility that would be a charge of \$700. There were numerous pieces of equipment that Recreation needed to be able to utilize the facility which the Northern Baseball program donated \$1,000 worth of equipment, some of which was new. They are asking for a waiver of the donation in lieu of the \$700.

A motion was offered by **Committeeman Gable** and second by **Committeewoman DiGiuseppe** to approve the recreation requests as listed above. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: GABLE, DIGIUSEPPE, CLARK, HIGGINS (on i and ii), PUGLIA**  
**NAY: NONE ABSENT: NONE ABSTAIN: HIGGINS (on iii)**

**c. Hawker/Peddler/Solicitation Ordinance**

**Attorney Magee** explained that a resident who has a business in town and was concerned over the Mr. Softee trucks. There are options the committee can take. Either ban solicitors altogether from the town or we can ban them from town at certain times because it is not good from a safety perspective. The complaint is that the man pays for one registration and has several drivers on the road. We can require each driver to go through the process, costing them each \$200.00. Any bans would have to apply to everyone. **Attorney Magee** felt the best option was to register each driver. **Committeewoman DiGiuseppe** said she wasn't interested in banning solicitors. **Attorney Magee** noted that our ordinance already requires each driver to be registered, therefore the ordinance would not have to be changed. **Committeeman Gable** questioned who the enforcing authority would be. He was told the Police Chief.

**Committeewoman DiGiuseppe** questioned whether anyone has spoken to the owner. Maybe we should let him know. Perhaps he would be cooperative. **Attorney Magee** suggested a letter be sent to the owner advising him that the subject has come up and the ordinance allows up to charge each driver to pay.

**d. GovDeals (Township)**

**Clerk Semus** explained that we already have a contract for the police department and now, we would like to apply for the township to be able to contract with GovDeals. **Committeewoman DiGiuseppe** said that she and **Clerk Semus** met with the contractor and now need to set up another account. The Township can put anything they want to sell on their auction at no cost. She said that she and **Clerk Semus** will set this up.

**PUBLIC COMMENT**

There was no public comment

**MAYOR AND COMMITTEE COMMENT**

**Committeewoman DiGiuseppe** and **Committeeman Gable** thanked everyone for attending.

**Mayor Puglia** wished all a nice Halloween.

**MOTION FOR ADJOURNMENT**

A motion was offered by **Committeeman Gable** and second by **Committeeman Clark** to adjourn. Motion carried.

**PREPARED BY:**

**RESPECTFULLY SUBMITTED BY:**

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**Barbara A. Crammer**  
**Deputy Clerk**

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**Linda Semus, RMC**  
**Municipal Clerk**

**Approved: November 14, 2012**