

**TOWNSHIP OF MANSFIELD  
BURLINGTON COUNTY  
MEETING MINUTES  
December 14, 2011  
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 Fred Clark, Committeewoman Janice DiGiuseppe, Solicitor Michael Magee, Police Chief Ron Mulhall, CFO Joseph Monzo, 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, 2011. 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 7, 2011.

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

**RESOLUTION 2011-12-1**

**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: personnel and on-going litigations, specifically pending and potential litigation, personnel, and ongoing contract negotiations.
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, Committeewoman Janice DiGiuseppe, Committeeman Fred Clark, CFO Joseph Monzo, Engineer Len Faiola, Engineer Tim Stazewski, Attorney Michael Magee, Planning Consultant Harry McVey, Police Chief Ron Mulhall, 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 pending and potential litigation, personnel, and ongoing contract negotiations.

The meeting was called to order by **Mayor Puglia** followed by the flag salute and a moment of silence.

**Clerk Semus** read the following proclamation

**PROCLAMATION**

***WHEREAS**, the Mansfield Township Ambulance Squad has officially earned recognition as "ONE OF THE BEST IN THE STATE" when honored as the recipient of the Outstanding Private Agency category at the New Jersey Office of Emergency Medical Service's annual awards dinner held on November 4, 2011 in Atlantic City, and*

***WHEREAS**, the squad was one of three considered in its category and was chosen by a review committee comprised of members of the State Emergency Medical Services Advisory Council who commended the squad's use of data*

used to reduce response times, strong emphasis on customer service, public outreach in the form of health presentations, and development of policies on the use of sirens and lights.

*WHEREAS*, the organization, dating back to the 1940's, served as a volunteer squad until 2004, at which time it became a paid squad with stations in each of the communities it serves, as well as, satellite locations where EMT's are ready to respond when needed.

*NOW, THEREFORE, BE IT RESOLVED* that the Mansfield Township Committee, on behalf of the Township, the Officials, Employees, and Citizens thereof, hereby wishes to express their sincere congratulations to **The Mansfield Township Ambulance Squad** and to convey deep pride in their accomplishments and their service to our community as well as adjacent communities.

*BE IT FURTHER RESOLVED* that it is the desire and intent of the Township Committee of the Township of Mansfield to publicly acknowledge **The Mansfield Township Ambulance Squad's** recognition as **"ONE OF THE BEST IN THE STATE"**.

The Township Committee congratulated both Richard Archer and Ryan Lewis for the Corp.'s service to the community. **Committeeman Higgins** said he has spent time with both Ryan and Dick, who have been a pleasure to work with. Their professionalism is unbelievable. He thanked them. **Committeewoman DiGiuseppe** said she is new to the Committee and has met with both Dick and Ryan who were most helpful and wonderful to her. This community is thankful to them and their whole organization. **Committeeman Clark** said that, when you reach his age, it is nice to have a group of people standing by. Mr. Archer commented that they want to keep doing what they are doing. **Committeeman Gable** thanked Mr. Archer and Mr. Lewis and feels they are very professional and do a good job. He thanked them for their service.

**DISCUSSION ITEMS** (moved out of sequence on the agenda because of prior commitment of Chief Mulhall.)

**b. Meadows at Mansfield – Berkley Drive**

**Chief Mulhall** said this issue, raised by the residents, has been mostly addressed by the school. The main issue is the location of the bus stop as the school is reluctant to have the bus going into the development due to the size of the cul-de-sac and the ability of the bus to turn around and sometimes needing to back up and make a "k" turn. The stop for the bus is outside the development. In addition the roads are not dedicated to the Township yet leaving man covers and drainage covers above the road surface. He and **Deputy Mayor Higgins** met with school officials and worked on some things to make it a better situation. The County has posted additional signage and they have committed to lowering the speed limit to 40 mph, although the signs are not posted yet. In addition, the county had large read out signs in the beginning of the year to notify drivers of the approaching bus stop. He has had patrols periodically monitoring the situation. The parking concern on Berkley seems to have subsided as parents are using their discretion on where they park. **Chief Mulhall** said the situation will continue to be monitored.

**c. Holly Drive Traffic Conditions**

**Chief Mulhall** said an e-mail had been received about the traffic increase on Holly Drive which resulted from the DOT posting a no left hand turn on Route 206 south. Therefore, traffic is continuing down Route 206 to Mansfield Road East, at which point Holly Drive is used as a cut through. Additionally, traffic coming from White Pine Road to Route 206 can no longer make a left hand turn to go south on Route 206. This was all done because of site issues from White Pine Road to Route 206. There have been fatal crashes there. **Chief Mulhall** has been monitoring the situation after receiving one complaint from a resident on Holly Drive. He received a report from one of his sergeants, who has spoken to another resident on Holly Drive who did not see the situation as a problem. The efforts to monitor the speed on Holly Drive has not revealed any significant observations that there is a speed problem. The biggest issue is the cutting through of traffic. The officers have been directed to do enforcement actions there, although there has been warnings issued already, prior to the complaint.

**DISCUSSION Harry McVey, Planner**

**Mr. McVey** felt discussions should be held because next year will be the make or break in terms of the planning effort we have been doing over the past 5 to 7 years, specifically the transfer of development rights. The marketing study should be finished any time. This will tell the specific number of units that we have to be able to plan for in the town center. Currently the number is about 1,200 homes. There are currently about 500 that could be built under the 3 acre zoning. The difference is, when smaller lots are

used, the marketing study will show that for every large home you would get on three acres, you will get 2 smaller homes and/or 3/1 multi-family town homes. The goal is to try to maintain all of the units so we have enough room to put all of the units in the town center. He said the visioning plan, created about 2 years ago, is still being considered as the grand plan. There is an effort funded by the county for the design element. Numerous concept plans have been submitted. **Mr. McVey** said he has been asked to approach the township about the township fields which has been designated for part of the town center. It had been anticipated to put the affordable housing component in that area, although access to that site is poor, and they are looking for ways to provide better access. One of the ways was to use the driveway at the far end of the park. The issue of having the affordable housing at that location was discussed because of current problems in another park. Therefore, it was decided to have the affordable housing incorporated within the various developments, thereby scattering the affordable housing. This site will still be needed for housing but it will be converted to single family homes. Fifty foot wide lots had been considered. However, most developers had indicated a sixty foot lot. In short, we are trying to get as many single family detached units as possible. 20% of the 1200 will be affordable housing units because of the old COAH rules. **Attorney Magee** noted that this would be round 3, which has been invalidated. Some municipalities are taking the position that no COAH fees are being collected and others are going back to Round 2. **Mr. McVey** agreed and said changes can be made at this point. The 20% is the worse case scenario. **Mayor Puglia** referred to access to the ground below the park and his feeling that we did not want this to go through the park. It was also noted that the County bike path is planned for this area. The Planning Board will be working the first six months of 2012 to deal with the plans. There will be a series of meetings with a public hearing at the conclusion. **Mr. McVey** was thanked for his presentation.

**BILL LIST**

**CFO Monzo** asked for an adjustment to the bill list to move the J III Electronics, Inc. bill from the Recreation trust to the Current Fund. A motion was offered by **Deputy Mayor Higgins** and second by **Committeeman Gable** to amend the bill list as requested by **CFO Monzo**. Motion carried. A motion was offered by **Deputy Mayor Higgins** and second by **Committeeman Gable** to move J III Electronics Inc. bill from Recreation to the Current Fund. Motion carried on a Roll Call Vote, recorded as follows:

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

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

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

**ENGINEER’S REPORT**

**Engineer Len Faiola** updated the December 9<sup>th</sup> status report explaining that he has been in communication with the Deputy Commissioner who has expressed his desire to see that the water quality management plan closure is done and he has directed his subordinate to contact **Engineer Faiola** to have a meeting. They do not know how to resolve the issue with respect to Liberty Lake. **Engineer Faiola** would like the meeting to discuss taking the Liberty lake issue off the table and approve the overall plan. Whatever issues they have with Liberty Lake from the drainage standpoint could be resolved through the wetlands and stream encroachment department. It should not impact the overall plan. Therefore, we will be able to move forward with other issues, mainly the Village of Columbus. **Engineer Faiola** hopes to have the meeting before Christmas.

**Engineer Faiola** said he has been in constant communication with PSE&G relating to the cost of setting the gas meter for the EMS generator. We feel the fee should be waived since it is not warranted. He has discussed the issue with John Felice, Marketing Director, who has not returned the phone call in five days. **Engineer Faiola’s**

goal is to meet with him at his office in Moorestown by the end of the week as he wants to discuss the matter in person. The goal is to have the generator up and running by the 28<sup>th</sup> or 30<sup>th</sup>. **Mayor Puglia** spoke with a company representative who said that there was another issue with a special made valve which they were having trouble locating. They now have the valve and hope to have it operating within the next 10 days. PSE&G still wants \$1,100. Ultimately, something has to be done. **Engineer Faiola** said he has a plan to recover the money if we wind up having to pay it. However, he wants a face to face discussion first.

**Engineer Faiola** referred to finalizing the easement for the Millennium Building with New Jersey American Water. One condition in granting the easement is to actually improve the driveway on the property. The time range is early to mid January, 2012. We need to define a scope of what exactly we need to do in order to improve it to meet the needs of the fire department and whomever else has access to the site. **Attorney Magee** said he read the metes and bounds and found it to be proper.

As there were no questions for the Engineer, a motion was offered by **Committeewoman DiGiuseppe** to accept the Engineer's report. The motion was second by **Committeeman Clark** and passed.

**RESOLUTIONS**

**RESOLUTION 2011-12-2**

**RESOLUTION FOR THE TRANSFER OF FUNDS IN THE CURRENT FUND IN THE TOWNSHIP OF MANSFIELD FOR THE BUDGET YEAR 2011**

**BE IT RESOLVED** on this 14th day of December, 2011 by the Township Committee for the Township of Mansfield, County of Burlington, that from the surplus balance in the 2011 budget appropriations transfers be made as follows:

**CURRENT FUND: Inside the CAP to Inside the CAP**  
**Operating Expenses and Salaries & Wages**

<u>Title</u>		<u>Transfer</u> <u>From</u>	<u>Transfer</u> <u>To</u>
Engineer	OE	5,000.00	
Group Insurance	OE	36,000.00	
OCE Fire	SW	4,000.00	
Solid Waste	OE	5,000.00	
FICA	OE	400.00	
Affordable Housing	OE	100.00	
Zoning	OE	400.00	
OEM	OE	700.00	
Admin	OE		350.00
Clerk	OE		500.00
Land Use	SW		2,150.00
OCE Fire	OE		500.00
Buildings	OE		4,000.00
Vehicle Maintenance	OE		3,500.00
Contribution to Social Services	OE		70.00
Petroleum	OE		10,000.00
Tax Collection	OE		130.00
Recycling	SW		200.00
legal	OE		1,000.00
Police	SW		18,000.00
Streets	SW		4,600.00
Solid Waste	SW		500.00
Recycling	OE		100.00
Court	SW		6,000.00
<b>TOTAL</b>		<b>\$ 51,600.00</b>	<b>\$ 51,600.00</b>

**CFO Monzo** explained this was the normal course of business for the last two months of the year, transferring funds with budget lines that have excess funds available to those that don't.

A motion was offered by **Deputy Mayor Higgins** and second by **Committeewoman DiGiuseppe** to adopt Resolution 2011-12-2. Motion carried on a Roll Call Vote, recorded as follows:

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

**RESOLUTION 2011-12-3**  
**RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR SNOW REMOVAL WITH CENTRAL JERSEY LANDSCAPING**

**WHEREAS**, there exists a need for the Township to secure the services of a snow removal contractor to remove snow and ice from Township roadways when it accumulates to three (3") inches or more, or upon authorization of the Township Superintendent or his designee; and,

**WHEREAS**, bids were solicited for said service on October 16, 2011, and November 3, 2011; and

**WHEREAS**, no responsive bids were received on either occasion; and

**WHEREAS**, the Local Public Contracts Law permits the Township to negotiate for these services after two unsuccessful bids; and

**WHEREAS**, the Township Chief Financial Officer and Superintendent have determined that Central Jersey Landscape can provide the services required at the best available price; and

**WHEREAS**, a two year contract with a one year renewable option has been duly reviewed and approved by the Townships professional staff.

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey at their regular meeting held on December 14, 2011, that the contract for Snow Removal effective December 1, 2011 through November 30, 2013 with a one year renewable option, be awarded to Central Jersey Landscaping; and

**BE IT FURTHER RESOLVED**, that the Mayor and Township Clerk are hereby authorized to execute a contract substantially in the form annexed hereto to effectuate the award.

**IN WITNESS WHEREOF**, the parties hereto have set their hands and seals on the day and year above written.

**CFO Monzo** explained that a bid was put together for snow removal services. No bids were received. We then re-bid and received one bid which was non-responsive. At the last meeting, the committee passed a resolution to that effect and the resolution also stated that we are permitted by local public contracts law to negotiate for the service. Meetings were held with several contractors in the area. Central Jersey Landscaping, in Chesterfield, was contacted. Central Jersey Landscaping is also contract with Hamilton Township. We have come to an agreement, as per the resolution, for a two year contract from Dec. 1, 2011 through Nov. 30, 2013 with an option to renew for one more year. They are a reliable company who will store our salt. **Mayor Puglia** said he and **Committeeman Clark** worked hard on this. It was very difficult to find vendors as there are not many out there.

A motion was offered by **Committeeman Higgins** and second by **Committeewoman DiGiuseppe** to adopt Resolution 2011-12-3. Motion carried on a Roll Call Vote, recorded as follows:

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

**RESOLUTION 2011-12-4**  
**RESOLUTION AMENDING ESTABLISHED TOWNSHIP HOLIDAYS FOR ALL NON-CONTRACTUAL EMPLOYEES TO ELIMINATE DECEMBER 30, 2011**

**WHEREAS**, it has come to the Township Committees attention that should the original established township holidays be followed that the Township would be closed for four (4) consecutive days; and

**WHEREAS**, the Township Committee feels that in the best interest of its citizens that government services should not be unavailable for four (4) consecutive days;

**NOW, THEREFORE, BE IT RSOLVED** by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, State of New Jersey that the following is a list of the Mansfield Township Municipal Holidays for the Year 2011 for a Full-time and Permanent/Part-time Non-Contractual employee. Note that Holidays for Contractual Employees may or may not run according to said schedule, but will be stipulated in their respective agreements.

**2011 Mansfield Township Schedule of Holidays**

Martin Luther King Day	Monday	January 17, 2011
Presidents' Day	Monday	February 21, 2011
Good Friday	Friday	April 22, 2011
Memorial Day	Monday	May 30, 2011
Independence Day	Monday	July 4, 2011
Labor Day	Monday	September 5, 2011
Columbus Day	Monday	October 10, 2011

Veteran's Day	Friday	November 11, 2011
Thanksgiving Day	Thursday	November 24, 2011
Day after Thanksgiving	Friday	November 25, 2011
Christmas Holiday	Friday	December 23, 2011
Christmas Holiday	Monday	December 26, 2011
<b>2012 HOLIDAY</b> (remaining year to be listed at 2012 Reorganization Mtg.)		
<b>New Year's Holiday</b>	<b>Monday</b>	<b>January 2, 2012</b>

A motion was offered by **Committeeman Higgins** and second by **Committeeman Clark** to adopt Resolution 2011-12-4. Motion carried on a Roll Call Vote, recorded as follows:

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

**Committeewoman DiGiuseppe** explained that she is abstaining because she wasn't here when it was initially adopted.

**RESOLUTION 2011-12-5**  
**A RESOLUTION APPOINTING A PART-TIME ADMINISTRATIVE ASSISTANT FOR THE MUNICIPAL CLERK'S OFFICE**

**WHEREAS**, the Mansfield Township Municipal Clerk's Office is in need of part-time Administrative Assistant employee at this point in time; and

**WHEREAS**, an application for said position was received from **ANNE SHIVERS**; and

**WHEREAS**, **ANNE SHIVERS** was interviewed and found to meet the qualifications that best meets the needs of the department.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey at their regular meeting held on December 14, 2011 at the Municipal Complex at 7:30 PM that **ANNE SHIVERS** is hereby appointed as a part time Administrative Assistant employee at the rate of \$14.42 per hour, effective November 21, 2011, with no benefits and holidays, and not to exceed 20 hours per week.

A motion was offered by **Committeeman Clark** and second by **Committeeman Gable** to adopt Resolution 2011-12-5. Motion carried on a Roll Call Vote, recorded as follows:

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

**Resolution 2011-12-6**  
**REFUND OF ROLL-BACK TAX PAYMENT**

**WHEREAS**, Rollback taxes were collected on the property listed below; and

**WHEREAS**, this payment was due to the loss of farmland assessment on the below listed property; and

**WHEREAS**, the homeowner appealed both the rollback payment and the loss of farmland assessment; and

**WHEREAS**, a decision was rendered by the Burlington County Tax Board affirming the actions of the Mansfield Township Tax Assessor; and

**WHEREAS**, the homeowner appealed to the Superior Court, Tax Court of New Jersey, Docket Number 013900-2010; and

**WHEREAS**, the Mansfield Township Tax Assessor and the Homeowner have agreed to enter into a stipulation that would result in the dismissal of the current Superior Court matter; and

**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 December 14, 2011 hereby authorizes the return of the following by the Tax Collector.

<b>Block</b>	<b>Lot</b>	<b>Property Owner</b>	<b>Address</b>	<b>Amount</b>
23	14.10	David & Catherine Dulo	25751 Mt. Pleasant Rd	\$3,607.97

A motion was offered by **Deputy Mayor Higgins** and second by **Committeeman Gable** to adopt Resolution 2011-12-6. Motion carried on a Roll Call Vote, recorded as follows:

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

**Clerk Semus** asked the Committee to consider doing Resolution 2011-12-8 through Resolution 2011-12-12 as a group.

**RESOLUTION 2011-12-7**

**REDEMPTION OF TAX LIEN**

**WHEREAS**, at the Mansfield Township Tax Sale held on October 5, 2011, a lien was sold on Block 10.05, Lot 1, also known as 1 Coventry Terrace, for 2010 delinquent taxes; and,

**WHEREAS**, this lien, known as Tax Sale Certificate # 11-00006 was sold to US Bank Cust/Pro Capital I, LLC, in the amount of \$4,256.48, with a premium paid of \$11,000.00; and,

**WHEREAS**, JP Morgan Chase Bank NA, owner, has effected redemption of Certificate # 11-00006 in the amount of \$15,353.61, and this lien was redeemed on 11/29/11.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, memorializes that a check was issued on 11/29/11 to US Bank Cust/ Pro Capital, LLC, for the redemption of this lien.

<b>Lien Holder</b>	<b>Lien #</b>	<b>Amount</b>	<b>Check #</b>
US Bank Cust/Pro Capital, LLC	11-00006	\$15,353.61	11258

**RESOLUTION 2011-12-8  
REDEMPTION OF TAX LIEN**

**WHEREAS**, at the Mansfield Township Tax Sale held on October 5, 2011, a lien was sold on Block 10.02, Lot 2.64, also known as 128 Augusta Drive, for 2010 delinquent taxes; and,

**WHEREAS**, this lien, known as Tax Sale Certificate # 11-00005 was sold to Life Center Academy, in the amount of \$1,484.84, with a premium paid of \$1,400.00; and,

**WHEREAS**, E Rubin % Big Bear Natural Foods, owner, has effected redemption of Certificate # 11-00005 in the amount of \$4,304.61.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, authorizes that a check be issued to Life Center Academy, for the redemption of this lien.

<b>Lien Holder</b>	<b>Lien #</b>	<b>Amount</b>
Life Center Academy	11-00005	\$4,304.61

**RESOLUTION 2011-12-9  
REFUND OF VETERAN DEDUCTIONS**

**WHEREAS**, Tax Deductions were allowed on the properties listed below; and,

**WHEREAS**, this allowance resulted in overpayments on said properties, and refunds are due to the homeowners,

**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 December 14, 2011 hereby memorializes the refunding of the following:

<b>Block</b>	<b>Lot</b>	<b>Property Owner</b>	<b>Deduction</b>	<b>Amount</b>	<b>Check #</b>
6.02	6	William Radice	Veteran	\$250.00	11264
23.04	79	Bruce Falconer	Veteran	\$250.00	11218

**RESOLUTION 2011-12-10  
REFUND OF DUPLICATE PAYMENT**

**WHEREAS**, a payment was made by the title company on the property listed below; and

**WHEREAS**, a duplicate payment was also made by Corelogic Real Estate Tax Service and the homeowner is due a refund and this refund was made on November 29, 2011,

**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 December 14, 2011, hereby memorializes the refund to Theodore Chmiel.

<b>Block</b>	<b>Lot</b>	<b>Property Owner</b>	<b>Address</b>	<b>Amount</b>	<b>Check #</b>
36	8	Theodore Chmiel	145 Atlantic Avenue	\$1,035.28	11254

**RESOLUTION 2011-12-11  
REFUND OF VETERAN DEDUCTION**

**WHEREAS**, Tax Deductions were allowed on the property listed below; and,

**WHEREAS**, this allowance resulted in an overpayment on said property, and a refund is due to the homeowner,

**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 December 14, 2011 hereby authorizes the refunding of the following:

<b>Block</b>	<b>Lot</b>	<b>Property Owner</b>	<b>Deduction</b>	<b>Amount</b>
17	5	Stephen Szolomayer	Veteran	\$250.00

**RESOLUTION 2011-12-12  
REFUND OF TAX OVERPAYMENTS**

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

**WHEREAS**, this overpayment was due to a payment by Corelogic Real Estate Tax Service, 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 December 14, 2011, hereby authorizes the refunding of the following to Corelogic Real Estate Tax Services by the Tax Collector.

<b>Block</b>	<b>Lot</b>	<b>Property Owner</b>	<b>Amount</b>
10.03	97	Nitin Surve	\$1,900.01

A motion was offered by **Mayor Higgins**, and second by **Committeeman Clark** to adopt Resolution 2011-12-7 to Resolution 2011-12-12. Motion carried on a Roll Call Vote, recorded as follows:

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

**RESOLUTION 2011-12-13**  
**RESOLUTION AUTHORIZING THE ISSUANCE OF A NEW PLENARY RETAIL DISTRIBUTION LICENSE AND APPROVAL OF THE LOCATION**

**WHEREAS**, an application has been filed with the Municipal Clerk for the issuance of a new Plenary Retail Distribution License and approval of its location to Liquor Mart, Inc., with a mailing address of 3224 Route 206, Bordentown, New Jersey, License Number 0318-33- ; and

**WHEREAS**, said application for the 2011-2012 licensing year has been received with required fees submitted as prescribed by Ordinance in the amount of \$2,500.00 to Mansfield Township and \$200.00 to the State of New Jersey Division of Alcoholic Beverage Control; and

**WHEREAS**, notice of the application has been published in the Burlington County Times on November 30, 2011 and December 7, 2011, as evidenced by an Affidavit of Publication; and

**WHEREAS**, no objections have been made to the issuance of this license; and

**WHEREAS**, the Chief of Police has recommended approval of the issuance of said license; and

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

1. The application for the issuance of a Plenary Retail Distribution license, License Number 0318-33- for Liquor Mart, Inc., 3224 Route 206, Bordentown, New Jersey 08505 is hereby approved.
2. The Municipal Clerk is hereby authorized and directed to endorse the license pursuant to N.J.A.C. 13:2-7.14.

A motion was offered by **Committeeman Clark** and second by **Deputy Mayor Higgins** to adopt Resolution 2012-12-13. Motion carried on a Roll Call Vote, recorded as follows:

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

**ORDINANCES**

**ORDINANCE NO: 2011-13**  
**AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD TO AMEND CHAPTER 39A ENTITLED PURCHASING: CLAIMS APPROVAL, SPECIFICALLY SECTION 39A-5B**

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

**WHEREAS**, the Township Committee of the Township of Mansfield by Ordinance 1986 dated February 18, 1986 adopted an Ordinance regarding purchasing and claims approval: and

**WHEREAS**, since the adoption of this ordinance in 1986 by the Mansfield Township Committee, the state statutes and laws governing same have changed significantly; and

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

**Article I: Chapter 39A, specifically Section 39A-5B be amended as follows:**

Any aggregate purchase over the bid threshold, as per the Local Public Contracts Law, must be subject to the bidding process; any aggregate purchase under the threshold must first be approved by the Department Liaison prior to payment. All purchases, over the bid threshold, must be signed by the full Township Committee.

**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 Gable** to adopt Ordinance 2011-13. Motion carried on a Roll Call Vote, recorded as follows:

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

**ORDINANCE NO: 2011-14**  
**AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD TO AMEND CHAPTER 2 OF THE CODE OF THE TOWNSHIP OF MANSFIELD ENTITLED ADMINISTRATION OF GOVERNMENT**

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

**WHEREAS**, the Township Committee of the Township of Mansfield currently does not contain a specific Attendance Policy for either the Mayor or the Township Committee Members; and

**WHEREAS**, the State of New Jersey through its Best Management Practices has suggested that municipalities consider such an Attendance Policy; and

**WHEREAS**, the Mansfield Township Committee has considered the requirements of Title 40A, specifically 40A: 16-3 as it relates to Mayor and Committee Members Absences at regularly scheduled meetings; and

**WHEREAS**, the Mansfield Township Committee after considering same has decided to institute an Attendance Policy for the Mayor and the Committee Members of the Township of Mansfield;

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

**Chapter 2 of the Code of the Township of Mansfield be amended to specifically add Section 2-14 entitled When An Office Is Deemed Vacant, as follows:**

The position of a member of the Governing Body, shall be deemed vacant, when a member, as required by law, is to attend official Township meetings and fails to attend two (2) consecutive months or four (4) consecutive meetings, whichever shall be of longer duration, without being excused from attendance by the full Governing Body. The exception to this policy would be considered for legitimate illness and/or any other legitimate excuse at the approval of the full Governing Body.

**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 **Deputy Mayor Higgins** and second by **Committeewoman DiGiuseppe** to adopt Ordinance 2011-14. Motion carried on a Roll Call Vote, recorded as follows:

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

**MINUTES:**

**November 11, 2011**  
**November 21, 2011**  
**November 29, 2011**

A motion was offered by **Committeeman Gable** and second by **Committeeman Clark** to approve the minutes of November 11, 2011, November 21, 2011, and November 29, 2011. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: GABLE, CLARK, DIGIUSEPPE, HIGGINS, PUGLIA**

**NAY: NONE ABSENT: NONE ABSTAIN: NONE**

**REPORTS: (October and November, 2011)**

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

A motion was offered by **Deputy Mayor Higgins** and second by **Committeeman Gable** to accept the above noted reports. Motion carried.

**DISCUSSION /ACTION:**

**a. Zoning Permit Fees**

**Clerk Semus** referred to a letter had been received from Robin Bucchi, Zoning Officer, inquiring about increasing our permit fees and asking permission to work with **Solicitor Magee** to amend the ordinance for this purpose. **Solicitor Magee** felt we should contact other municipalities to see what their fees are for comparison purposes and then we can amend our existing ordinance. This was agreeable to all Committee members to be done the end of January.

**d. Boy Scouts Endorsement**

**Clerk Semus** explained that an e-mail was received from Fire Official Doug Borgstrom who is requesting that the township grant them permission to allow a Charter with the Boy Scout Troops. The township owns the building and land and the scouts will be meeting in our facility at the Fire House. A motion was offered by **Committeeman Clark** and second by **Committeewoman DiGiuseppe** to allow the Boy Scouts to meet at the new Fire House. Motion carried.

**e. Farmland Preservation – DiTullio**

**Attorney Magee** said he received a phone call from the county questioning why we are not adopting resolutions as we had in the past stating that we support the farmland preservation but we don't have the funds. He told them that there was reluctance on the part of the Committee based on the specific language in the county's request to us regarding farmland concern. The Committee is concerned, notwithstanding the fact that we were not making a monetary commitment, any endorsement would commit us to those funds. He said he hasn't heard from the county since. **Deputy Mayor Higgins** said he spoke to someone directly and sent a letter to the county. However, **Attorney Magee** said we wouldn't get anything from the county in writing what he requested. **Deputy Mayor Higgins** explained that he asked the county to put in writing that we would not be responsible for the 15% but he and **Attorney Magee** felt we would be responsible. We need clarification that we are not responsible. **Mayor Puglia** told the county we did not have the money at this time.

**f. Application for Membership and Blue Light Permit for Kenneth A. Hornback for the Franklin Fire Company.**

A motion was offered by **Committeeman Clark** and second by **Deputy Mayor Higgins** to grant this application. Motion carried.

**PUBLIC COMMENT**

**Dan Albanese**, Route 206, said he is acting as the liaison between Northern Greyhounds and the Township. They are comprised of small football teams made up of the 4 sending districts. They currently practice at the elementary school and high school but have to pay excessive rent to the schools to use the fields. Registration fees are detrimental to the organization because it costs hundreds of dollars for the children to participate. They are seeking alternates, whether to ask the schools not to charge the rent, use the existing radio tower field in Mapleton, or the township 9 acre parcel adjacent to the park,. Another consideration would be the open space field directly across from the side entrance of the elementary school. The Junior Greyhounds will install the field and parking area at their expense. All the Mansfield Township teams can use the field. Mr. Albanese passed out the proposal which **Mayor Puglia** said the Committee will consider and let him know after the first of the year.

**Lou Wargo**, West Main Street, said he is surprised the township does not have the emergency generator hooked up at the EMS building. He feels someone is dragging

their feet. **Mayor Puglia** advised that there was a part on back order and it just arrived. They will be working on it next week. **Mr. Wargo** referred to the Happy Holiday comment on the agenda, saying he thought it should say Merry Christmas and Happy New Year. **Mayor Puglia** said he wishes all a Merry Christmas and Happy New Year.

**Mayor Puglia** received a call from the county informing him there will be a grant available this year. He asks the Committee to come up with some ideas so we can submit an application.

There being no further comments from those in attendance, the public portion was closed.

**MAYOR AND COMMITTEE COMMENT:**

**Committeewoman** and **Deputy Mayor Higgins** wished everyone a Merry Christmas and Happy New Year.

**Committeeman Clark** read an article by Mrs. Harrison in the Watershed Newsletter in regard to storm drains. He wished people could see the article and comply with her ideas to take trash off some of the inlets. It would keep the trash out of our streams.

**Committeeman Gable** thanked all for coming and wished them a Merry Christmas.

**Mayor Puglia** wished all a Merry Christmas and Happy Healthy New Year.

**MOTION TO ADJOURN**

A Motion was offered by **Committeeman Clark** and second by **Committeewoman DiGiuseppe** 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: December 28, 2011**