

**TOWNSHIP OF MANSFIELD
BURLINGTON COUNTY
MEETING MINUTES
February 13, 2013
Executive Session
6:30 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, Committeeman Sean Gable, Committeewoman Janice DiGiuseppe, Committeeman Sean Gable, Committeeman Alfred Clark, Committeewoman, 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, 2013. 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, 2013.

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

RESOLUTION 2013-2-1

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: on-going litigation, contract negotiations 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, Committeewoman Janice DiGiuseppe, Committeeman Sean Gable, Committeeman Fred Clark, 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 litigation, contract negotiations and personnel.

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

FINANCE Budget Presentation – **Joseph P. Monzo, CFO Treasurer**

CFO Joseph Monzo had distributed material in regard to the discussion of the 2012 Operations and the 2013 Budget. **CFO Monzo** reviewed his report, listing the highlights of the 2012 budget year, proposed budget revenues for the 2013 budget, appropriations for the 2013 budget and the ratable base for 2013. The budget is to be introduced by resolution before March 15th. **CFO Monzo** recommended that the Committee look over the material he had presented over the course of the next 7 to 10

days and send any questions to him. If we are ready, we can introduce the budget at the next meeting to be held on February 27th or the following meeting to be held on March 14th.

ENGINEER'S REPORT

Engineer Staszewski reported that he, Len Faiola, and Michael Magee met with the Turnpike Authority on the 6th. The Turnpike has agreed to pave Mansfield Road West at full length, Mill Lane in areas of disrepair, and the area of Sharp Road in disrepair. They have committed to pave those roads toward the middle to late March or weather pending.

The turnpike also notified us that, in mid April, they will start work on the Hedding Road Bridge. They will request a meeting prior to that date to discuss detours, etc.

Engineer Staszewski's office has almost completed the concept for the police and public works floor plan at the municipal complex. Since his company has had network service issues, they will not be able to make the prints so that the meeting scheduled for tomorrow will be changed to a later date. After meeting with the Chief, they will make any changes that he sees fit and then submit the plan to the Committee for their review.

The Municipal Complex is still on schedule for the end of March for finalization. **Engineer Staszewski** referred to any site work prior to the move. The access road is tied to the DOT grant and County grant. We should wait until the grants are received before moving ahead with that work. However, he felt we should think about some work in the parking area such as striping or pavement and pot holes to be fixed. Some thought should be put into the location of parking for police and public works. It might be a good idea to consider putting together a concept plan. Lighting in the area for safety is a concern.

a. Solar Farming: **Mayor Puglia** referred to some towns that are passing ordinances restricting how much solar panels can go on farms. He questioned whether **Engineer Staszewski** had anything to do with this. **Engineer Staszewski** said there are ordinances for this but it is really a zoning issue with the township and what the township master plan calls for. **Engineer Staszewski** said he will provide the Committee with copies of such ordinances. **Committeeman Gable** noted that the Planning Board did have a copy. However, it was never acted on. This will be reviewed and presented again. Therefore **Engineer Staszewski** will not do a review since we will look at our past records.

b. Residents Calls to Engineers. **Clerk Semus** explained that we have residents calling R&V directly for insight on their developments which could be different than what the town is doing. She questioned how that would be billed and whether the Township would be responsible for it. She felt this should not be going on as we have not given residents permission to go to the Engineer directly. **Engineer Staszewski** said that most of the contacts they have received were on-going issues. He said he hasn't billed the township for on-going issues unless it was something that can be charged to an escrow. **Attorney Magee** clarified the issue by stating that, if it is a non-government issue, the resident should be told to contact a private engineer. **Deputy Mayor Higgins** felt the residents should not be contacting our professionals directly. Any comments should go to the Mayor, Clerk, etc.

Engineer Staszewski referred back to the parking lot concerns and whether there are any comments or direction. **Committeeman Clark** said he spoke to Len Faiola who said he is available tomorrow morning to do a walk through. He would like the Mayor, Jef Jones, and the Police Chief to also attend. The need will be determined so drawings can get started.

A motion was offered by **Committeewoman DiGiuseppe** and second by **Committeeman Clark** to accept the Engineer's report. Motion carried.

RESOLUTIONS

**MANSFIELD TOWNSHIP
BURLINGTON COUNTY**

RESOLUTION 2013-2-2

**RESOLUTION FOR THE TRANSFER OF FUNDS IN THE CURRENT FUND IN THE
TOWNSHIP OF MANSFIELD FOR THE BUDGET YEAR 2012**

BE IT RESOLVED on this 13th day of February, 2013 by the Township Committee for the Township of Mansfield, County of Burlington, that from the surplus balance in the 2012 budget appropriations reserves transfers be made as follows:

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

<u>Title</u>	<u>Transfer From</u>	<u>Transfer To</u>
Clerk	OE	41.00
Finance	OE	778.00
Legal	OE	4,000.00
Planning	OE	914.00
Zoning	OE	182.00
Solid Waste	OE	1,367.00
Vehicle Maintenance	OE	3,891.00
Recreation	OE	6,665.00
Park Maintenance	OE	567.00
Street Lighting	OE	24,265.00
Water	OE	3,084.00
Landfill	OE	303.00
Electricity	OE	18,400.00
Condo	OE	11,000.00
Streets	OE	1,500.00
Tax Collections	OE	500.00
Employee Group	OE	1,100.00
Emergency	OE	250.00
Management	OE	250.00
Environmental Health	OE	340.00
Petroleum	OE	3,100.00
Court SW	SW	1,200.00
Court OE	OE	2,400.00
FICA	OE	850.00
SW Adjustment	SW	4,376.00
Telephone	OE	1,000.00
TOTAL		\$46,016.00
		\$46,016.00

CFO Monzo explained that Resolution 2012-2-2 covers those expenditures that come in from January and February. A motion was offered by **Deputy Mayor Higgins** and second by **Committeeman Gable** to approve Resolution 2012-2-2. Motion carried on a Roll Call Vote, recorded as follows:

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

RESOLUTION 2013-2-3
RESOLUTION RE-AUTHORIZING THE SUBMISSION OF APPLICATION FOR THE PROGRAM YEAR 2013 BURLINGTON COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT AS ADMINISTERED BY THE BURLINGTON COUNTY DEPARTMENT OF ECONOMIC DEVELOPMENT

WHEREAS, Mansfield Township had prepared an application for the 2013 Burlington County Community Development Block Grant as a funding request for Phase II ADA Accessible Doorways and site improvements to the new Municipal Complex (Millennium Building), at 3135 Route 206, Columbus, NJ, which said improvements are to assist in ADA regulations; and

WHEREAS, in connection with said application a public hearing is required; and

WHEREAS, the township has noticed the above referenced grant on 2-3-13 and

WHEREAS, it is necessary that the township adopt a resolution following a public hearing on this application

WHEREAS, this application has the Mayor and Township Committee approval; and

WHEREAS, it is understood that the scope of work stated above may exceed the program's funding amount. The amount listed in the project cost estimate represents the total project cost for two complete bathroom installations. The Township is prepared to supplement CDBG funding with other funding sources, if necessary

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Township Committee for the Township of Mansfield, County of Burlington, New Jersey, fully supports and re-approves this grant funding request to the Burlington County Community Development Block Grant Program, which does not require any local matching funds.

Clerk Semus explained that this is a public hearing for the grant that was submitted in December.

Mayor Puglia opened the public hearing.

With no comments or questions, the public hearing was closed.

A motion was offered by **Committeeman Gable** and second by **Committeeman Clark** to adopt Resolution 2013-2-3. Motion carried on a Roll Call Vote, recorded as follows:

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

RESOLUTION 2013-2-4
RESOLUTION CLARIFYING CONTRACT LANGUAGE BETWEEN MANSFIELD TOWNSHIP AND NETWORKS PLUS, LLC WHICH WAS ADOPTED MARCH 28, 2012

WHEREAS, the Township entered into a contract with Networks Plus, LLC on March 28, 2012; and

WHEREAS, said contract provided for services and equipment; and

WHEREAS, questions have arisen regarding the services to be provided and equipment to be supplied; and

WHEREAS, the Township Of Mansfield and Networks Plus, LLC have agreed to the annexed contract addendum which will be made a part of the original contract signed on March 28, 2012.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey that:

1. The Mayor and Township Clerk, as necessary, are hereby authorized to execute the Addendum to the Contract with Networks Plus, LLC Contract and any related documents necessary to effectuate this addendum in a form substantially the same as that annexed hereto.

A motion was offered by **Committeeman Clark** and second by **Committeewoman DiGiuseppe** to adopt Resolution 2013-2-4. Motion carried on a Roll Call Vote, recorded as follows:

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

RESOLUTION 2013-2-5

RESOLUTION ACCEPTING THE PROPOSAL OF SIMONIK TRANSPORTATION & WAREHOUSING GROUP LLC, UNDER THE NJ DIVISION OF PURCHASE AND PROPERTY, COOPERATIVE PURCHASING AGREEMENT, TO MOVE THE TOWNSHIP'S ADMINISTRATIVE OFFICES TO THE NEW MUNICIPAL COMPLEX TO BE LOCATED IN THE NEW MILLENNIUM BUILDING IN THE TOWNSHIP OF MANSFIELD

WHEREAS, the Township has solicited bids for moving services for the Township's Administrative Offices to the New Millennium Building under the State's Cooperative Purchasing Agreement; and

WHEREAS, bids were received and reviewed by the Finance Liaison Janice DiGiuseppe and Municipal Clerk, Linda Semus, and it was found that the lowest qualified and responsible proposal being that from Simonik Transportation & Warehousing Group LLC; and

WHEREAS, the proposal has been reviewed and is in compliance with the specifications and requirements; and

WHEREAS, the Chief Financial Officer has certified that funds are available; and

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

1. The Township Committee hereby awards a Contract to Simonik Transportation & Warehousing Group LLC for the move of the Township's Administrative Offices to the New Municipal Complex located at the New Millennium Building, in an amount not to exceed \$8,589.72 on a weekend move or \$7,695.12 weekday move, said scheduled date(s) will be determined upon the completion of all renovations at the New Municipal Complex.
2. This award is made available through the following account:
04-215-20-121-810
3. The Mayor and the Municipal Clerk, as necessary, are hereby authorized to execute a Contract and any related documents necessary to effectuate this award in a form substantially the same as that included in the specifications.

A motion was offered by **Committeewoman DiGiuseppe** and second by **Committeeman Clark** to adopt Resolution 2013-2-5. Motion carried on a Roll Call Vote, recorded as follows:

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

RESOLUTION 2013-2-6

RESOLUTION MEMORIALIZING AND ACCEPTING THE CHANGE ORDERS FOR THE CONSTRUCTION/RENOVATION OF THE NEW TOWNSHIP MUNICIPAL COMPLEX AT THE NEW MILLENNIUM BUILDING IN THE TOWNSHIP OF MANSFIELD

WHEREAS, the Township of Mansfield has met with Remington & Vernick Engineers and in regard to change orders that are necessary at the Millennium Building; and

WHEREAS, the change orders are a result of unforeseen circumstances which will lead to additional expenses, and

WHEREAS, the following change orders are necessary to the contract as follows:

- #44. Elim. CAT5e Cable: \$3,545.00 (credit)
- #45 FRP in Janitor's Closet: \$595.64
- #46 Plywood in Electric Room: \$249.00
- #47 Electric Modifications: \$627.00
- #48 Outlets for CCTV: \$1,203.84
- #49 Labor for Lights: \$300.00 (credit)
- #50 Acoustical Ceilings Tile Closet D104: \$300.96

NOW, THEREFORE BE IT RESOLVED that the Township of Mansfield, County of Burlington, State of New Jersey authorizes the above listed change orders with the following stipulation:

The Township believes that the aforementioned change orders are to be considered the Township's responsibility.

Deputy Mayor Higgins explained the seven change orders. Each of the following are change orders. It has nothing to do with the contract contingency.

#44. **Deputy Mayor Higgins** said that we entered into an agreement with Networks Plus to do the wiring. As a result, our electrician gave us a credit for \$3,545.00.

#45. This is for a water resistant board behind the sink in the Janitor's Closet: \$595.64

#46 A piece of plywood is needed for telephone equipment: \$249.00

#47 Small electrical modifications to move some outlets around: \$627.00

#48 Outlets were needed for monitors \$1,203.84

#49 Proposed lights were found not to be necessary. Therefore there is a credit in the amount of \$300.00

#50 Acoustical ceilings were needed in a tile closet: \$300.96

With two credits and five additions, there is an overall credit. **Deputy Mayor** asked that this resolution be approved so the work can be completed. He felt the main part of the service area should be finished by the end of this month. The Court area should be finished by between the middle and the end of March. Hopefully the move will take place the end of March to the beginning of April.

A motion was offered by **Deputy Mayor Higgins** and second by **Committeeman Gable** to adopt Resolution 2013-2-6. Motion carried on a Roll Call Vote, recorded as follows:

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

ORDINANCE 2013-1

AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF BURLINGTON, STATE OF NEW JERSEY AMENDING THE CODE OF THE TOWNSHIP CHAPTER 42 – “SALARIES”
BE IT ORDAINED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey that:

SECTION 1:

Chapter 42 of the Code of the Township of Mansfield is hereby amended to set Titles and Salary Ranges for various positions within the Township of Mansfield for the year 2013:

TOWNSHIP COMMITTEE:

Mayor	\$ 3,000.00 - \$ 6,500.00
Township Committee Members	\$ 3,000.00 - \$ 6,000.00
Board of Health Members	\$ 180.00 - \$ 350.00

MUNICIPAL CLERK/ADMINISTRATOR OFFICE:

Municipal Clerk (Certified)	\$ 40,000.00 - \$ 70,000.00
Deputy Clerk (hourly)	\$ 14.00 - \$ 25.00
Township Office Assistant (hourly)	\$ 14.00 - \$ 25.00
Administrative Liaison to Township Committee	5,000.00

FINANCE:

Chief Financial Officer	\$ 30,000.00 - \$ 70,000.00
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Deputy Treasurer/Payroll Benefits Coordinator	\$ 37,500.00 - \$ 47,000.00
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Purchasing Assistant	\$ 7,000.00 - \$12,000.00
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Tax Collector	\$ 30,000.00 - \$ 52,000.00
Assistant Tax Collector (hourly)	\$ 12.00 - \$ 19.00
Tax Assessor	\$ 30,000.00 - \$ 52,000.00

CONSTRUCTION:

Construction Official	\$ 20,000.00 - \$ 37,000.00
Sub-Code Official: (Bldg., Elec., Fire, Plbg.)	\$ 12,000.00 - \$ 25,000.00
Inspectors: (Bldg., Elec., Fire, Plbg.) (hourly)	\$ 25.00 - \$ 37.00
Zoning Administrative Officer	\$ 3,000.00 - \$ 10,000.00

Technical Asst. to Construction Official (hourly)	\$ 12.00 - \$ 23.00
Construction Office Assistant (hourly)	\$ 8.00 - \$ 15.00

UNIFORM FIRE CODE/PROPERTY MAINTENANCE OFFICE:

Fire Official (Unif. Fire Code) P/T	\$ 10,000.00 - \$ 15,000.00
Fire Prevention Inspectors P/T (hourly)	\$ 10.50 - \$ 15.00
Property Maintenance Officer P/T	\$ 1,000.00 - \$ 2,000.00
Emergency Management Coordinator	\$ 1,000.00 - \$ 3,500.00

LAND USE OFFICE:

Land Use Coordinator (hourly/part-time)	\$20.00 - \$ 25.00
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PUBLIC WORKS:

Township Superintendent (hourly)	\$ 23.00 - \$ 35.00
Public Works Working Supervisor (annually)	\$ 1,500.00
Administrative Assistant to Superintendent and Public Works Working Supervisor (part-time)	\$1,000.00 - \$5,000.00

(salary based on current bargaining unit contract)

Buildings & Grounds Laborer (hourly)	\$ 10.00 - \$ 25.00
Buildings & Grounds Seasonal (hourly)	\$ 8.00 - \$ 15.00
Sanitation/Recycling Laborer (hourly)	\$ 10.00 - \$ 22.00

RECREATION:

Recreation Coordinator and Secretary (Part-time) \$ 5,000.00 - \$10,000.00

HEALTH/ENVIRONMENTAL RELATED OFFICES:

Recycling Coordinator \$ 1,200.00 - \$ 2,000.00
Dog Census Personnel (hourly) \$ 8.00 - \$ 15.00
Rabies Clinic Personnel (a day) \$ 50.00 - \$ 75.00

SAFETY:

Director – Emergency Management Serv. \$ 1,000.00 - \$ 3,500.00

POLICE DEPARTMENT:

Chief of Police \$ 87,000.00 - \$ 100,000.00
Lieutenant \$ 80,000.00 - \$ 92,000.00
Police Officer (P/T) (hourly) \$ 10.00 - \$ 21.00
Senior Police Records Clerk (hourly) \$ 10.00 - \$ 25.00
Police Secretary (hourly) \$ 10.00 - \$ 20.00
Court Security Guard (hourly) \$ 15.00 - \$ 20.00
Police Officer (*salary based on current bargaining unit contract*)

MUNICIPAL COURT:

Municipal Judge \$ 15,000.00 - \$ 42,000.00
Court Administrator \$ 25,000.00 - \$ 60,000.00
Deputy Court Administrator (hourly) \$ 11.00 - \$ 25.00
Violations Clerk (hourly) \$ 12.00 - \$ 22.00
Data Entry Clerk \$ 8.00 - \$ 16.00

SECTION 2:

The aforementioned Salaries and Position Titles shall be retroactive to January 1, 2013. The Township Committee reserves the right to pay a Salary to any new employee at any figure within the Salary Range, not necessarily the highest figure of said Salary Range.

The adoption of this Ordinance shall operate to provide increments only to those employees who have performed satisfactorily the duties of their positions.

This Ordinance shall take effect immediately after final passage according to law.

SECTION 3:

The Mansfield Township Committee hereby repeals Ordinances 2000-4, 2001-3, 2002-7, 2003-14, 2005-27, 2007-29, 2008-30, 2010-13 and declares that all Ordinances and parts of Ordinance inconsistent with this Ordinance are hereby repealed to the extent of said inconsistency.

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.

A motion was offered by **Committeewoman DiGiuseppe** and second by **Committeeman Clark** to introduce Ordinance 3013-1. The public hearing will be held on February 27, 2013 at 7:30PM. Motion carried.

ORDINANCE 2013-2

AN ORDINANCE TO AMEND CHAPTER 33B OF THE CODE OF THE TOWNSHIP OF MANSFIELD TO PROHIBIT THE DRIVING, HITTING OR THROWING OF GOLF BALLS IN ALL PARKS AND RECREATIONAL AREAS THROUGHOUT THE TOWNSHIP OF MANSFIELD, COUNTY OF BURLINGTON, STATE OF NEW JERSEY

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

WHEREAS, the Township of Mansfield wishes to protect and promote the health, safety, and welfare of the residents and other persons utilizing the Township's parks and recreation areas; and

WHEREAS, the Township wishes to protect and prevent injury or damage to the Township's property and the property of persons utilizing the Township's parks and recreation areas; and

WHEREAS, there has been increase in the number of persons utilizing the Township's parks and recreations areas for golf purposes; and

WHEREAS, this use has caused and will continue to cause damage to property located in the parks and recreation areas and/or injury to persons utilizing the parks and recreation areas; and

WHEREAS, preventing further damage or injury requires amending and supplementing the Township Code to preclude golfing in the Township's parks and recreation areas.

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

Chapter 33B is hereby amended prohibiting the driving, hitting, or throwing of golf balls in all parks and recreational areas throughout the Township of Mansfield, County of Burlington, State of New Jersey.

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.

A motion was offered by **Deputy Mayor Higgins** and second by **Committeeman Gable** to introduce Ordinance 2013-2. The public hearing will be held on February 27, 2013 at 7:30 PM. Motion carried.

BILL LIST

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

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

MINUTES: January 23, 2013

A motion was offered by **Committeewoman DiGiuseppe** and second by **Committeeman Clark** to approve the minutes of the January 23, 2013 meeting. Motion carried on a Roll Call Vote, recorded as follows:

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

DISCUSSION/ACTION

a, Project Medicine Drop

Committeewoman DiGiuseppe said this is a program that is being encouraged by the State Attorney General's Office. She has been working with the Police Chief. In order for the township to have this program operating in Mansfield Township, the Police Department has to be eligible. **Chief Mulhall** has made all of the contacts with the Attorney General's Office and the Division of Consumer Affairs and has prepared the paper work. We are in the process of getting it initiated. We will have to order a secured box which resembles a mail box. The box will be placed in the Police station and will be available 24/7 for all the residents to drop off their prescription drugs. This is a mechanism so that prescription drugs don't get into the hands of the wrong people. It will also keep drugs out of the water system which can have a serious effect on animals. The box will not be available until September or October.

b. EPL/EOP (deductible) Attorney Magee said he received a spread sheet from Tim Irons that indicated that, if we want to reduce our deductible and co-insurance, there were difference increases in premiums. He asked whether the Township wants to consider this. **CFO Monzo** explained that the current policy is for public officials liability and employment practices liability and there are hardly any claims at all. Although there are six different options to change the deductible and co-insurance, he felt that we should remain as it is now. He noted that there have been no claims since we became a part of JIF. A motion was offered by **Committeeman Gable** and second by **Committeewoman DiGiuseppe** to keep the same coverage as we have now. Motion carried on a Roll Call Vote, recorded as follows:

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

c. Red Light – Route 206.

Committeeman Gable said that, for quite a few years, we have been discussing a red light at the facility on Route 206 with the State. Although they did a study about 4

years ago, they said it did not warrant a red light at that time. However, they would reconsider it once the building is occupied with more of our facilities. The State did say they would entertain a fire emergency light which would be a yellow flasher which would turn red when the fire trucks are exiting the facility. Before they did any additional studies or before they would commit to a light at the facility, the State would need, from the Township Committee, a letter of intent that we would cover 25% of the cost of the installation. This would be our requirement. If we want any more studies or if we want an emergency services light, we need to send a letter. **Deputy Mayor Higgins** questioned a time frame if we give them a go ahead. **Committeeman Gable** said that with the number of employees and the projects in front of us, it might be a long time. **Committeewoman DiGiuseppe** asked if there would be a cost for the study. She was told no. A motion was offered by **Committeeman Gable** and second by **Committeeman Clark** to send the letter. Motion carried on a Roll Call Vote, recorded as follows:

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

**d. Application for the use of Mansfield Indoor Training Facility
 Northern Burlington Soccer Club, Contact Person, David Grupp
 Dates to be scheduled with Recreation Committee approved by Mt Rec.**

The applicant has complied with the insurance issues and the approval of the Recreation Committee. **Deputy Mayor Higgins** questioned whether we charge fees and, if so, we would want them to be used to pay the operation of the facility. He said the current dedication by rider that we now have specifically excludes using the funds for the operation of the facility. **CFO Monzo** added that the trust fund now is for program costs only. **Deputy Mayor Higgins** felt we should apply to the State of New Jersey requesting separate Chapter 159 and explained that we want to charge fees for the use of the facility and use the cost to operate and maintain the facility. **CFO Monzo** said he will prepare a resolution for the next meeting.

**e. Application for the use of Mansfield Indoor Training Facility
 CTAA – Chesterfield Twp. Recreation – contact person, Ralph Wenner
 Dates to be scheduled with Recreation Committee – approved by MT Rec.**

They have complied with the insurance and have approval through recreation.

A motion was offered by **Committeeman Gable** and second by **Deputy Mayor Higgins** to approve both **d** and **e** applications for the use of the facility. Motion was carried on a Roll Call Vote, recorded as follows:

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

f. Application for Special Permit for Social Affairs – Franklin Fire Co.

There is a proposed fund raiser in July with a pig roast. They want to set up a beer garden which is to be secure with no children permitted. **Committeewoman DiGiuseppe** questioned whether we are covered as a township. **Clerk Semus** said we are covered for liability. A motion was offered by **Deputy Mayor Higgins** and second by **Committeewoman DiGiuseppe** to approve this application. Motion carried on a Roll Call Vote, recorded as follows:

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

g. Columbus Potential Redevelopment Parcels

Attorney Magee said he met with Ed Fox and Mark Remsa from the Burlington County Bridge Commission when discussing the TDR. In the course of conversation, they offered to provide us with some information regarding redevelopment/rehabilitation. An e’mail was sent listing some properties that may or may not qualify. They have some questions for us. **Attorney Magee** will be working with them and then report back to the

Committee to see if it is something they want to pursue, most specifically in the area we are going to be vacating.

h. Application for membership to the Franklin Fire Company

This is a regular membership application for Joshua E. Jones. A motion was offered by **Committeeman Clark** and second by **Deputy Mayor Higgins** to accept the application . Motion carried.

i. Franklin Fire Company Woman's Auxiliary

Clerk Semus said the Woman's Auxiliary for the Fire Company has just reorganized and would like to use the Public Works Garage on Easter weekend to enable people to pick up Easter Flowers that they have ordered. A motion was offered by **Committeewoman DiGiuseppe** and second by **Committeeman Clark** to grant this approval. Motion carried.

j. Commercial/Sewer/Water – Mansfield Road West and Route 206.

Attorney Magee said a couple of developers who own property along Route 206 wants to know if there was any interest in amending the 208 plan to provide sewer there. They were told that our recently 208 plan is being appealed. In addition, the Mayor and Deputy Mayor could not speak for the Committee in terms of whether they thought this was a good idea. Therefore, it will be put off for discussion of the full Committee. The developers would like to have sewer to the Imperial Motel. **Engineer Staszewski** said it was the applicant's responsibility to initiate the process but, since the plan is county wide, they would have to apply to the county first. **Attorney Magee** recommended doing nothing until our appeal is decided. Once this happens, the Committee can decide whether to let the land owner know whether this is something they want to support. This is being put on hold for now.

PUBLIC COMMENT

Spence Seibert, 24 Locust Avenue, said the youth has been trying to get a skate park in Columbus because they have been threatened by people wherever they go. He felt it would be safer and they would have more fun with their scooters, skateboards and bikes. They had a signed petition from the General Store. He asked if the Committee will build a skate park.

Mayor Puglia felt he and his friends should go to the Recreation Committee for their input.

Stacy (Spencer's Mother) said the boys do get backlash wherever they go. **Mayor Puglia** felt people are concerned over liability. Stacy said a lot of the boys are interested in this type of recreation. They do use the school parking lot and tennis courts. Stacy noted that they would do fund raisers to help pay for any cost involved.

Committeewoman DiGiuseppe agreed with the Mayor inasmuch as they should approach the Recreation Committee.

With no further questions or comments, the public comment portion was closed.

MAYOR AND COMMITTEE COMMENTS

Committeewoman DiGiuseppe referred to the project medicine drop. She said there are 34 participants in NJ and only 2 in Burlington, this making us the third. She thanked all for coming.

Deputy Mayor Higgins referred to the American Civil Liberties Union that questioned all the Police Departments through the state of New Jersey. Our township was one of the 10 in Burlington County that got all of the questions, right. He complimented the Police Department as they gave citizens property advice if they had a complaint about an officer.

Committeeman Gable thanked all for attending the meeting.

Committeeman Clark questioned clarity on the meetings held at the Millennium. **Deputy Mayor Higgins** said a request had been made a couple of months ago in regarding the traffic, parking facilities, and engineering for the road as well as the basic design for the public works and police department. He felt the conceptual plan was to be presented tonight but this was not possible because of the virus in the Engineer's system. **Deputy Mayor Higgins** felt we should get moving on this. We were hoping to go out to bid prior to the construction being completed at the facility. That isn't going to happen. He was concerned with the condition of the lot and the egress of the facility and providing enough parking for court. **Engineer Staszewski** added that some of this was put on hold until the grant was received. **Deputy Mayor Higgins** thought we could get the agreement done, go out to bid and hold it for 60 days. By then we would have an answer about the grant. **Mayor Puglia** felt there should be a site visit to determine whether we need a curb, ditches, etc. The intent of the meeting tomorrow is to focus on the concept of the parking lot, public works yard and police area.

MOTION FOR ADJOURNMENT

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

PREPARED BY:

RESPECTFULLY SUBMITTED BY:

Barbara A. Crammer
Deputy Clerk

Linda Semus, RMC
Municipal Clerk

Approved: March 14, 2013