

**TOWNSHIP OF MANSFIELD
BURLINGTON COUNTY
MEETING MINUTES
May 22, 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, Deputy Mayor Robert Higgins, Committeeman Alfred Clark, Committeewoman Janice DiGiuseppe, Committeeman Sean Gable, 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 2013-5-2

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: contract negotiations, potential litigation, 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, Fred Clark, Committeeman Sean Gable, Engineer Tim Staszewski, Engineer Len Faiola, Attorney Michael Magee, Clerk Linda Semus, and Deputy Clerk Barbara Crammer.**

A motion was offered by **Committeeman Gable** and second by **Committeewoman DiGiuseppe** to come out of executive session. Motion carried with an abstention from **Deputy Mayor Higgins.**

Attorney Magee explained that matters discussed in executive session were contract negotiations, potential litigation, and personnel issues..

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

PROCLAMATION

The following proclamation was ready by **Committeewoman DiGiuseppe.**

EMERGENCY MEDICAL SERVICES

PROCLAMATION

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of Mansfield Township Ambulance Corps. are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the emergency medical services system consists of emergency physicians, emergency nurses, emergency medical technicians, paramedics, educators, administrators and others; and

WHEREAS, the members of emergency medical services teams engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, the emergency medical services provider of the Township of Mansfield, was recognized with the award of "Outstanding EMS Call" on May 20, 2013 at the annual New Jersey EMS awards Banquet for their actions in response to a tragic school bus crash on February 16, 2012; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of the Mansfield Township Ambulance Corps. by designating Emergency Medical Services Week; now

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey in recognition of this event do hereby proclaim the week of May 19-25, 2013, as

EMERGENCY MEDICAL SERVICES WEEK

With the theme, "EMS: One Mission One Team," They encourage the community to observe this week with appropriate programs, ceremonies and activities.

Given under their hand and seal of the Township of Mansfield this 22nd day of May, 2013.

Mayor Puglia asked the members of the Ambulance Squad to stand to be recognized. They were acknowledged by a round of applause. **Mayor Puglia** thanked them for their service and expressed appreciation for all they do for the township. **Ryan_Lewis** accepted the proclamation and thanked the Committee for recognizing the Ambulance Squad. He noted an experience at a recent state wide meeting where the outstanding EMS call by those involved at the Chesterfield bus accident. They also met one of the children who were severely injured. He felt this was a great experience for all who were involved. He said they have members of the squad recognized all year by patients for great service. He said they do appreciate the acknowledgement of the Township.

DISCUSSION: Burlington County Board of Health

Kurt Hendricks from the Burlington County Board of Health was in attendance. He explained the conditions of the septic systems in the village. One of the main problems is that the lots are very small. In the septic code, there are allowances when you can't come up to standard which is quite often the case in the village. They do systems that will work. However, many actually seal the back yard due to their size as far as encroachments on the disposal field, including no sheds, pools, and certain play ground apparatus. Sometimes there are problems getting the components of the system in to the back yard. This lends to the fact that a public sewer system would be a great benefit to the residents themselves. As of April, 2012, you can't transfer a property with a cesspool. If you have an older home with a cesspool that seemingly functions well, by code, you have to replace it with a new septic system. With smaller lots, this can be a large problem. There are also often time problems with distance as you are required to have 50 feet between septic fields. Again, in the village, this is next to impossible. Mr. Hendricks noted that one property in particular has put in 4 systems within the past 7 years. They are small systems and continually have problems. He noted businesses where there are added expenses for new systems followed by continued problems.

Deputy Mayor Higgins asked that, if we are looking for any economic development in town, we can't use septic systems any more. We really need sewers down town. Mr. Hendricks said this would be a great boom for our tax base. A lot of property could be developed for commercial use which would help the residents for taxes. **Deputy Mayor Higgins** asked if sewer systems increase the value of properties. Mr. Hendricks said, from a land use standpoint, yes. **Deputy Mayor Higgins** said he

asked the County to attend the meeting because he needed more clarification. He said he appreciated Mr. Hendrick's attendance and thanked him for attending.

ENGINEER'S REPORT

Engineer Tim Staszewski said the conceptual floor plan for the Police and Public Works Department has been provided to the Committee. He would like any comments or changes directed to him. Also the concept site plan for the municipal complex was provided. If there are any comments or the need to meet individually, he is available. **Engineer Staszewski** noted that the Township did not receive DOT funding for the access road because of the competition within the County. We received funding last year but not this year.

Engineer Staszewski spoke to the Turnpike today regarding Mill Lane and Mansfield Road West. Since the contractor has the paving crew on the Parkway, they are anticipating that project to be complete within three weeks after which they will move to Mill Lane and Mansfield Road West. **Mayor Puglia** said he spoke to them yesterday and they will be here the first week of July. If this should change, they will contact us.

Engineer Staszewski said he spoke with the in-house engineer regarding the tree replacement. There is another 8 acres that the turnpike needs to plant trees. They have no objection to plant along the turnpike right-away by Columbus Road where Homestead is. He is waiting for a plan from the Turnpike Authority about exactly where the trees will be. **Mayor Puglia** questioned whether this would be in our next round. **Engineer Staszewski** explained that there is a round that the township has and there is another round that the township has in addition to a round the turnpike has to do themselves. Depending on which round comes first, we may be able to plant our trees in that area to expedite the buffer. **Mayor Puglia** said they are going to plant about 20 trees around this building. The design was completed by the County.

A motion was offered by **Committeeman Gable** and second by **Committeewoman DiGiuseppe** to accept the Engineer's Report.

FINANCE

CFO Monzo explained that the following Ordinance 2013-4 was an ordinance that we were asked to do by the Burlington County Bridge Commission. In 2003, we did a financing with them. They are looking to refinance the debt that they issued on the obligation. They need all the member towns that were part of the financing to pass this ordinance so they can go to the Local Finance Board for approval. We will save about \$50,000 in debt service if they get the refinancing.

ORDINANCE 2013-4

ORDINANCE OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF BURLINGTON, NEW JERSEY AUTHORIZING THE EXECUTION OF AN AMENDMENT TO THE LEASE AGREEMENTS BY AND BETWEEN THE TOWNSHIP AND THE BURLINGTON COUNTY BRIDGE COMMISSION IN CONNECTION WITH THE REFINANCING OF CERTAIN BONDS OF THE COMMISSION PREVIOUSLY ISSUED TO FINANCE A PROJECT FOR THE TOWNSHIP UNDER THE COMMISSION'S 2003 GOVERNMENTAL LEASING PROGRAM

WHEREAS, the Burlington County Bridge Commission (the "Commission") has been duly created by resolution of the Board of Chosen Freeholders of the County of Burlington, New Jersey (the "County"), duly adopted October 22, 1948, as a public body corporate and politic of the State of New Jersey (the "State") pursuant to the Self-Liquidating Bridges Act, constituting Chapter 17 of the Pamphlet Laws of 1934, of the State of New Jersey and the acts amendatory thereof and supplemental thereto (the "Act"); and

WHEREAS, pursuant to the terms of the Act, the Commission is authorized to provide within the County public facilities for use by the State, the County or any municipality in the County, or any subdivisions, departments, agencies or instrumentalities of any of the foregoing, for any of their respective governmental purposes; and

WHEREAS, the Township of Mansfield, in the County of Burlington, New Jersey (the "Township") participated in the Commission's 2003 Governmental Leasing Program in order to finance and/or refinance the cost of acquisition and/or construction of certain equipment and/or improvements

(collectively, the "Project"), which Project was leased by the Commission to the Township pursuant to the terms of an Equipment Lease and Agreement dated as of May 1, 2003 (the "Equipment Lease Agreement") and an Improvement Lease and Agreement dated as of May 1, 2003 (the "Improvement Lease Agreement" and, together with the Equipment Lease Agreement, the "Lease Agreements"); and

WHEREAS, the Commission financed the Project through the issuance of its County-Guaranteed Lease Revenue Bonds (2003 Governmental Leasing Program), Series 2003 (the "Series 2003 Bonds"); and

WHEREAS, the Lease Agreements provide, among other things, for the Township to make Rental Payments to the Commission in an amount equal to the debt service to be paid by the Commission with respect to Bonds issued on behalf of the Township to finance the Project; and

WHEREAS, the Commission has determined to proceed with the refinancing of a portion of the Series 2003 Bonds and the Township's Rental Payments due under the Improvement Lease Agreement through the issuance of the Commission's County-Guaranteed Lease Revenue Refunding Bonds (Governmental Leasing Program), Series 2013 (the "Series 2013 Bonds"); and

WHEREAS, in connection with the issuance of the Series 2013 Bonds and the refinancing of the Township's Rental Payments it is necessary to amend the Lease Agreements; and

WHEREAS, the Township now desires to approve the First Amendments to the Lease Agreements, and to authorize the execution and delivery of the First Amendments to the Lease Agreements.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF BURLINGTON, NEW JERSEY (not less than two-thirds of the full membership thereof affirmatively concurring), as follows:

Section 1. The First Amendment to the Improvement Lease Agreement ("First Amendment" ("First Amendment to the Improvement Lease")), in substantially the form presented at this meeting and which is on file in the office of the Municipal Clerk and which by this reference is made a part hereof (with such changes as may be required and as shall have been approved by the Mayor) is hereby approved.

Section 2. The First Amendment to the Equipment Lease Agreement ("First Amendment to the Equipment Lease" and together with the First Amendment to the Improvement Lease, the "First Amendments"), in substantially the form presented at this meeting and which is on file in the office of the Municipal Clerk and which by this reference is made a part hereof (with such changes as may be required and as shall have been approved by the Mayor) is hereby approved.

Section 3. The Mayor and the Township Administrator (the "Authorized Officers") are each hereby authorized to execute the First Amendments on behalf of the Township, and the Municipal Clerk is hereby authorized to attest the validity of such signature. The execution of the First Amendments by the Authorized Officers shall evidence the Township's approval of the terms thereof and no further action therefore shall be required.

Section 4. The Authorized Officers are hereby further authorized and directed, to the extent necessary, to enter into, execute and deliver in the name of the Township and on its behalf a continuing disclosure agreement to provide for the dissemination of secondary market disclosure in compliance with the provisions of Rule 15c2-12 promulgated by the United States Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934, as amended and supplemented.

Section 5. The proper officers of the Township are hereby authorized and directed to take all such actions as may be necessary to effect the execution and delivery of the First Amendments, including but not limited to execution and delivery, for and on behalf of the Township, of any and all instruments, opinions, affidavits, certificates, documents, Internal Revenue Service forms or other papers, and to do and to perform or cause to be done any and all acts as they may deem necessary or appropriate in order to implement the execution and delivery of the First Amendments and the matters herein.

Section 6. This ordinance shall take effect at the time and in the manner provided by applicable 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**. **Committeewoman DiGiuseppe** questioned the source of the ordinance. **CFO Monzo** said it was the ordinance from the Bond Counsel from the Burlington County Bridge Commission. She referred to Section 3 referral to a Township Administrator which we no longer have. **CFO Monzo** felt this was irrelevant. The motion was 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

CFO Monzo explained that the next ordinance, Ordinance 2013-5, is an ordinance to correct a mistake he made in 2012. He said that, when we adopted Ordinance 2012-11 last year, for supplemental funding for the new municipal building, he was required to file a Supplemental Debt Statement with the Clerk and the Division of Local Government Services. He forgot to do it. The auditors found this at the end of the year. In order to ever borrow in this, he has to file it with the State. Therefore, we are actually confirming and re-adopting 2012-11 by having a first reading and public hearing on June 26th. **CFO Monzo** will check on how this is to be filed.

A motion was offered by **Deputy Mayor Higgins** and second by **Committeewoman DiGiuseppe** to introduce Ordinance 2013-5. Motion carried on a Roll Call Vote, recorded as follows:

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

BILL LIST

Deputy Mayor Higgins made a motion to amend the bill list. This was second by **Committeeman Gable** and carried.

Deputy Mayor Higgins amended purchase order number 12016 since there is a provision for collection of sales tax. He felt we should contact the vendor with our Tax ID number and eliminate the sales tax. **CFO Monzo** said he would void the check and issue another with the amount of money less the sales tax. **CFO Monzo** asked that the bill list be amend the bill list to include a payment to SMB Paving for the work done on the municipal building lot in the amount of \$5,400.

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

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

A motion was offered by **Deputy Mayor Higgins** and second by **Committeeman Clark** to pay the bills. Motion carried on a Roll Call Vote, recorded as follows:

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

MINUTES

April 24, 2013 and May 3, 2013

A motion was offered by **Deputy Mayor Higgins** and second by **Committeeman Clark** to approve the minutes of April 24, 2013 meeting. Motion carried on a Roll Call Vote, recorded as follows:

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

A motion was offered by **Deputy Mayor Higgins** and second by **Committeeman Gable** to approve the Minutes of the May 3, 2013 meeting. A Roll Call Vote was recorded as follows.

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

REPORTS: Clerk, Court, Construction, Tax, Finance

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

RESOLUTION

RESOLUTION 2013-5-3

**A RESOLUTION AUTHORIZING THE TREASURER'S OFFICE
TO CANCEL OUTSTANDING CHECKS**

WHEREAS, the Township of Mansfield has a Payroll Trust account, and
WHEREAS, in this account there are a number of checks, totaling \$ 2,470.27 which have been outstanding for varying amounts of time, and said checks can no longer be cashed, and;
WHEREAS, it is the desire of the Township Council of the Township of Mansfield, County of Burlington, State of New Jersey that said outstanding checks be canceled.

NOW, THEREFORE BE IT RESOLVED on this 22nd day of May, 2013, by the Township Council of the Township of Mansfield, County of Burlington, State of New Jersey, that the Township Treasurer is hereby authorized to cancel the checks as listed below in the amounts specified.

11447	753.28
14688	61.83
15615	2.57
15792	74.25
16200	73.42
16740	304.31
16804	508.76
17392	643.11
17571	<u>48.74</u>
	2,470.27

CFO Monzo explained that we have some outstanding payroll checks that, since have been replaced, but are still carried on our books as outstanding obligations. The checks couldn't be cashed now because of the time frame. The checks will be cancelled and the money put back into the township surplus.

A motion was offered by **Deputy Mayor Higgins** and second by **Committeewoman DiGiuseppe** to approve Resolution Number 2013-5-3. Motion carried on a Roll Call Vote, recorded as follows:

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

RESOLUTION 2013-5- 4

RESOLUTION AUTHORIZING MANSFIELD TOWNSHIP, BURLINGTON COUNTY, STATE OF NEW JERSEY TO ENTER INTO A SHARED SERVICES AGREEMENT FOR THE "BURLINGTON COUNTY ROUTE 130 TASK FORCE" PROGRAM

WHEREAS, the Townships of Bordentown, Cinnaminson, Delran, Riverside, Florence, Delanco, Edgewater Park, Mansfield, Willingboro and North Hanover; the Cities of Bordentown and Burlington and the Borough of Palmyra are neighboring municipalities within the County of Burlington with the Route 130 Corridor running through or adjacent to each; and

WHEREAS, the Police Departments of the Municipalities intersected by Route 130 provide patrols in their respective municipalities; and

WHEREAS, the municipalities often rely upon each other for additional officers to provide such services; and

WHEREAS, the above-named municipalities are participating in the Burlington County Route 130 Task Force Program; and

WHEREAS, the Burlington County Sheriff's Department will be administering a grant from the New Jersey Division of Highway Traffic Safety which will provide reimbursement for approved traffic enforcement details along the Route 130 Corridor; and

WHEREAS, the above-referenced Municipalities wish to enter into a Shared Services Agreement to utilize police to enforce motor vehicle statutes, criminal statutes and local ordinances in the municipalities and to allow each of the above-referenced municipalities to cross jurisdictional lines in order to enforce said statutes and ordinances; and

WHEREAS, the attached Shared Services Agreement has been found to be acceptable by the Mansfield Township Committee; and

WHEREAS, the attached Shared Services Agreement is authorized by the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq.;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, that the Mayor and the Township Clerk are hereby authorized to execute the attached Shared Services Agreement with the Townships of Bordentown, Cinnaminson, Delran, Riverside, Florence, Delanco, Edgewater Park, Mansfield, Willingboro and North Hanover; the Cities of Bordentown and Burlington, the Borough of Palmyra and the County of Burlington; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Chief Financial Officers and the Municipal Clerk of the other Municipalities and to the County of Burlington.

A motion was offered by **Deputy Mayor Higgins** and second by **Committeeman Clark** to adopt Resolution 2013-5-4. Motion carried on a Roll Call Vote, recorded as follows:

AYE: HIGGINS, CLARK, GABLE, DIGIUSEPPE, PUGLIA

NAY: NONE ABSTAIN: NONE ABSENT: NONE

RESOLUTION 2013-5-5

RESOLUTION AUTHORIZING THE SERVICES OF JOHN SCILLIA, PE, OF GSE CIVIL & ENVIRONMENTAL ENGINEERS IN CONNECTION WITH THE PREPARATION OF A RFP FOR THE DESIGN/CONSTRUCTION OF A WASTE WATER TREATMENT FACILITY ON THE REED FARM IN MANSFIELD TOWNSHIP

WHEREAS, there currently exists a need by the Township of Mansfield to hire an engineer to provide services in connection with the proposed Wastewater Treatment Facility, and

WHEREAS, John Scillia, PE, of GSE Civil & Environmental Engineers has prepared a Request for Proposal (RFP) in connection with Mansfield Township’s need for design/construction services for the proposed wastewater treatment facility; and

WHEREAS, the Burlington County Bridge Commission has agreed to pay for all services provided by John Scillia, PE, of GSE Civil & Environmental Engineers, and

WHEREAS, Mansfield Township has accepted The Burlington County Bridge Commission’s offer to pay for the preparation of the RFP, and

Whereas, Mansfield Township has agreed to provide John Scillia, PE with any information it has in connection with the preparation of the RFP.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey that John Scillia, PE, is hereby authorized to proceed with the preparation of a RFP in connection with the Wastewater Treatment Facility to be built in Mansfield Township.

Committeewoman DiGiuseppe asked whether we have in writing that the Bridge Commission is going to be paying for this service. **Deputy Mayor Higgins** explained that the County is paying for the service and, in addition to preparing a Request for Proposal, they are also preparing potential grant work to get grants from the DEP.

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

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

RESOLUTION 2013-5-6

A RESOLUTION APPROVING PARTICIPATION WITH THE STATE OF NEW JERSEY IN A SAFE AND SECURE COMMUNITIES PROGRAM FOR THE YEAR 2013 ADMINISTERED BY THE DIVISION OF CRIMINAL JUSTICE, DEPARTMENT OF LAW AND PUBLIC SAFETY

WHEREAS, the Township Committee of the Township of Mansfield wishes to apply for a project under the Safe and Secure Communities Program for the year 2013, and

WHEREAS, the Township Committee of the Township of Mansfield has reviewed the application and has approved said request, and

WHEREAS, the project is a joint effort between the Department of Law and Public Safety and the Applicant Unit of Government, for the purpose described in the application;

THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield that

- 1) As a matter of public policy the Applicant’s Unit of Government wishes to participate to the fullest extent possible with the Department of Law and Public Safety.
- 2) The Attorney General will receive funds on behalf of the applicant.
- 3) The Division of Criminal Justice shall be responsible for the receipt and review of the applications for said funds.
- 4) The Division of Criminal Justice shall initiate allocations to the applicant as authorized by law.

A motion was offered by **Committeewoman DiGiuseppe** and second by **Committeeman Gable** to adopt Resolution 2013-5-6. Motion carried on a Roll Call Vote, recorded as follows:

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

RESOLUTION 2013-5-7

RESOLUTION AWARDING CONTRACT FOR PURCHASE OF A POLICE VEHICLE

WHEREAS, the Township of Mansfield desires to purchase a new police vehicle through State Contract, which exceeds the prevailing bid threshold:

WHEREAS, a proposal submitted under the Cranford Police Cooperative Pricing System (ID#47-CPCPS) was received and complies with the Mansfield Township Police Department's specifications:

VENDOR: Mall Chevrolet
75 Haddonfield Road
Cherry Hill, NJ 08002

ITEM: 2013 Chevrolet Tahoe

COST: \$45,496.84

WHEREAS, the Chief Financial Officer, Joseph P. Monzo, has determined that sufficient funds are available to purchase the police vehicle.

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

1. The Township Committee hereby awards a Contract to Mall Chevrolet for the provision of a 2013 Chevrolet Tahoe in accordance with Township specifications and their proposal in the amount of \$45,496.84.
2. The Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey does hereby authorize the Mayor and Township Clerk to execute a Contract with the Mall Chevrolet to purchase the specified items under State Contract.
3. This award is made available through the following accounts: 01 286 55 007 and 01 201 25 240 130.

BE IT FURTHER RESOLVED that this Resolution shall be effective immediately upon adoption hereof.

A motion was offered by **Committeeman Clark** and second by **Committeeman Gable** to adopt Resolution 2013-5-7. Motion carried on a Roll Call Vote, recorded as follows:

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

Deputy Mayor Higgins made a motion to amend the following Resolution 2013-5-8. Motion second by **Committeewoman DiGiuseppe** and carried.

Attorney Magee explained that the amendment will reflect that the Senior Center is the anticipated Senior Center as opposed to existing Senior Center.

RESOLUTION 2013-5-8

RESOLUTION AUTHORIZING CHANGES ON ROUTE US 206 IN ORDER TO OPERATE A SAFER CONDITION FOR CITIZENS TO ENTER THE NEW LOCATION OF THE MANSFIELD TOWNSHIP MUNICIPAL COMPLEX AND FIRE COMPANY

WHEREAS, the Township of Mansfield has relocated its Municipal Offices and all services associated with same, including an anticipated senior center to 3135 Route US 206; and

WHEREAS, this move occurred on May 17, 2013; and

WHEREAS, as a result of said move the new Municipal Complex including the anticipated senior center will be visited by residents on a daily basis; and

WHEREAS, the portion of Route US 206 that runs through Mansfield Township, Burlington County, New Jersey, has been the scene of many accidents and near accidents; and

WHEREAS, the Township Committee is concerned about the safety of motorists, particularly their staff, their firefighters and their residents, in which 40% of their residential population are senior citizens in Mansfield Township; and

WHEREAS, the Township has contacted the New Jersey Department of Transportation asking the Department of Transportation to consider erecting a traffic control signal at their main entrance in order to create a safer condition for all concerned; and

WHEREAS, the New Jersey Department of Transportation, Bureau of Traffic Engineering will investigate, through a traffic study, to justify the imperative need for such a traffic control signal; and

WHEREAS, pursuant to NJDOT Policy 436, the Township must commit to pay 25% of all costs associated with electrical construction projects; and

WHEREAS, THE Township Committee believes that it is in the best interest of the Township and motorists to investigate and participate in the project.

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

1. The Township shall participate in the electrical construction project at this location and pay 25% of all costs associated with the electrical construction project.
2. The Mayor on behalf of the township, is authorized and directed to execute any and all documents and to take all actions to implement the Resolution, and Clerk of the Municipality is directed to attest to same.
3. This Resolution shall take effect immediately or as otherwise provided by law.

A motion was offered by **Deputy Mayor Higgins** to adopt Resolution 2013-5-8 as amended. Motion second by **Committeewoman DiGiuseppe** and carried on a Roll Call Vote, recorded as follows:

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

RESOLUTION 2013-5-9
RESOLUTION APPOINTING TEMPORARY, PART-TIME PLUMBING
SUBCODE INSPECTOR

WHEREAS, the Mansfield Township Construction Office is in need of a temporary, part-time Plumbing Subcode inspector due to the temporary absence of their Plumbing Subcode Inspector; and

WHEREAS, the Construction Code Official, Jeffrey K. Jones, recommends Mark Cannavo to assume the duties of the Plumbing Subcode Inspector until said time the regular Plumbing Subcode Inspector returns to duty; and

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey hereby appoints Mark Cannavo to the position of Plumbing Subcode Inspector, on a Temporary Part-time basis, salaried at the approved Plumbing Subcode Inspector rate with no benefits. Said appointee will remain in this position, temporarily replacing the current Plumbing Subcode Inspector John Weidenbach, until Mr. Weidenbach's return to work. Said appointment is based on Certification of Funds by the Mansfield Township CFO.

A motion was offered by **Committeeman Gable** and second by **Committeeman Clark** to adopt Resolution 2013-5-9. Motion carried on a Roll Call Vote, recorded as follows:

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

DISCUSSION

a. NJDOT Grant

This item was discussed earlier. **Mayor Puglia** said he was told we had a much better chance if it was reconstruction rather than a new road.

b. 2013 Grant Application – Municipal Park Development Program and 2012 Grant application Status

Clerk Semus explained that applications are due in shortly. A decision needs to be reached as to designation of a specific need. **Mayor Puglia** suggested applying for a Senior Citizen facility in this building. **Committeeman Gable** suggested additional work on tennis court and basketball courts. In addition, there is an open project at the Civic Club facility where it had been discussed to install bathrooms and a concession stand. The Recreation Committee suggested two additional projects. One is a sprinkler system in for the soccer/baseball field at the Civic Club. The second one is to reconstruct the outdoor batting facility at the Mansfield Community Park. **Deputy Mayor Higgins** said he had some concerns about the old building at the Civic Club. He felt we should complete one project before moving to the other. We can't pay for the demolition but we still have about \$10,000 in the old Recreation Developers Trust. He felt we should use some of that money to take care of the demolition there. He felt we should take care of that before someone gets injured. If there is any money left over, he would like to move forward with the Senior Citizens center here. **Mayor Puglia** said there had been discussion about taking the wood structure down at the Civic Club and leaving the cinder block structure up. This would give room for a concession stand and a couple of bathrooms, and storage. This would also help with the insurance issue of the abandoned building. It was the consensus to work on the Civic Club project. Any money left over would be tagged for the Senior Citizen center.

Committeewoman DiGiuseppe questioned the status of the 2012 grant. **CFO Monzo** said the bids will go out early next week. We should be able to accept them and award at the June 26th meeting.

A motion was offered by **Committeeman Gable** and second by **Committeeman Clark** to apply for the Civic Center, tearing the old building down and construct bathrooms and storage. Motion carried on a Roll Call Vote, recorded as follows:

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

c. Sanitation Privatization

Mayor Puglia said we have discussed privatizing the sanitation department. We have a lot of problems with the help. **CFO Monzo** said we are down to one employee which leads us to utilization of Labor Ready. Our Public Works Director sometimes has to go and pick these individuals up. If we look at it on an annual basis, salaries, health, social security costs, labor ready costs, clothing costs, worker compensation cost, and pension savings, it is close to \$200,000 a year on an annual basis to run the operation. This is personnel costs, not counting fuel, down payment for a new truck, repairs, etc. Based on the bid Mt. Holly did 2 months ago and based on the number of pick-ups we have in town, our costs will be about \$190,000. In costs, it is an actual savings. **CFO Monzo** said the Committee needs to decide whether to put bid specs together to explore privatizing our trash pick-up

Mayor Puglia felt we are at a point to do it. The recycling center will be retained.

Deputy Mayor Higgins explained that we did a study two years ago. A big part of the study was that we were able to maintain our costs based on Jef Jones overseeing everything. However, there is more responsibility now and he is spending more time. The way we were cost efficient in the past is now occupying too much time and everything else is going in the wrong direction. Trash pick-up is becoming more competitive. Our equipment is getting older. It seems an opportune time to review the procedure. **CFO Monzo** noted that we were going to put out $\frac{3}{4}$ of a million dollars for a truck which we would have to pay out over 15 years creating more debt service. The complete process will take some time. He felt it wouldn't be complete until September or October. **CFO Monzo** said he could start the process in the month of June. **Committeeman Gable** noted that there will be another savings in the layout adding space for the sanitation department, thus reducing the cost of the project. **CFO Monzo** said the possibility of a State Contract had been brought up but he is not sure there is a State Contract for residential trash pick-up. If that is the case, we would need to go out for a formal bid. **Committeewoman DiGiuseppe** said she will find out about the State Contract next Monday, and if it doesn't cover us, we have to go out to bid. **Committeewoman DiGiuseppe** made a motion that, if this is not viable through the Cooperative Purchasing Program, we go out to bid. The motion was second by **Committeeman Clark** and passed on a Roll Call Vote, recorded as follows:

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

d. COAH – Affordable Housing Trust Fund Current Balance

CFO Monzo said the State is trying to make a money grab for Affordable Housing Funds and they have, once again, been stopped at the Court Level. He has filed the necessary year end paper work with respect to our cash balances. However, several years ago we changed banks from Beneficial Bank to First Constitution Bank for the majority of our banking. We had a tri-party escrow agreement with the State of NJ, COAH, the Township and the bank. This stated that, in the event COAH was permitted to, they could put their "hand" in the fund and take out any money they want to. When he filed the annual reports, he sent them copies of all the bank statements. Now, they realize they no longer have an escrow agreement with First Constitution. They had one with the bank where there is no longer an account. He has copies that will re-establish the escrow

account with our current financial institution. **CFO Monzo** said he has no plans to send them any money until some court in the State of NJ says we have to. This is an update.

e. Application for the use of Mansfield Indoor Training facility for Hounds Baseball Camp, contact person: Rick Doppler, for July 8 through July 11, 2013.

All necessary documents have been presented. The Recreation Committee has approved the application. **Committeeman Gable** made a motion to grant this application. Motion second by **Committeewoman DiGiuseppe** and carried on a Roll Call Vote, recorded as follows:

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

f. Ordinance for Hotel/Motels

Attorney Magee prepared an ordinance. He explained that he looked at a variety of ordinances at other municipalities that would address the long term stays at motels on Route 130 which has caused many police calls. Some towns have adopted ordinances that limit the period that people can stay in these facilities. This ordinance limits their stay to a certain period of time. This way, long term living arrangements for people on some type of assistance are limited. It was decided to have this on the agenda for the next meeting. Committee comments should be sent to **Attorney Magee** prior to the meeting.

PUBLIC COMMENT

Mayor Puglia opened the public comment portion. Hearing no comments, this portion of the meeting was closed.

MAYOR AND COMMITTEE COMMENTS

Committeewoman DiGiuseppe welcomed everyone to our new facility and then thanked them for coming.

Deputy Mayor Higgins explained that he has a hearing problem and his intent was to move his seat in hopes of being able to see the screen and hear them better. At the next meeting, he will probably have ear phones on.

Committeeman Gable thanked everyone for coming and welcomed them to the new facility. He invited them to check the building out and, hopefully, they will feel it is a good investment and we made good progress. He said **Deputy Mayor Higgins** put in a lot of work on this project. He put forth a lot of effort in keeping everyone in order relating to change orders by keeping everyone accountable and saving money for the taxpayers. **Committeeman Gable** thanked **Deputy Mayor Higgins** for his part in the reconstruction process.

Committeeman Clark said he was happy to hear that the State Turnpike Authority is finally going to step up to the plate and take care of Mansfield Road West. He also said he hopes everyone can hear in this room and maybe we will fill the seats up.

Mayor Puglia thanked Laverne Cholewa and Lou Wargo for the Memorial Day Service on Sunday. The speaker was very good and one of the better ones we have had. He wished all a nice Memorial Day.

CFO Monzo said that, as an employee of the township and on behalf of the employees, he thanked the Committee for getting us in to the new building and he also echoed **Committeeman Gable's** comments about the effort that **Deputy Mayor Higgins** put in with respect to keeping us an the Engineer's in line with respect to change orders and the contractors. He also personally thanked our township clerk who worked 20 hours a day in the past several months making

sure we got in here. She did a lot of work in getting time frames for the move. He thanked her on behalf of the employees for making it as smooth as it went.

Committeewoman DiGiuseppe echoed **CFO Monzo's** comments as she was in the building over the weekend and the last couple of days and did some work herself. This employee worked hard and way beyond moving boxes, cleaning desks, vacuuming rugs, etc. They are an excellent staff and she applauded them.

MOTION TO ADJOURN

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

PREPARED BY:

RESPECTFULLY SUBMITTED BY:

Barbara A. Crammer
Deputy Clerk

Linda Semus, RMC
Municipal Clerk