

**TOWNSHIP OF MANSFIELD
BURLINGTON COUNTY
MEETING MINUTES**

Special Meeting

**June 13, 2013
4:00 PM**

A special 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, and Clerk Linda Semus.** CFO Monzo was also in attendance.

Mayor Puglia called the meeting to order followed by the salute to the flag.

Clerk Semus read the following Opening Statement:

“**Adequate Notice**” has been provided for this Special Meeting and has been posted on the Official Bulletin Board of the Township of Mansfield, noticed to the Burlington County Times on June 10, 2013 and filed with the Municipal Clerk of the Township of Mansfield, notice of which contained the date, time, place, and purpose of this meeting stating that formal action may be taken on any and all subjects involving Mansfield Township, as so noted in NJSA 10:4.-8(d), Amended 1981, by including Section 10:4-18 which addresses Regular Meeting of a Public Body, which is addressed under “Annual Notice”.

RESOLUTION

RESOLUTION 2013-6-1

RESOLUTION TO AUTHORIZE THE SIGNING AND EXECUTION OF ANY REQUIRED DOCUMENTS, AGREEMENTS AND/OR AMENDMENTS THERETO WITH THE COUNTY OF BURLINGTON FOR THE APPROVED GRANT FUNDS

WHEREAS, The Burlington County Board of Chosen Freeholders has approved the Open Space, Recreation, Farmland and Historic Preservation Trust Fund (“Trust Fund”) and established a Municipal Park Development Program (“Program”) to provide grant funds in connection with municipal acquisition of lands for County park, recreation, conservation, and farmland preservation purposes, as well as for municipal public park and recreation development purposes; and

WHEREAS, The Governing Body of the Township of Mansfield desires to obtain County Municipal Park Development Program funds in the amount of \$ 250,000.00 for the Civic Park Restrooms. Municipal Funds will be committed for the demolition of the wood frame of the upper part of the existing building, leaving the base cinderblock of the building. The grant award will be used to reconstruct the upper part of the building to house the restrooms and possibly the concession area.

WHEREAS, the total costs of the project including all matching funds is estimated to be \$ 250,000.00; and

WHEREAS, the Township of Mansfield is the owner of and controls the project sites.

NOW, THEREFORE, BE IT RESOLVED BY the Township of Mansfield that:

1. **Mayor Arthur R. Puglia** is authorized to (a) make an application to the County of Burlington for Municipal Park Development Program Funds, (b) provide additional application information and furnish such documents as may be required for the Municipal Park Development program and (c) act as the municipal contact person and correspondent of the above named municipality:

2. The Township of Mansfield is committed to these projects and will provide the balance of funding necessary to complete the *program* in the form of non-county matching funds as required in the Policy and Procedures Manual for the Program; and

3. If awarded a grant by the County of Burlington under the Municipal Park development Program, the municipality will use the approved funds in accordance with the Municipal Park Development Program Policy and Procedure Manual, and applicable federal, state, and local government rules, regulations and statutes thereto; and

4. **Mayor Arthur R. Puglia and the Municipal Clerk** are hereby authorized to sign and execute any required documents, agreements and amendments thereto with the County of Burlington for the approved Funds; and

5. This resolution shall take effect immediately.

Deputy Mayor Higgins asked **CFO Monzo** if he had any problems with the foregoing resolution. **CFO Monzo** said he did not have a problem. **Deputy Mayor Higgins** also questioned **Committeeman Gable** and **Committeewoman DiGiuseppe** if they are comfortable with the Resolution. They both answered yes.

A motion was offered by **Committeewoman DiGiuseppe** and second by **Committeeman Gable** to approve Resolution 2013-6-1. Motion carried on a Roll Call Vote, recorded as follows:

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

A motion was offered by **Committeewoman DiGiuseppe** to amend the agenda to add a Resolution to award a contract to ATS Mechanical to replace the air conditioning unit in the new Municipal Complex. The motion was second by **Committeeman Clark** and carried.

CFO Monzo said that funds are available for the air conditioning unit in the ordinance we adopted last year for the equipment in the new municipal building.

A motion was offered by **Committeewoman DiGiuseppe** and second by **Deputy Mayor Higgins** to adopt the following resolution. Motion carried on a Roll Call Vote, recorded as follows:

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

RESOLUTION 2013-6-2
RESOLUTION TO AWARD CONTRACT TO ATS MECHANICAL, INC. OF BORDENTOWN, NEW JERSEY FOR REPLACING THE AIRCONDITIONING UNIT IN THE NEW MUNICIPAL COMPLEX

WHEREAS, the new Municipal Complex for the Township of Mansfield is in need of replacing its older air conditioning unit; and

WHEREAS, the Local Public Contracts law NJSA 40A:11-3 (a) and (c) determines that the current bid threshold is \$ 36,000 if the township has a designated Qualified Purchasing Agent (QPA) and that the quote threshold is 15 % of the bid threshold calculated to be \$ 5,400; and

WHEREAS, the Township's Chief Financial Officer, Joseph P Monzo, is designated as the township QPA; and

WHEREAS, the Township solicited three quotes for the replacement of said air condition unit; and

WHEREAS, the price quoted by ATS Mechanical, Inc. submitted the lowest responsible quote in the sum of \$15,200.00, and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Burlington that a contract is awarded to ATS Mechanical, Inc., in the amount of \$ 15,200.00 and that funds are available in account 04-215-20-121-810

A motion was offered by **Deputy Mayor Higgins** and second by **Committeewoman DiGiuseppe** to go into executive session per the following Resolution.

RESOLUTION 2013-6-3
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 issues.
3. It is anticipated at this time that the above subject matter will be made public when the matter has been resolved and approved for release by the Township Solicitor.

A motion was offered by **Committeeman Clark** and second by **Committeewoman DiGiuseppe** to come out of Executive Session. Motion carried.

Clerk Semus explained that the purpose of Executive Session was to discuss personnel issues.

PUBLIC COMMENT

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

MAYOR/COMMITTEE COMMENTS

No Comments were made.

ADJOURNMENT:

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

PREPARED BY:

RESPECTFULLY SUBMITTED BY:
