

**TOWNSHIP OF MANSFIELD
BURLINGTON COUNTY
MEETING MINUTES
AUGUST, 28, 2013
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 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 **Committeeman Gable** and second by **Committeewoman DiGiuseppe** to go into executive session by adoption of the following Resolution. Motion carried.

RESOLUTION 2013-8-1

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, contract negotiations and potential litigation.
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 Len Faiola, CFO Joseph Monzo, Tax Assessor Robin Bucchi, Attorney Michael Magee, Clerk Linda Semus, and Deputy Clerk Barbara Crammer.**

A motion was offered by **Committeeman Clark** and second by **Committeewoman DiGiuseppe** to come out of executive session.

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.

TAX REASSESSMENT: Appearing: Robin L. Bucchi, Tax Assessor

Robin Bucchi reviewed her report in regard to the reassessment of taxes which she said was ordered due to the amount of appeals which created substantial variations in the assessments. She spoke of the standard of value which is the true value of property which is the price, in the assessor's judgment; the property would sell for on October 1 of the previous tax year. The actual price paid for a property is not necessarily representative of that property's true market value. Individual sales may deviate from the

market norm. Numbers of comparative sales show trends and/or patterns in the market values. The trends identify the actual market value. All available evidences of the properties were considered including zoning, geography, location, building codes, water ways, highways, quality, age, maintenance level, depreciation, type of home, lot size, etc. were taken into consideration in regards to the value. Property cannot be singled out for assessment. There is a statutory obligation to monitor all indicators of property value and correct inequities in the tax years. She explained that certain parts of town took a bigger hit in market value than other properties. The values dropped significantly in those parts of town. Therefore, there was a shift in tax burden on other properties.

CFO Monzo said the purpose of the reassessment is to equalize everyone paying their fair share based on the market value of their home. In the state of New Jersey, we support school taxes, county taxes, library taxes, and local taxes based on the property value of the home. Mansfield Township is charged for collecting all taxes on one tax bill. He explained the tax bills and how residents should compare the amount of taxes they pay for the year. We are charged with billing a levy for the entire community of Mansfield Township in order to collect the taxes for the Schools, County and the County Library because we have to pay those entities 100% of what they ask for. In 2012, we levied \$26,700,000 in taxes. The tax levy for 2013 is \$27,000,805. The levy increased by \$1,105,000 which is a 4.15% tax increase. He continued to speak of the amount of tax increase for the schools, county, county library and township. Whether we did a reassessment or not, the taxes would still have gone up 4.15%. **CFO Monzo** explained how the assessed value for the township last year was 40% more than this year's value. Last year's assessed value was \$1,329,000,000. The assessed value this year is \$950,000,000. In order to raise more money, the tax rate has to increase for the whole community. This is based on the assessment work done by the firm, by the assessor, and approved by the County of Burlington and State of New Jersey. He added that every class of properties in Mansfield Township dropped in assessed value, including every neighborhood. **CFO Monzo** added that the assessed values of the affordable housing of Mapleton are done on a separate formula based on state legislation.

Tony Villabon, 25 Waverly Drive, said he represents a group of residents of about 90 homes who are concerned about the methodology used by the Township to determine the assessment values.

Assessor Bucchi said that all assessment values were determined by state statute, utilizing the sales method. Mr. Villabon questioned how it was determined that his property value decreased by 17% where all the agencies say the market value went up. He questioned how the township justifies the change. **Assessor Bucchi** said the cut off for the sales ratio method is October 1, 2012. Anything that occurred prior to that date is the information used over the past three years. Anything that occurred after that was not available and not used for the assessment purposes. Mr. Villabon felt the reassessment was driven by the fact that the township was tired of doing tax appeals. The undervalued assessment is the methodology of the township to prevent people from appealing their taxes because, according to NJ law, the only way you can appeal your taxes is to challenge the assessment value. If your value is below market value, you can never appeal your taxes. He questioned how the township can justify why the homes are valued lower this year in a year when the taxes increase. **Assessor Bucchi** reviewed what happened when he filed his tax appeal and she gave him her opinion of the value based on the sales from 2011. He signed the settlement of stipulation where he could have forwarded it to the tax court and have them make the decision. Mr. Villabon asked if the tax office is using 100% value. **Assessor Bucchi** said that the current market sales ratio is at 95%. Mr. Villabon continued to feel that the methodology used has erred because they are way undervalued. **CFO Monzo** felt Mr. Villabon is dealing what is permissible under state law. He explained that the Tax Assessor is required by law to use October 1, 2012 assessed value. Mr. Villabon had said he wanted the tax rate before the appeal date. **CFO Monzo** said that this is impossible. First of all, the Board of Education operates on a July 1 to June 30 date, thus they don't adopt their budgets until after the appeal time. Therefore, we have to deal with the time frames we are obligated to deal with. It was made clear to Mr. Villabon that he is not appealing his taxes, he is appealing his assessment, regardless of what the taxes are.

Mr. Villabon asked if the reevaluation been approved by the County and State. He was told yes. He also asked how the property appraiser was selected. He was told by proposals according to the contract law. Mr. Villabon asked how many residents had their assessed values increased. **Assessor Bucchi** said it was not 30%. He was told that he always has the right to appeal his assessment.

Donald Mangus, Petticoat Bridge Road, clarified that all categories of properties decreased as a result of the reevaluation. **CFO Monzo** explained that certain developments and neighborhoods did. Mr. Mangus said he was surprised that his tax bill went up by \$700.00 as well as taxes of other people he spoke to. Mr. Mangus also noted that some taxes went down and then asked what percentage of properties saw a tax decrease. **CFO Monzo** said that 41.46% of the town saw their taxes increase by some number. 25.18% of the people saw their taxes stay relatively the same and 33% of the parcels, including commercial and industrial, saw their taxes go down. The rule of thumb is that, when a reassessment is done in a community, 1/3 of the property owners will see an increase, 1/3 will see a decrease and 1/3 will stay about the same. **CFO Monzo** said that Homestead, Joyce Court, Country Walk, Commercial, Industrial, Apartments and Public Utilities went down. He went on to explain that people who had filed appeals were already closer to market, so they didn't see a reduction. Certain classes in certain areas didn't go down as much as the overall town. Mr. Mangus felt that a significant amount of the assessment is based on the land and just not the house. He has a one acre lot which is assessed at \$125,000 and asked if this is standard throughout the township. **Assessor Bucchi** said that location and geography makes a big difference and whether it is a buildable lot.

Tony Quinto, 27 Waverly Drive, said that he was shocked to see such a tax increase for his property. He said what is more shocking and confusing is how can it be explained that there is such a large variance between neighborhoods. The net impact to certain people in certain communities is zero. He felt it is ironic that those communities comprise the largest voting population in the township. He said he owns a house in Mapleton where the taxes went down \$200. However, is trying to figure out how his taxes went from \$11,200 to \$15,300 and he would like to see the data that would support the decisions that were made. He felt this data had been requested and denied. He wants to see this resolved before going down another avenue. **Mayor Puglia** asked if the data was denied. **Assessor Bucchi** said it has not been denied. She also explained that the Meadows at Mansfield received a reduction 3 years ago when no one else did. A year before he moved in, the values were already dropping. The year he moved in and he received the added assessment for the value of the home, he appealed that. And again, he appealed the taxes again last year so he saw almost no change in the taxes over the past three years.

Mr. Villabon, 25 Waverly Drive, said that in his neighborhood alone, there were people who appealed their taxes in 2011 and saw up to 25% of a reduction in their assessment. If they are supposed to be closer to fair market value, how did that happen in a year and a half. **Assessor Bucchi** explained that the overall decrease in his development last year was 25%. She also noted again that they also received a 5% decrease in values initially when no one else did. They continued to discuss Mr. Villabon's assessment and his concern over his taxes.

CFO Monzo explained the \$300,000 that was lost by the Township because of tax appeals. If people who had appealed their taxes had not been successful or not appealed at all, the \$300,000 would have been in our surplus and perhaps we wouldn't have had an increase in our tax levy of \$258,000. Mr. Villabon asked that, if it can be shown through data that the values of homes are devalued, would the township be willing to look at a possible revaluation process. **CFO Monzo** said that a full revaluation would cost us about \$400,000 because a company would have to go to every individual parcel in town. This would be equal to a 4 cent tax increase.

Assessor Bucchi explained that every day, she watches the market. If she sees that there is a neighborhood increasing in value because their assessments are too low, she can appeal to the county and the state for their approval to change them. To do one part of the township without the entire township is considered spot assessing and is

unfair. Mr. Villabon asked if she can do a compliance review since the statute does allow you do a certain portion of the township. **Assessor Bucchi** said a compliance plan is available which seeks approval from the county or state. If they do approve it, and a portion of the township does get an increase because the sales have increased, that new value would be applied to the budget and the tax rate would readjust itself.

Craig Kendall, 30 Sherwood Lane, questioned **CFO Monzo's** statement that tax rate values of 4.1% were reduced. **CFO Monzo** said that that the 4.1% meant that we levied 4.1% more in taxes in 2013 than 2012 for the entire community. We have to send additional money to the schools, etc. Mr. Kendall said his taxes went up 22% and then questioned **CFO Monzo's** taxes. Mr. Kendall felt that Mr. Monzo's taxes went up \$7.00 and his went up \$3,400 in 6 months. He asked how Mr. Monzo would justify this. Mr. Kendall felt his development was responsible for paying \$68,000 in taxes and was quite concerned. He was concerned over the future and taxes increasing and, with such a large tax bill, he questioned who would even buy his house. On top of that, Mr. Kendall referred to the development of big box stores nearby devaluing the value of his home. He felt the township couldn't justify \$20,000 for property taxes for his home. He then questioned why Homestead had a decrease in values when the properties are selling for more money. **Assessor Bucchi** explained that a sale price of a home can sell higher than the market norm. A whole analysis needs to be done for that development. If it seems that the development needs to be increased, then it will be taken care of. Mr. Kendall continued to express his concerns over the 30 households on his street and the justification for their tax increases. **Mayor Puglia** explained that the assessor and an outside agency did the reassessment. Plans are being made for the people who did the outside work to be in attendance to answer any questions. Mr. Kendall felt the committee should work to bring his development in compliance. He was concerned that no one would be buying the homes and they might wind up in foreclosure. He noted that there is now a commercial area on Route 206 near White Pine Road and questioned where the tax revenue from this area went. He continued to say it is totally outrageous and he felt the state is out of whack. **Assessor Bucchi** explained to him the square footage increase due to living space in the basement. He continued to be upset after which he compared his house to **CFO Monzo's** and how his taxes increased more.

Deputy Mayor Higgins asked what involvement **CFO Monzo** had in the assessment process. **Assessor Bucchi** said none.

John _____, 11 Waverly Drive, said he had an \$800 increase but, compared to what he was hearing, he wasn't going to complain as much. He is assessed at \$410,000 which he felt was not right as he said he does understand basic math and reasonability but, from what he is hearing, he didn't think the people who did the assessments did an honest and diligent job and it was not money well spent. **Assessor Bucchi** explained that the company that was hired went out to inspect the properties and they supplied data. The final numbers came from her in her office and that was based on a review of sales, marketability, size of the homes, etc. **Assessor Bucchi** continued to explain how the assessment was accomplished.

Kathy Watson, 45 Vandevere Lane, felt this whole discussion might be a mute point in a few years. Last week's Inside Jersey magazine ranked the school district and gave Northern a "D" for academic achievement and progress. She went on to say that Dr. Sarruda asked for a \$661,000 increase in the tax levy to be shared by all of the municipalities. However, he cut basic skills by \$64,000 while athletics and activities went up. Ms. Watson also said she reviewed the Department of Education data wherein, in 7th grade math, 31% of the students failed to meet the minimum requirements and 25% of the Eighth Graders failed. In Language Arts, 34% of the Seventh Graders and 17% of the Eighth Graders failed. She felt that we will see a mass exodus out of the community for people who want to send their children to private school. Ms. Watson also pointed out Dr. Sarruda's salary of \$194,000. She felt the people should start attending the school board meetings as so much money of the taxes goes toward the school.

Mayor Puglia said he attempted to get Board members from the school here but they were busy or out of town.

Katherine Hartman, Petticoat Bridge Road, said she admired the gentlemen who spoke and who had done their homework. She said that 70% of our taxes go toward the schools and questioned the salaries of teachers, etc who work in the school system. She wanted to know where the money is going. It should be public knowledge. If there is dead weight in the system, it should be investigated. **Mayor Puglia** noted that, if you go to a school board meeting, there may be three or four people there. He felt the people should definitely attend. Mrs. Hartman agreed that we need to be organized to do something.

Colleen Herbert, 2 Millennium Drive, asked if the township is obligated to grant the tax appeals. **CFO Monzo** explained that the tax appeals are not heard by the township but by the County Board of Taxation. **Attorney Magee** further explained the process. When checking other municipalities, Mrs. Herbert said her taxes are about what they should be when comparing house sizes. It was further explained to her that the tax appeal form is a form used throughout the state which has to be filed with the county, copies to our Tax Assessor. Mrs. Herbert said that, in comparing our township with other townships, our taxes have been the highest increase. She thinks the residents of Mansfield do not feel the assessments are evenly distributed and they don't seem fair. She feels someone should look at this to make everything fair. She said this is a good community and we should be fair to the residents. This process should be looked at, not only one the school board but also here at the Township. She encouraged residents to attend the township meetings also.

Brian Baumley, 37 Waverly Drive, said that many people here tonight have made statements about homes that are undervalued, below what they are selling for. If the assessment is low on the house, they won't be able to see it for over that amount because of the low assessment. **Assessor Bucchi** said the value of a home is based on the market analysis over three years. When you go to sell your house, it is done by the mortgage company and it is a separate process from the tax assessment. The bank should not be using the tax assessment for that purchase. They do the process on a six month review, not three year as we do. Mr. Baumley said he agreed with the other people in attendance who feel the assessments are very low.

Tony Villabon said there is going to be litigation over this and he wants to send a message to the Committee to please save money and forego the litigation as tax payer money will be spent unless they take a good look at this.

Diane Reed, 8 Sherwood Lane said this is very personal with the neighbors and what they are saying represents the majority. She said that when she moved her 12 years ago, she saw a community with great promise. She lives here with her husband but with no children in the school system. Although they never appealed, they do realize that 69% of the money goes to schools. However, the level of transparency and accountability is missing at every level. They level the area but supporting the local businesses has gone away as we are going to have a Home Depot some day. She didn't choose to live like this and question whether Mansfield Township is where they want to spend the rest of their lives. She hopes the Committee will walk away with an agenda so they can come back and help them understand.

Donna Morgan, 1174 Jacksonville Road, asked **Assessor Bucchi** what process was used to acquire the accessors. **Assessor Bucchi** said quotes were requested from several companies certified by the state. Replies were received and, based on the information that they were going to obtain and the assistance they were going to give, we had to go with someone who was going to provide more assistance and get it done in a timely manner. Mrs. Morgan said she did not see anyone at her house. She was told they did measure all the properties and perhaps she wasn't at home at the time. Mrs. Morgan said she was confused with the assessment and the \$1,100 increase in her taxes which she was not expecting. Mrs. Morgan referred to other townships sending their students to Northern and how the tax amount is calculated. She was told the amount we send to Northern

is based on the assessed value of the town. **Deputy Mayor Higgins** further explained this procedure and added that we pay a higher portion of school taxes in proportion to the number of students we send. He also referred to the US government that contributes to the military students. **Mayor Puglia** felt the fairer way was to pay per student but it is not that way, it is by property value. Mrs. Morgan asked what contributed to the increase in the municipal budget. **CFO Monzo** said there were two large items, a down payment for a fire truck and also a trash truck which we probably won't use because of plans to privatize trash services. Another large increase was the debt service on the accumulation of bondable items, including the building, open space, and fire trucks.

John Kampo, 17 Sunset Lane, said that Mansfield pays 48% of the school budget. The rest is divided by three. He felt this is a lot of money.

Mayor Puglia closed this public portion of the meeting.

ORDINANCE

ORDINANCE 2013-7

AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF BURLINGTON, NEW JERSEY, PROVIDING FOR THE ACQUISITION OF A FIRE TRUCK FOR THE FRANKLIN FIRE COMPANY IN THE TOWNSHIP OF MANSFIELD AND APPROPRIATING \$750,000 THEREFOR, AND PROVIDING FOR THE ISSUANCE OF \$712,500 IN BONDS OR NOTES OF THE TOWNSHIP OF MANSFIELD TO FINANCE THE SAME

BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF BURLINGTON, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring), AS FOLLOWS:

Section 1. The improvement or purpose described in Section 3 of this bond ordinance is hereby authorized to be undertaken by the Township of Mansfield, in the County of Burlington, New Jersey (the "Township"), as a general improvement. For the improvement or purpose described in Section 3 hereof, there is hereby appropriated the sum of \$750,000 including the sum of \$37,500 as the down payment for the improvement or purpose pursuant to the Local Bond Law. The down payment has been made available by virtue of the provision in the capital improvement fund in one or more previously adopted budgets.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the down payment or otherwise provided for hereunder, negotiable bonds or notes are hereby authorized to be issued in the principal amount of \$712,500 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds or notes, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement hereby authorized and the purpose for which the bonds or notes are to be issued is the acquisition of a fire truck for the Franklin Fire Company, including all other work and materials necessary therefor and incidental thereto.

(b) The estimated maximum amount of bonds or notes to be issued for the improvement or purpose is as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no note shall mature later than one year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the notes sold, the price obtained and the name of the purchaser.

Section 5. The capital budget or temporary capital budget (as applicable) of the Township is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. In the event of any such inconsistency and amendment, the resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget or amended temporary capital budget (as applicable) and capital program as approved by the Director of the Division of Local Government Services is on file with the Clerk and is available there for public inspection.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3 of this bond ordinance is not a current expense. No part of the costs thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The period of usefulness of the improvement or purpose, within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 10 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Township as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$712,500, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An amount not exceeding \$5,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the improvement or purpose.

Section 7. Any grant moneys received for the purposes described in Section 3 hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized hereunder shall be reduced to the extent that such funds are so used.

Section 8. The full faith and credit of the Township is hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy ad valorem taxes upon all the taxable real property within the Township for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 9. To the extent that any previous ordinance or resolution is inconsistent herewith or contradictory hereto, said ordinance or resolution is hereby repealed or amended to the extent necessary to make it consistent herewith.

Section 10. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

CFO Monzo explained that this was the public hearing on the Bond Ordinance that was introduced at the last meeting.

Mayor Puglia opened the public hearing.

Katherine Hartman, Petticoat Bridge Road, said our fire men protect us in case of fire or if our carbon monoxide goes off. 100%, give them their truck.

With no further comments, the public hearing was closed.

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

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

POLICE SUV'S

Chief Mulhall gave an overview of the status of the fleet and the reason that they have requested of the Solicitor to have a letter of intent drafted for the purchase of 2 SUV's. He spoke of the mileage, age of vehicles, and problems with engines and a total loss of a vehicle due to an accident. The letter of intent was drawn to acquire a 4-wheel drive Chevy Tahoe and a 2-wheel drive through the Cranford Co-op which they participate in so that they can get competitive pricing similar to what is available under state contract.

CFO Monzo said the letter of intent is non-binding and, in order to move forward with that purchase, we would have to have a bond ordinance introduced and adopted to provide for the funding. If the ordinance is not adopted, the letter of intent will not be of any value. He needs to be directed by the Committee to have the Bond Counsel prepare a bond ordinance based on the estimated cost to make the purchase.

Mayor Puglia noted that we will not be purchasing a new trash truck. **CFO Monzo** added that, if privatization is finalized, the money we put aside as a down payment for the trash truck, \$37,500. is more than enough to use as down payment for the police vehicles. A separate bond ordinance will be required and, at this point, **CFO Monzo** is looking for direction from the Committee. **Committeeman Gable** asked if we received payment from the insurance company for the totaled vehicle. **Chief Mulhall** responded that we did and for the vehicle that was totaled in the 2012 crash, they have already ordered a Chevy Tahoe with the Committee's approval which they should be taking delivery of in the next month. That was also bought under the Cranford Co-op under a three year lease to purchase. The first year's lease payment was partially paid by

the payout on the totaled vehicle from the Insurance Company and the balance will be paid for with the Police Department operating budget for 2013.

A motion was offered by **Committeewoman DiGiuseppe** and second by **Committeeman Gable** to authorize preparation of the ordinance for the police vehicles. Motion carried on a Roll Call Vote, recorded as follows:

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

RECREATION COMMITTEE – Chain Link Batting Cage Tunnels - \$17,350.00- funding by Recreation and Mansfield Baseball/Softball Associates

Clerk Semus explained that the Recreation Committee is planning to obtain chain-link batting cages for \$17,350. They have indicated where the money will be coming from. **CFO Monzo** said Mr. Quinto obtained three quotes from three separate vendors. The Recreation Committee is paying for half of it. The other half is coming from the Township’s Current Fund Baseball Budget. The memo has requested Township approval so they can proceed. Tony Quinto clarified that the \$8,675 was paid for through sponsorship that was not part of the Recreation Fund. The other half is from concession money that was raised for future purchases of capital expenditures. This should be completed next week. No action was taken by the Committee as everything was in place.

Committeeman Gable said we received bids to have the tennis courts re-surfaced in the Municipal Park from grant money we received from the County. He asked for the Committee to accept the bid for the two tennis courts so we can move forward. **CFO Monzo** said bids were received last week, along with the bid for the fire truck, but there is no resolution to award any bid. There was a main bid for the courts plus three alternates for a combination of tennis and basketball courts in various parks. The park development funding for that was \$115,000. The base bid came within that amount. But the base bid plus any one of the three alternates puts us over the \$115,000. We would have to use Township funds to supplement the rest if we wanted to do any of the alternates. This hasn’t been discussed yet. **Attorney Magee** felt the Township Committee was talking about doing the two tennis courts by amending the agenda to adopt a resolution to accept the tennis courts for \$91,000. **Committeeman Gable** and **Deputy Mayor Higgins** are to meet with the Recreation Committee to discuss assigning the remainder to another recreation project. **Committeewoman DiGiuseppe** questioned whether this is possible without going out to bid again. **CFO Monzo** said we could if it is less than \$17,500.

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

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

A motion was offered by **Committeeman Gable** and second by **Deputy Mayor Higgins** to re-surface the two tennis courts for \$91,916.73 to Enviro-scapes Incorporated Motion carried on a Roll Call Vote, recorded as follows:

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

ENGINEER’S REPORT

Engineer Len Faiola referred to the Status Report dated August 20, 2013. He then referred to two agenda items. Emergency quotes were received for the septic system and the sanitary sewer repair project. No action is being requested tonight as discussions need to be held with Jef. In addition the Township was successful in securing the CDBG Block grant for \$32,000 for funds dedicated for handicapped accessible improvements to the next phase of the Municipal Complex improvements tied to the Public Works and Police Department. It will also be used for other handicapped accessible uses around the

rest of the perimeter. When we are ready to move forward with the final phase of the construction, that money can be used.

Mayor Puglia said that **Clerk Semus** had requested an automatic door for the Administrative side. **Engineer Faiola** said this is something to be considered if it is eligible which should be considered when we do all of the improvements.

A motion was offered by **Committeewoman DiGiuseppe** and second by **Deputy Mayor Higgins** to accept the Engineer's Report. Motion carried

BILL LIST

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

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

ORDINANCE

**ORDINANCE 2013-8
AN ORDINANCE TO AMEND THE
PROCEDURE FOR THE AWARD OF PROFESSIONAL
SERVICE CONTRACTS**

WHEREAS, specifically, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., authorizes the award of certain Contracts without resort to competitive bidding; and

WHEREAS, the Township Committee of the Township of Mansfield is intent upon making every effort to ensure that the public has confidence in the honor and integrity of the individuals holding public office and positions, and that elected and appointed officials maintain the highest ethical standards in the conduct of public business on behalf of the residents and taxpayers of the Township of Mansfield; and

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Township Committee of the Township of Mansfield, County of Burlington and State of New Jersey that the Township's Ethics Regulations be the same is hereby amended to add the following additional standards and criteria:

ARTICLE I. NEW SECTIONS. The following new Sections are hereby added to the Ethics Regulations of the Township of Mansfield:

§ 17B-6. AWARD OF PUBLIC PROFESSIONAL SERVICES CONTRACTS. It is the purpose of this Section that, notwithstanding that Professional Services Contracts are exempt from the competitive bidding requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., the Township Committee deems it appropriate, in order to avoid any public perception that Professional Services Contracts are awarded in consideration for, e.g., political contribution or other considerations, said Contracts, consistent with the provisions of enacted New Jersey Legislation, shall henceforth be awarded through a competitive, quality-based, fair and open process.

§ 17B-7. PROCESS FOR AWARD OF PROFESSIONAL SERVICES CONTRACTS. No Professional Services Contracts, as that term is used in the Local Public Contracts Law, shall be awarded after the date of the adoption of this Ordinance, unless the following competitive, quality-based, fair and open process is followed:

- A. Professional Services may be awarded by virtue of a publicly advertised Request for Qualifications ("RFQ") which will be issued for those appointments which are made on an annual basis, such as, but not limited to, the positions of: Township Attorney, Township Engineer, Township Planner, Planning Board Attorney, Planning Board Engineer, and such similar statutory and/or ordinance public positions.
- B. For said positions, no Contract shall be awarded, unless and until the positions are:
 - 1. publicly advertised in newspapers in sufficient time to give notice in advance of the solicitation for the Contracts;
 - 2. awarded under a process that provides for public solicitation of proposals and qualifications;
 - 3. awarded and disclosed under criteria established in writing by the Township of Mansfield prior to the solicitation of proposals or qualifications; and
 - 4. publicly announced when awarded; and as to those RFQ's which prove to be unsuccessful, the Municipal Clerk shall retain a copy of same on file for a period of not less than sixty (60) days.
- C. For Contracts which arise on an occasional basis, such as appraisals needed for the acquisition of farmland and/or open space, as well as title searches, surveying, and similar work associated with same; and similar projects of this type, Professional Services shall be awarded only after receipt of publicly advertised RFQ's, after which a limited number of the best qualified vendors would be identified, and proposals would then be solicited therefrom.
- D. **A REVIEW OF RFQ'S BY DEPARTMENTAL REVIEW COMMITTEES.** A Departmental Review Committee shall be established consisting of not less than two (2) persons to prepare, process and evaluate any RFQ issued pursuant to the Professional Services Contracting procedures set forth above. Each Departmental Review Committee must prepare, prior to an RFQ, a written cost estimate in order to allow for proper evaluation of the fee aspect of proposals. Moreover, said Committee shall evaluate the respective Qualifications and Proposals, taking into consideration the designated qualifications and/or performance criteria, experience, quoted fee and other relevant factors in making a recommendation of award to the Township Committee; and the Departmental Review Committee may, in its sole discretion, conduct negotiations with qualified vendors after receipt of proposals, in order to achieve the best possible contract terms and conditions for the Township and its taxpayers.
- E. **Emergency Exceptions.** Notwithstanding the foregoing, the Township Committee recognizes that the New Jersey Legislature has provided for the occurrence of certain emergencies, and further recognizes that, therefore, the procedure outlined above, might not be capable of being

achieved in the event of an emergency or similar time constraints. Thus, should such a situation arise, and time does not permit resort to this procedure, and the immediate performance of services is necessary, then an award for same may be made in accordance with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-6) relating to emergency contracts, and such rules and regulations as made be promulgated, from time to time, by the Township Committee with regard to same. No such emergency contracts, however, may be awarded without submission to the Township Clerk of a certification establishing the basis for the deviation from the procedures outlined herein.

ARTICLE II. 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 2013-8 with a public hearing scheduled for September 25, 2013. Motion carried.

ORDINANCE 2013-9: A motion was offered by **Committeeman Gable** and second by **Committeewoman DiGiuseppe** to hold this ordinance for further review. Motion carried.

MINUTES: July 24, 2013

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

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

REPORTS: Clerk, Court, Construction, Tax, Police, Finance

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

RESOLUTIONS

RESOLUTION 2013-8-2

RESOLUTION AUTHORIZING THE SALE OF SURPLUS PROPERTY

WHEREAS, the Township Committee has found that various equipment that is surplus are no longer needed for public use by the township, and

WHEREAS, the Township Committee believes that it would be advantageous to dispose of its surplus property, and

WHEREAS, N.J.S.A. 40A:12-13 and 40A:12-13.1 permit the Township to dispose of surplus property no longer needed for public use by auction and to authorize such action by Resolution of the municipality; and

WHEREAS, the Mansfield Township Police Department had entered into an Agreement with GovDeals for the auctioning of all surplus property.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey that the following equipment be disposed of by auction:

35mm NIKON CAMERA

Nikon Camera Model # N65 Serial # 2133573 w/neckstrap

Quantary 28-80mm F3.5-5.6 Lens Serial #3556260

Quantary 50mm Tech-10 Lens Serial #1017522

Quantary PZ-1 DSZ Electronic Flash No serial #

Quantary Lens Filters

Quantary carrying case

FLASHLIGHTS

Description	Quantity
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Streamlight Flashlight Model# SL-35X Serial #OC344807	1
Streamlight Flashlight Model# SL-20 Serial #SC237779	1
Streamlight Flashlight Model# SL-20 Serial #SA471619	1
Streamlight Flashlight Model# SL-20X Serial #SE137287	1
Streamlight Flashlight Super Stinger Serial #006905	1
Streamlight Flashlight Stinger Serial #911910	1
Streamlight Flashlight Stinger Serial #159089	1
3 Wall chargers for the SL-20X and SL-35X Flashlights	3
5 Wall chargers for the SL-20 Flashlight	5
4 Stinger Wall chargers	4
9 AC adapters for the Stinger, SL-20X, and SL-35X wall chargers	9
7 Xenon Replacement Bulbs for Stinger, PolyStinger, Stinger XT	7
4 Flashlight Red Lens for Stinger, PolyStinger, SuperStinger	4
Miscellaneous Parts for Flashlights	-
1 Bank Charger for SL-20X and 35X Flashlights	1

The Township Clerk shall assure that proper public notice of the auction is made, as required by law.

A motion was offered by **Committeeman Gable** and second by **Committeeman Clark** to adopt Resolution 2013-8-2. Motion carried on a Roll Call Vote, recorded as follows:

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

**RESOLUTION 2013-8-3
RESOLUTION SUPPORTING THE DRIVE SOBER OR GET PULLED OVER 2013 STATEWIDE
CRACKDOWN**

WHEREAS, impaired drivers on our nation’s roads kill someone every 30 minutes, 50 people per day, and almost 18,000 people each year; and
WHEREAS, 19% of motor vehicle fatalities in New Jersey in 2012 were alcohol-related; and
WHEREAS, an enforcement crackdown is planned to combat impaired driving; and
WHEREAS, the summer season and the Labor Day holiday in particular are traditionally times of social gatherings which include alcohol; and
WHEREAS, the State of New Jersey, Division of Highway Traffic Safety, has asked law enforcement agencies throughout the State to participate in Drive Sober or Get Pulled Over 2013 Statewide Crackdown; and
WHEREAS, the project will involve increased impaired driving enforcement from August 16, 2013 through September 2, 2013; and
WHEREAS, an increase in impaired driving enforcement and a reduction n impaired driving will save lives on our roadways;
NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey declares its support for the *Drive Sober or Get Pulled Over 2013 Statewide Crackdown* from August 16, 2013 through September 2, 2013 and pledges to increase awareness of the dangers of drinking and driving.

A motion was offered by **Committeeman Clark** and second by **Committeewoman DiGiuseppe** to adopt Resolution 2013-8-3. Motion carried on a Roll Call Vote, recorded as follows:

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

**RESOLUTION 2013-8-4
RESOLUTION AUTHORIZING THE TOWNSHIP OF MANSFIELD TO ENTER INTO AN
INTERLOCAL SERVICE AGREEMENT FOR THE
"BURLINGTON COUNTY DWI TASK FORCE" PROGRAM FOR THE YEAR 2013**

WHEREAS, the Townships of Mansfield, Bordentown, North Hanover, Chesterfield, Florence, Burlington and Springfield and the Cities of Bordentown and Burlington are neighboring municipalities within the County of Burlington; and
WHEREAS, their Police Departments provide DWI patrols in their respective municipalities; and

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

WHEREAS, the Township of Bordentown has applied for and have been awarded a grant for the "Burlington County DWI Task Force Program"; and

WHEREAS, the Townships wish to enter into an Interlocal Service Agreement to utilize overtime police work to enforce driving-while-intoxicated laws in the municipalities; and

WHEREAS, said Interlocal Service Agreement has been prepared by the Township of Bordentown and has been found to be acceptable by the Township Committee of the Township of Mansfield; and

WHEREAS, NJ-S.A. 40:8A-1, et seq., the Interlocal Service Act, permits this Interlocal Service Agreement;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, that the Mayor of the Township of Mansfield is hereby authorized to execute the Interlocal Service Agreement with the Townships of Bordentown, Chesterfield, North Hanover, Florence, Burlington and Springfield and the Cities of Bordentown and Burlington concerning the "Burlington County DWI Task Force Program" grant for the year 2013; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Chief Financial Officers and the Municipal Clerks of Bordentown Township, Chesterfield Township, North Hanover Township, Florence Township, Burlington Township, Springfield Township, Bordentown City and Burlington City.

A motion was offered by **Committeewoman DiGiuseppe** and second by **Committeeman Gable** to adopt Resolution 2013-8-4. Motion carried.

RESOLUTION 2013-8-5

RESOLUTION FOR THE ACCEPTANCE OF MAINTENANCE GUARANTEE

Asphalt Paving Systems, Inc. – Reconstruction of Georgetown-Chesterfield Road

WHEREAS, Asphalt Paving Systems, Inc. was awarded the Bid for the Reconstruction of Georgetown Road and Chesterfield Road as per Resolution Number 2012-5-6, which was adopted by the Mansfield Township Committee on May 23, 2012; and

WHEREAS, Asphalt Paving Systems, Inc. has completed the work; and

WHEREAS, by letter dated August 1, 2013 Remington & Vernick Engineers submitted Certificate No. 2 Final contractor's voucher for payment in the amount of \$29,788.97; and

WHEREAS, Asphalt Paving Systems, Inc. has submitted Maintenance Bond No. 6776612 in the amount of \$181,026.16; and

WHEREAS, the Township Solicitor has reviewed and approved the Maintenance Bond as to form.

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

1. Agrees to accept Maintenance Bond No. 6776612 in the amount of \$181,026.16 for the Reconstruction of Georgetown Road and Chesterfield Road from Asphalt Paving Systems, Inc. to be held for a period of two (2) years as a Maintenance Guarantee.
2. Joe Monzo, CFO is authorized to process Certificate No. 2 Final contractor's voucher for payment in the amount of \$29,788.97.
3. Linda Semus, Municipal Clerk is authorized and directed to forward a certified copy of this Resolution to Asphalt Paving Systems, Inc.

RESOLUTION 2013-8-6

RESOLUTION OF THE TOWNSHIP OF MANSFIELD AUTHORIZING THE RENEWAL OF THE AGREEMENT BETWEEN PRIVATE EMPLOYER, MANHEIM NEW JERSEY AND EMPLOYMENT OF OFF-DUTY MANSFIELD TOWNSHIP POLICE OFFICERS FOR POLICE RELATED SERVICES

WHEREAS, the private employer is in need of police related services; and

WHEREAS, the Police Department possesses a number of qualified police officers who are capable of serving; and

WHEREAS, the Township of Mansfield wishes to renew the agreement between the Township of Mansfield and Manheim New Jersey in accord with its terms of the agreement, attached, hereto until December 31, 2014.

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 Clerk be and are hereby authorized and directed to notify the private employer, Manheim New Jersey, that the Township Committee has elected to renew the agreement for an ensuing two year period until December 31, 2014 and provide the private employer, Manheim New Jersey with a certified copy of this Resolution and attachments thereof.

A motion was offered by **Committeeman Clark** and second by **Committeeman Gable** to adopt Resolution 2013-8-6. Motion carried on a Roll Call Vote recorded as follows:

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

A motion was offered by **Committeeman Higgins** and second by **Committeewoman DiGiuseppe** to adopt Resolutions 2013-8-7 to 2013-8-16 with a correction to Resolution 2013-8-9 changing the amount of \$1,139.05 to \$14,476.32. Motion carried on a Roll Call Vote, recorded as follows:

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

RESOLUTION 2013-8-7

CANCELLATION OF TAXES DUE TO VETERAN EXEMPTION

WHEREAS, N.J.S.A.54:4-3.30A allows for the exemption from taxation from real and personal property for any citizen and resident of the State who has a total or 100% permanent disability as defined by this statute; and,

WHEREAS, the properties listed below are owned by a 100% Disabled Veteran;

NOW THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, hereby memorializes the cancellation of the following 2013 taxes:

Block	Lot	Property Owner	Amount
23.01	96	Elwood Russell	\$4,277.15 (Effective 4/1/13)

RESOLUTION 2013-8-8

RESOLUTION REFUNDING THE OVERPAYMENT OF TAXES DUE TO TAX APPEAL

WHEREAS, State Tax Court Appeals for 2012 Property Taxes were granted on July 19, 2013 to properties listed below and,

WHEREAS, this Appeal resulted in an overpayment which is due to the homeowner,

WHEREAS, pursuant to Local Finance Notice CTC-96-1, the Tax Collector must wait 45 days from the judgment date to adjust the tax records, making that date September 2, 2013, and

WHEREAS, also pursuant to Local Finance Notice CTC-96-1, the Tax Collector must refund an overpayment of taxes within 60 days of the judgment date, making that date September 17, 2013 and

WHEREAS, the governing body will not be meeting during the time period between September 2, 2013 and September 17, 2013,

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield, State of New Jersey that the Tax Collector be authorized to refund the following on **September 11, 2013**.

Block	Lot	Name	Amount
25.01	12	Venu & Prathibha Nagali 30 Belmont Circle	\$1,255.38
25.01	14	Rewal & Balbir Thind 34 Belmont Circle	\$1,255.04
25.01	15	Sangita & Sukdeep Bhardwaj 36 Belmont Circle	\$ 648.27

RESOLUTION 2013-8-9

REDEMPTION OF TAX LIEN

WHEREAS, at the Mansfield Township Tax Sale held on October 5, 2011, a lien was sold on Block 42.08, Lot 147, also known as 13 Pine Brook Court, for 2010 delinquent taxes; and,

WHEREAS, this lien, known as Tax Sale Certificate # 11-00009 was sold to

US Bank Cust/Pro Capital I LLC, in the amount of \$14,476.32, with a premium paid of \$5,800.00; and,

WHEREAS, Princeton Assurance Corporation, has effected redemption of Certificate # 11-00009.

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 to US Bank Cust/Pro Capital I LLC, for the redemption of this lien.

Lien Holder	Lien #	Amount	Check #
US Bank Cust/Pro Capital I LLC	11-00009	\$20,276.32	1842

RESOLUTION 2013-8-10

REFUND OF TAX DUE TO VETERAN EXEMPTION

WHEREAS, the homeowner listed was declared to be a Disabled Veteran; and,

WHEREAS, the homeowner, therefore is totally exempt from paying property taxes according to N.J.S.A. 54:4-3.30; and,

WHEREAS, the homeowner paid the Taxes for 2013;

NOW, THEREFORE BE IT RESOLVED, that the Township of Committee of the Township of Mansfield, County of Burlington and State of New Jersey at their Regular Meeting held on August 28, 2013 hereby authorizes the Tax Collector to refund taxes to the following, retroactive to July 29, 2013.

Block	Lot	Amount
42.10	5 Walter Grzesczuk	\$316.32

RESOLUTION 2013-8-11

RESOLUTION TO CANCEL TAXES ON TOWNSHIP PROPERTY

WHEREAS, the properties listed below are now owned by the Township of Mansfield, and
WHEREAS, these properties are now exempt from property taxes,
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
August 28, 2013 hereby memorializes the cancellation by the Tax Collector of the following for the Tax
Year 2013 per N.J.S.A. 54:4-3.6c.

Block	Lot	Address	Amount
9.01	2.02	North Island Road	\$ 2.93 (Effective 8/30/12)
7	1	Route 68	\$ 89.65 (Effective 4/15/13)
10.02	1.01	1 Arlington Avenue	\$ 177.23 (Effective 4/15/13)
10.02	3	Open Space-Arlington Ave.	\$ 2.09 (Effective 4/15/13)
10.03	151	Greenbrook Drive	\$ 170.97 (Effective 4/15/13)
10.03	152	Dickens Drive	\$ 271.05 (Effective 4/15/13)
10.08	50	Arlington Avenue	\$ 20.85 (Effective 4/15/13)
41	2.01	160 Petticoat Bridge Road	\$3,194.60 (Effective 3/12/13)
41	2.01 Qfarm	160 Petticoat Bridge Road	\$2,685.35 (Effective 3/12/13)

**RESOLUTION 2013-8-12
REFUND OF TAX DUE TO VETERAN EXEMPTION**

WHEREAS, the homeowner listed was declared to be a Disabled Veteran; and,
WHEREAS, the homeowner, therefore is totally exempt from paying property taxes
according to N.J.S.A. 54:4-3.30; and,

WHEREAS, the homeowner paid the Taxes for 2013;

NOW, THEREFORE BE IT RESOLVED, that the Township of Committee of the
Township of Mansfield, County of Burlington and State of New Jersey at their Regular Meeting
held on August 28, 2013 hereby authorizes the Tax Collector to refund taxes to the following,
retroactive to April 1, 2013.

Block	Lot	Address	Amount
23.01	96	Elwood Russell	\$1,992.23

**RESOLUTION 2013-8-13
CANCELLATION OF TAXES DUE TO VETERAN EXEMPTION**

WHEREAS, N.J.S.A.54:4-3.30A allows for the exemption from taxation from real and personal
property for any citizen and resident of the State who has a total or 100% permanent disability as defined
by this statute; and,

WHEREAS, the properties listed below are owned by a 100% Disabled Veteran;

NOW THEREFORE BE IT RESOLVED, that the Township Committee of the Township of
Mansfield, County of Burlington, State of New Jersey, hereby memorializes the cancellation of the
following 2013 taxes:

Block	Lot	Property Owner	Amount
42.10	5	Walter Grzeszczuk	\$1,560.66 (Effective 7/29/13)

**RESOLUTION 2013-8-14
REFUND OF TAX DUE TO VETERAN EXEMPTION**

WHEREAS, the homeowner listed was declared to be a Disabled Veteran; and,

WHEREAS, the homeowner, therefore is totally exempt from paying property taxes according to
N.J.S.A. 54:4-3.30; and,

WHEREAS, the homeowner paid the Taxes for 2013;

NOW, THEREFORE, BE IT RESOLVED, that the Township of Committee of the Township of
Mansfield, County of Burlington and State of New Jersey at their Regular Meeting held on
August 28, 2013 hereby authorizes the Tax Collector to refund taxes to the following, retroactive to
May 17, 2013.

Block	Lot	Address	Amount
6.02	6	William Radice	\$1,753.01

**RESOLUTION 2013-8-15
CANCELLATION OF TAXES DUE TO VETERAN EXEMPTION**

WHEREAS, N.J.S.A.54:4-3.30A allows for the exemption from taxation from real and personal
property for any citizen and resident of the State who has a total or 100% permanent disability as defined
by this statute; and,

WHEREAS, the properties listed below are owned by the surviving spouse of a 100% Disabled
Veteran;

NOW THEREFORE BE IT RESOLVED, that the Township Committee of the Township of
Mansfield, County of Burlington, State of New Jersey, hereby memorializes the cancellation of the
following 2013 taxes:

Block	Lot	Property Owner	Amount
6.02	6	William Radice	\$5,452.53 (Effective 5/17/13)

**RESOLUTION 2013-8-16
APPLYING OVERPAYMENT OF TAXES**

WHEREAS, taxes were overpaid on the properties listed below, and

WHEREAS, a resolution is needed to credit a payment to another property with the same owner,

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey that the Tax Collector shall apply the overpayment of taxes to the following:

FROM		TO	
Block 23, Lot 4 Qfarm	\$.51	Block 23, Lot 2 Qfarm	\$. 51
Joseph Goodenough		Joseph Goodenough	
Block 30, Lot 5.07 Qfarm	\$ 10.83	Block 30, Lot 5.02 Qfarm	\$ 21.66
Block 30, Lot 5.08 Qfarm	\$ 10.83		
John & Mary Lister		John & Mary Lister	
Block 31, Lot 7	\$3,776.17	Block 31, Lot 7.01	\$1,888.09
		Block 31, Lot 7.02	\$1,888.08
Matthew & Barbara Militch		Matthew & Barbara Militch	

A motion was offered by **Committeeman Gable** and second by **Committeewoman DiGiuseppe** to adopt the following Resolution 2013-8-17. Motion carried on a Roll Call Vote, recorded as follows:

RESOLUTION 2013-8-17
RESOLUTION FOR RENEWAL OF MEMBERSHIP IN THE BURLINGTON COUNTY
MUNICIPAL JOINT INSURANCE FUND

WHEREAS, Mansfield Township is a member of the Burlington County Joint Insurance Fund (hereinafter the “**FUND**”); and

WHEREAS, said membership terminates as of January 1, 2014 unless earlier renewed by agreement between the municipality and the **FUND**; and

WHEREAS, the Township Committee desires to renew said membership;

NOW THEREFORE, be it resolved as follows:

1. The Township Committee agrees to renew its membership in the **FUND** and to be subject to the Bylaws, Rules and Regulations, coverage's, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the **FUND**.
2. Arthur R. Puglia, Mayor, shall be and hereby is authorized to execute the “Agreement to Renew Membership” annexed hereto and made a part hereof and to deliver same to the **FUND** evidencing the Township’s intention to renew its membership.

This Resolution agreed to this 28th day of August, 2013 by a vote of

DISCUSSION/ACTION

a. Two Applications for the use of Mansfield Park Permit: Northern Bulldogs 10U and 11U Baseball – August 13, 2013 through December 31, 2013 50/70 Field

Clerk Semus reported that these applications have been approved by the Recreation Committee and they have provided proper insurances.

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

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

b. Signage and Lighting at New Municipal Complex

Mayor Puglia explained there have been concerns about the lighting as you enter the driveway as well as signage. He noted that Public Service could install poles but the cost would be about \$30 a month. **Committeeman Gable** questioned whether there was anything we could do with the existing small lights and whether we could make them bigger. **Mayor Puglia** said he had received complaints. Jef Jones is to be contacted about the existing lights. **Clerk Semus** added that a resident had commented that the signage in the front is not visible or clear enough and, in addition, not fitting for the building. Bigger and clearer signs were suggested. **Deputy Mayor Higgins** said there had been general discussion about signage but we have been pre-occupied with the lighting in the parking lot and the septic system. However it is being discussed and ideas are being generated.

c. Franklin Fire Company #1 Ladies Auxiliary – Use of Township Property for Haunted House Fundraiser.

Mayor Puglia said he spoke to Jef Jones who recommended use of the old municipal building. **Committeewoman DiGiuseppe** said she is against using the new building and was also concerned of personal as well township risk for anyone getting hurt in a township building.

Mayor Puglia questioned insurance coverage. **Committeewoman DiGiuseppe** responded saying insurance would be applied if something happened but it would not cover catastrophic injury or litigation. **Committeeman Gable** said they had something in the old fire house and also on private property. A rider on the insurance was suggested. **Clerk Semus** said she had received a statement indicating the Auxiliary would be covered through the Insurance Policy. Another policy could be purchased by the Auxiliary but that would eat into profit. **Committeewoman DiGiuseppe** stressed that she is not against the fund raiser, she is concerned that, if a child gets hurt and it goes to litigation, you could have catastrophic risk. She wants it on record that she is concerned about the risk. **Committeeman Clark** asked what they plan to do. **Clerk Semus** said they are planning a haunted house with people coming through with individual room to look at or walk through. From the audience, Bob Panacek said a haunted house does not belong in a government building. This request was not approved.

d. Speed Limit on Mansfield Road West

Chief Mulhall was asked about this issue and his recommendation was to gather data using our traffic engineer. The issue was reviewed when Rich Bendel was employed in 2008. The analysis and recommendation at that time was that the speed limit was appropriate. Since a few years have passed, it should probably be reviewed again. It will be the traffic consultant's expertise to review the speed survey, review conditions on the road, the history of motor vehicle accidents and then make a recommendation based on that information. **Clerk Semus** has contacted the traffic engineer who is putting together a proposal for us to do the study. She should have something from him shortly.

e. Accepting of properties from NJTPKE (16 parcels of land)

Attorney Magee said we are not taking them. He said the NJ Turnpike Authority took title to certain portions of land where they made improvements. Now, they want to give the land back to us. In speaking to Tim Staszewski, Len Faiola, and Jef Jones, it is a unanimous NO as we would be responsible for swales, ditches, and improvements. **Attorney Magee** to write letter to Turnpike.

f. Country Walk Park Maintenance Issue

Attorney Magee said Mike Laino from Homestead is responsible for maintenance of the park until the last CO is issued. That agreement was made quite some time ago and based upon a concept plan which didn't make reference to the 800 plus trees that were planted there. As a result, there is a question as to who is going to do what. There have been discussions with the County who is getting involved because they took the lead with us because we didn't want to spend money to prepare a plan. The County prepared the plan which had to go to the Turnpike Authority, the DEP and the Attorney General's Office as part of the No Net Loss Reforestation Program. That is why the trees wound up there. We are in the process of coming to some type of agreement where the County, Developer, and Township will be responsible for certain items in the park. This is an on-going process. In addition a meeting is to be set up for next week including the person who oversaw this. The residents are quite concerned but we are addressing and looking at and, hopefully have a resolution very soon. **CFO Monzo** noted that some of the trees were weed-wacked. He questioned the number of trees thinking it was about 230.

g. Blue Light Permit application approval – Franklin Fire Company Member Michael Vance

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

h. Memo from Harry McVey, re: Transfer of Development Rights

Deputy Mayor Higgins said that several months ago there was a joint meeting between the Planning Board and the Township about the Transfer of Development Rights. He explained that this has been progressing for about the last 10 years. At the meeting concern was expressed and there were accusations that we are not transparent. Many questions had been posed and there were no answers because we never got to that point and we never asked professionals to move to that point. At this point in time, we

have contemplated proceeding and found that the biggest risk of not proceeding is not having a lot of information to make a decision. However, we have told them to move forward. Basically the cost for this additional information could be between \$1,000 and \$1,500 for Harry McVey for planning fees. The significant costs are being incurred by grants we have had with the state but it has been on the back burner waiting for the Waste Water Management Plan to come through. The balance is being paid by the Burlington County Bridge Commission. Based on his conversations, it makes sense to get the additional information so this can be shared with the Committee to see if it is something that the Township can move forward. They have been told to move forward. This will take about 2 ½ months to refine the plans before they can come back to the Committee. **Deputy Mayor Higgins** felt there are certain benefits to the Township, the biggest one which would be a by-pass from Route 206 to Petticoat Bridge Road which would take the major truck traffic off Main Street, as well as other traffic.

i. Designated Parking for Employees

Clerk Semus requested permission to designate certain parking spaces in our lot for Employee parking. We have the signs and now need authority to place them in the lot. **Deputy Mayor Higgins** made a motion to move forward with the designated area between the two doors and to install the signs. Motion second by **Committee DiGiuseppe** and carried.

PUBLIC COMMENT

John Panacek, 46 South Hockey Drive, asked that, when a bond is floated and the funds are needed 8 months down the road, when is repayment made? **CFO Monzo** said we don't borrow money until it is needed. The re-payment schedule is pre-determined based on the Local Bond Law. The principal payment would be paid in the next year. The first interest payment is generally paid 6 months after the issue. Mr. Panacek asked how the term is determined. **CFO Monzo** said it is based on what is included in the bond issue. He further explained the process. Mr. Panacek asked if all the money for this building had been expended or do we still have anticipated cost for this building. Was all the bonding done total? He was told no, it was done piece by piece, based on the need. **Deputy Mayor Higgins** further explained the bond anticipation note which was utilized when the money was needed. These are accumulated over a period of time and you have three years before you have to start paying on the principle. This is done because the cost of the bond could be expensive. Temporary financing is bond anticipated notes followed by permanent financing through a bond. Mr. Panacek asked if we have made any principle payments. **CFO Monzo** said we have made principle payments on what we have borrowed but there is still money to be spent for the police improvements. Since we haven't committed that, we haven't borrowed either. Mr. Panacek's point was his concern for the local purpose tax which has increased 20%. **CFO Monzo** said that was based on the assessment change. Mr. Panacek asked if we are going to have a big hit again next year based. **CFO Monzo** said no as we have already paid 7 years into that payment for the building. The next borrowing will be on the last piece we might need to complete the renovations for the police department. Whatever funds we receive from the old site will be used solely to offset the debt service. Mr. Panacek asked what the possibilities are for the old buildings. **Attorney Magee** said we are exploring the possibilities right now.

Mr. Panacek asked about the access road to Hedding Road, feeling this is important since he felt we should try to avert a collision on Route 206 and noted that White Pine Road is the only road you can't make a left hand turn to Route 206 South but you can at the Shopping Center, Mansfield Road East, Mansfield Road West and the Municipal Building. **Committeeman Clark** said this was a state decision. Mr. Panacek asked the status on the Hedding Road access. **Committeeman Clark** said we haven't had success so far as we are trying to build the road as inexpensively as we can. However, we are trying to do something about it. **Committeeman Gable** added that we sent a resolution to the State Department of Transportation about doing another traffic study out front and he has received confirmation last week indicating they are going to do another traffic study to see if it does warrant a traffic light.

Mr. Panacek asked about a big box store for the Aaronson farm. He was told there is talk of a commercial entity there. However, residents living in the area have concerns. It is being considered.

Myra Dickert, 8 Allister Lane said that, at the June 26th meeting, one of the items noted was that the Engineer had looked at the status of the roads at Four Seasons. She questioned it last month and nothing to date has been done. Her community manager has called the township and those calls have not been returned. Mrs. Dickert asked if anything is happening on this. **Engineer Faiola** said he does not have a report tonight but will have an answer and a return call to her to give her the status. Mrs. Dickert asked him to call the community manager.

Mrs. Dickert referred to a sink hole at Harrington Drive. Someone filled it in with small rocks and never covered. It is sinking again and now, on the other side of the sewer where this is happening, there is another sink hole. He felt that something drastic will happen and there will be a law suit if someone gets hurt. **Clerk Semus** is to inform Jef Jones.

Diane Reed, Sherwood Lane, asked that the same consideration of the impact on the entire community in reference to a big box should be applied when thinking of the taxes. **Mayor Puglia** asked her to get a list of their concerns which can be forwarded to the Engineer and the Planner for them to consider and address the issues.

Craig Kendall said he paid for the batting cages and now they are asking for new ones. He wanted to find out what happened to the money he invested.

Colleen Herbert said the batting cages are up year round. The kids play year round and the wear and tear is worse. Over the years, wear and tear lead to replacement. Money was raised through sponsorship so it is not a tax burden.

Mr. Kendall asked about the bridge on Aaronson Road which had been fixed by the county when it collapsed. He goes out there every day and noted that the bridge is narrow and big trucks use the bridge. He felt the Police should pay more attention to these trucks coming and going down this road and he didn't think they should be using the road as they are part of the Manheim operation.

Colleen Herbert, 2 Millennium Drive, spoke to the Committee about Jef and how much they love him in Recreation. She felt he is wonderful for our township and thanked him for everything he does. People have no clue as to how much Jef works and what he does. She wanted to thank him in person as he is awesome.

Colleen spoke about prior conversations about Northern Burlington and all of the traffic in the mornings. Things are changed this year and she thanked whoever had anything to do with the changes. In addition Colleen asked how many police officers we have now and requested this information for the next meeting when purchases are being anticipated. She spoke of the Home and School doing a Fun Fair and suggested that the Ladies Auxiliary team up with them to possibly have a big fund raiser.

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

MAYOR AND COMMITTEE COMMENTS:

Committeeman Clark said he would like to see some progress on the access road. It should be ready when Hedding Road opens again when the bridge is completed. We will have a new fire truck and we don't want them pulling out onto Route 206 if we can help it. We need to find some donations as far as millings. **Engineer Faiola** said he would ask some contractors. **Attorney Magee** asked what type of product would be appropriate. He was told some millings off a milling job as it would be less likely contaminated.

Committeeman Gable said he would like us to firm up the plan for the police and sanitation part of the facility. He thanked the residents for their input.

Committeewoman DiGiuseppe thanked all for coming as we love to see the room filled. She especially wanted to thank Chief Goodenough for the conversations they have had and for enlightening her. She hopes they all enjoy their new fire truck.

Deputy Mayor Higgins agreed with **Committeeman Gable** about the next phase of the building thinking the final design was approved although we need verification. **CFO Monzo** suggested that we go out for an Engineering and/or Architectural proposal to complete the facility. He asked that this be included on the agenda for the next meeting.

Mayor Puglia wished all a safe holiday.

Chief Goodenough thanked the Committee for their work in acquitting the fire truck saying they greatly appreciate it.

MOTION TO ADJOURN

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

PREPARED BY:

RESPECTFULLY SUBMITTED BY:

Barbara A. Crammer
Deputy Clerk

Linda Semus, RMC
Municipal Clerk