

**TOWNSHIP OF MANSFIELD
BURLINGTON COUNTY
MEETING MINUTES
SEPTEMBER 25, 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 Clark** and second by **Committeeman Gable** to go into executive session by adoption of the following Resolution. Motion carried.

RESOLUTION 2013-9-1

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 on-going 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, Tim Staszewski, CFO Joseph Monzo, Tax Assessor Robin Bucchi, Attorney Michael Magee, Clerk Linda Semus, and Deputy Clerk Barbara Crammer.**

A motion was offered by **Deputy Mayor Higgins** 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.

BURLINGTON COUNTY JOINT INSURANCE FUND: Renewal Presentation Visit: Paul Miola and Tim Irons Appearing

Mr. Miola distributed materials relating to the Joint Insurance Fund. He referred to page 2 indicating we are in contortion with other municipalities in Burlington County who pull their resources together to save money on the fire, liability and workmen's compensation insurance. This is a shared service with 22 other municipalities in

Burlington County. The rates and overhead are kept low. There are no contributions to surcharges that other insurance companies have in New Jersey. He felt that what makes JIF work is because we are in the program with the neighbors who are all working in the same direction trying to keep costs as low as possible. It is a member driven organization with decisions being made locally. All of the professionals are local and available to work with the township. There are specialized programs geared to keeping the municipality up with all of the necessary regulations required in the work place as well as updates for compliance to environmental regulations. Training is done locally. He spoke of specialized programs and indicated the township received about \$7,000 in additional benefits from JIF including the optional safety budget and the awards from the safety incentive program. They are a risk management organization who gives guidance when there are issues to be addressed. They work closely with Tim Irons, our Insurance Representative to make sure everything is working for the benefit of Mansfield Township. He noted that claims do occur and when that happens, they act quickly to make sure the employees get the best medical care. The adjustors live in South Jersey and they do pay attention to the claims. If a law suit is filed, JIF provides the best attorneys to fight back and make sure the Township is protected. Mr. Miola explained an additional coverage this year called Cyber Liability which is to cover the possibility of someone breaking into the computer system and steals the employee's ID's as well as Social Security Numbers, etc. Another item built into budget for the coming year is to have a review of our system to make sure thieves can't crack into the system and steal the information. JIF has open public meetings held on a monthly basis and all minutes, schedules, agendas, etc are posted on the website indicating transparency. In addressing the budget history, he said it is low single digit and expect a flat budget going into 2014. Mansfield will probably be looking at a flat renewal premium. He noted that every penny not spent on claims gets returned to the member towns. There is no profit in JIF as all the money comes back to the towns. He said Mansfield Township has collected over \$250,000 in dividends from JIF based on our participation, safety and safety of the fellow towns. JIF is stable financially and, in fact, have a surplus if there is a rainy day. They are proud of their organization and thanked Mansfield for our membership. He thanked **Committeeman Gable** for his participation as our Fund Commission and Safety Coordinator. He thanked **Clerk Semus** for the hard work she does as Claims Coordinator and **Tim Irons** who is always looking out for Mansfield. He thanked the Committee for having him in attendance this year and offered to answer any questions.

Clerk Semus said there is an employee they would like to hire who is a student from another school. She asked if we need any kind of indemnification or is their coverage clear enough to hold Mansfield harmless. Mr. Miola suggested reviewing the contract between Mansfield and the school. He felt there should be some sort of agreement spelling out who is responsible for what. If the Township is going to be responsible for any injuries to the student, it should be indicated in the agreement. He asked if we are paying the student and, if so, they are an employee of the township. **Clerk Semus** indicated that there is no salary as it is a volunteer position. Mr. Miola said that, if this student will be participating in ride-alongs, there are certain guidelines for that and said he would provide some information to help. He also spoke of an intern program in JIF where the township would be reimbursed at the rate of \$10 an hour for the student's time in the town up to \$1,000. This could help defray personnel costs in the department.

Clerk Semus is to contact Mr. Miola.

Paul Miola and Tim Irons were thanked for their attendance at the meeting.

PROCLAMATION

The following resolution was read by **Clerk Semus**.

PROCLAMATION "PUT THE BRAKES ON FATALITIES DAY OCTOBER 10, 2013"

WHEREAS, Across the nation, traffic crashes caused approximately 34,000 fatalities in 2012, and are the leading cause of death for young people ages 15 to 34; and

WHEREAS, In New Jersey, 589 individuals lost their lives in traffic crashes in 2012; and,

WHEREAS, Alcohol-related crashes accounted for 27 percent of the State's traffic fatalities,

while 26 percent of all fatal crashes involved traveling at unsafe speeds; and,

WHEREAS, Motorcyclists, bicycle riders and pedestrians face increased risks on New Jersey's roadways, as people opt for alternative modes of transportation; and,

WHEREAS, 70 motorcyclists, 14 bicyclists and 163 pedestrians were killed in New Jersey in traffic-related crashes in 2012; and,

WHEREAS, Safer driving behaviors such as buckling up, every ride; obeying posted speed limits; stopping for pedestrians in crosswalks and using crosswalks when walking; avoiding aggressive driving behaviors; never driving impaired; wearing proper safety gear when riding a motorcycle or bicycle, and, focusing solely on driving by avoiding distractions, can dramatically reduce the number of traffic-related injuries and deaths;

NOW, THEREFORE, BE IT RESOLVED THAT, the Township Committee of the Township Of Mansfield, County Of Burlington, State of New Jersey hereby proclaims October 10, 2013, Put the Brakes on Fatalities Day®, and call upon everyone to put these lifesaving behaviors into practice to improve safety on the roadways in our community and throughout the State.

BE IT FURTHER RESOLVED that this recognition and acknowledgment shall be made a part of the permanent record of the Township of Mansfield.

GIVEN UNDER THEIR HAND AND SEAL OF THE TOWNSHIP OF MANSFIELD THIS 25th day of September, 2013

TAX REASSESSMENT: Robin Bucchi, Tax Assessor

Mayor Puglia said that, at the last meeting, he said he would try to have Professional Property Appraisers, Inc., who did the outside field work for the reassessment to be in attendance. Although they were unable to appear, they did mail a letter to **Robin Bucchi, Tax Assessor**. She read the letter in its entirety as follows:

“We are aware that there are a few residents that may have an issue with their 2013 assessment in Mansfield Township. As you know, we assisted your office with the date collection phase of the reassessment for the 2013 Tax Year. Unfortunately, we cannot answer any questions pertaining to the valuation process due to the aforementioned.

If you need any assistance with inspections or data related matters, please do not hesitate to contact our office”

Assessor Bucchi said she has heard from the state during the complaint process and has received a verbal although nothing in writing yet.

Tony Quinto, 27 Waverly Drive, asked if **Assessor Bucchi** can offer any comment on what the state said verbally. She said she was not sure she is at liberty to give than answer because the person who filed it needs to be notified. As soon as we get the letter, it will become public record.

ORDINANCES

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.

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

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

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

ORDINANCE 2013-9

**AN ORDINANCE TO AMEND ORDINANCE 2005-8
 OF THE TOWNSHIP OF MANSFIELD TO ADDRESS
 LIMITATIONS ON POLITICAL CONTRIBUTIONS**

**BY MUNICIPAL VENDORS; ADOPTING AN ANTI-NEPOTISM
POLICY; AND LIMITING THE ACCEPTANCE OF GIFTS
BY PUBLIC OFFICIALS**

WHEREAS, by enactment of the Local Government Ethics Law, N.J.S.A. 40A:9-22.1 et seq., in 1991, the New Jersey Legislature established a Code of Ethics to be honored and followed by local elected and appointed public officers and employees, and as a result of same, the Township of Mansfield enacted Ethics Regulations to regulate the conduct and affairs of public employees and officials in a fashion which would respect the integrity of the offices held, and allow the public to have confidence in the honor and integrity of the individuals holding said offices and positions; 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

WHEREAS, the Township Committee has also determined to initiate prohibitions against the hiring of employees related to Elected Officials, Department Heads, Managerial Executives and Supervisory Employees;

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

ARTICLE I. RENUMBERED SECTION. Section 17B-6, entitled, "Enforcement", is hereby amended to renumber said Section as 17B-10.

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

§ 17B-8. ANTI-NEPOTISM POLICY.

A. Elected Officials, Department Heads, Managerial Executives and Supervisory Employees. Any person who is a member of the immediate family of an Elected Official, Department Head, Managerial Executive and Supervisory Employee shall not be appointed, hired, employed or permitted to work for the municipality in any position.

B. Existing Employees. If any existing employee of the Township becomes subject to this policy as a result of the election of a relative, or because of changes in marital, domestic partner/cohabitant or relationship status, one of the related persons must resign their position within ninety (90) days. During the 90-day period, non-related supervisory person(s) shall be assigned to supervise the related employee.

It shall be the affirmative duty of a related Elected Official, Department Head, Managerial Executive, or Supervisory Employee to immediately disclose any circumstances which may constitute a violation of this policy. Failure to do so will result in appropriate disciplinary and/or legal action.

C. Definitions. "Immediate Family" means the spouse and/or dependent child of a local government officer or employee residing in the same household, (N.J.S.A.40A:9-22.4i); any relative residing in the same household; and/or any living arrangement among unmarried persons substantially similar to that of a marital relationship, regardless of either person's gender.

§ 17B-9. SOLICITATION OR ACCEPTANCE OF GIFTS. No candidate for office, appointment or employment and no officer, appointee, or employee in any municipality shall directly or indirectly give or promise any person any office, position, employment benefit or anything of value for the purpose of influencing or obtaining the political support, aid, or vote of any person, under the penalty of being disqualified to hold the office or employment to which he or she may be or may have been elected or appointed.

ARTICLE III. REPEALER, SEVERABILITY AND EFFECTIVE DATE.

D. Repealer. Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.

E. 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.

F. 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 **Deputy Mayor Higgins** to introduce Ordinance 2013-9 and hold the public hearing on October 9, 2013. Motion carried.

ORDINANCE 2013-10

**AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, IN
THE COUNTY OF BURLINGTON, NEW JERSEY, PROVIDING
FOR THE ACQUISITION OF VEHICLES FOR THE POLICE
DEPARTMENT IN THE TOWNSHIP OF MANSFIELD AND
APPROPRIATING \$90,000 THEREFOR, AND PROVIDING
FOR THE ISSUANCE OF \$85,500 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 \$90,000 including the sum of \$4,500 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 \$85,500 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 two (2) sport utility vehicles for the Police Department, including all work and materials necessary therefor or 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 5 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 \$85,500, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An amount not exceeding \$2,000 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.

A motion was offered by **Committeeman Gable** and second by **Committeeman Clark** to introduce Ordinance 2013-10 and hold the public hearing on October 9, 2013. Motion carried.

AYE: GABLE, CLARK, HIGGINS, DIGIUSEPPE, PUGLIA

NAYS: NONE ABSENT: NONE ABSTAIN: NONE

**ENGINEER'S REPORT
ENGINEER'S REPORT**

Engineer Staszewski said the Township was awarded the 2013 Community Block Grant for additional improvements to the municipal building for ADA accessibility. He had provided a proposal the end of August for construction documents for the work. Mr. Staszewski requested a motion for authorization on the proposal for automatic door openers on the Administrative side, and handicapped ramps, signage, and striping in the parking lot and what ever would be consistent with the next phase of Police/Public Works area. A motion was made by **Committeewoman DiGiuseppe** and second by **Deputy Mayor Higgins** to authorize Remington & Vernick to prepare construction documents for bid consistent with the grant application. The cost for this would be \$4,650. The motion was carried on a Roll Call Vote, recorded as follows:

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

Engineer Staszewski said they prepared a concept plan for the build out of the parking lot. He felt this is a good time to reconvene on the concept with Jef Jones. **Committeeman Gable** felt that this maybe this should be delayed because of changes to the septic field. **Mayor Puglia** said a meeting will be held on Friday with the County in regard to the septic. We can move forward after that.

Committeeman Gable felt we should move forward on the Police Department. **Engineer Staszewski** said that, if there are no additions or revisions to the concept for that portion of that building, he felt it was ready for RFP.

A motion was offered by **Committeeman Gable** and second by **Deputy Mayor Higgins** to amend the agenda.

A motion was offered by **Committeeman Gable** to go out for RFP for architect for the next phase for the police and public works portion of the facility. Motion second by **Deputy Mayor Higgins** and carried on a Roll Call Vote, recorded as follows:

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

Engineer Staszewski told the Committee that the Turnpike authority had applied for a road permit for Mill Lane for additional work on the structure over Mill Lane. This means they will close one half of the road sometime in the near future. It will be one lane of traffic and this will occur during the day.

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

BILL LIST

A motion was offered by **Deputy Mayor Higgins** and second by **Committeeman Gable** to amend the agenda. Motion carried.

Deputy Mayor Higgins explained that we have no lights outside. We had installed the light poles in the hopes that the existing wiring would work. However, it has not worked. Therefore, we went out for quotes to replace the conduits and wiring. Upon receiving three quotes, the lowest one was Norcross Electric for \$5,800. A motion was offered by **Deputy Mayor Higgins** and second by **Committeeman Gable** to add this bill to the bill list. Motion carried on a Roll Call Vote, recorded as follows:

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

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

AYE: HIGGINS, CLARK, GABLE (see below), **DIGIUSEPPE, PUGLIA**
NAY: NONE ABSENT: NONE ABSTAIN: GABLE (on #1962)

MINUTES: August 28, 2013

A motion was offered by **Committeeman Gable** and second by **Committeeman Clark** to approve the minutes of the August 28, 2013 meeting. Motion carried.

REPORTS: Clerk, Court, Construction, Tax, Police, Finance, EMS, Historical Society, COAH, Zoning

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

RESOLUTIONS

Mayor Puglia explained that we will have a new trash hauler in November as we are privatizing. **CFO Monzo** explained we put out a bid two months ago with the help of an organization we had contacted, Trash Pro. Six bids were received on September 3rd, the lowest responsible bidder being Garden State Removal Company. They bid based on a per unit, per month cost based on 3,665 residential pick-up units. It will be a three year contract with year one being \$4.42 per month/per unit, year two being \$4.45 per month/per unit and year three being \$4.53 per month/per unit. At the end of the three year contract, we will be required to bid the services again. The Consultant who helped with the bidding recommended awarding the contract to the lowest responsible bidder which is Garden State Removal Company, scheduled to start November 4, 2013.

A motion was offered by **Committeewoman DiGiuseppe** and second by **Committeeman Clark** to approve the following Resolution 2013-9-2. Motion carried on a Roll Call Vote, recorded as follows:

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

RESOLUTION 2013-9-2

RESOLUTION AWARDING A CONTRACT TO EXCLUSIVE SERVICES AND MAINTENANCE COMPANY D/B/A GARDEN STATE REMOVAL COMPANY FOR RESIDENTIAL SOLID WASTE AND RECYCLING COLLECTION SERVICES

WHEREAS, the Township of Mansfield has advertised for bids for residential solid waste and recycling collection services and bids were received on September 5, 2013; and

WHEREAS, the lowest responsible bidder was Exclusive Services and Maintenance Company, d/b/a Garden State Removal Company, 1961 Jacksonville- Jobs own Rd, Springfield, NJ 08022 for Solid Waste Collection in accordance with the terms and conditions included in the bid specifications; and

WHEREAS, the bids were reviewed by the Director of Public Works, Purchasing Agent and Trash Pro (the Townships trash bid consultant) and same were found to be in order; and

WHEREAS, Trash Pro has recommended that a contract be awarded to Exclusive Services and Maintenance Company, d/b/a Garden State Removal Company, for Solid Waste Collection and in accordance with the specifications and their proposal as set forth in the annexed Schedule A; and

WHEREAS, the bid specifications indicated that the Township of Mansfield would award a contract for up to a period of three years; and

WHEREAS, the contract is to run from November 4, 2013 to November 3, 2016; and

WHEREAS, the availability of funds is contingent upon adoption of the temporary and permanent budgets for the years 2013, 2014, 2015, 2016 and

WHEREAS, certification of availability of funds will be provided by the Township Chief Financial Officer, following adoption of said budgets;

NOW, THEREFORE, BE IT RESOLVED on this 25th day of September, 2013, by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, that:

1. A contract for three years, commencing November 4, 2013, be and is hereby authorized with Exclusive Services and Maintenance Company, d/b/a Garden State Removal Company for collection of solid waste in accordance with the terms as set forth above and in the contract documents.

2. The Township Committee hereby awards a Contract to Exclusive Services and Maintenance Company, d/b/a Garden State Removal Company, in accordance with the specifications and their proposal as set forth in the annexed Schedule A.

3. This expenditure, subject to the adoption of temporary and permanent budgets for each contract year, shall be charged to the appropriate accounts at the time services are needed and prior to liability being incurred.
4. The Purchasing Officer is authorized to return the contract document fee and bid bonds to those qualified bidders who are entitled to a refund in accordance with the bid specifications.
5. The Township Clerk and Mayor or his designee be and are hereby authorized to execute the contract.

Mayor Puglia said the next resolution is for a new rescue truck for the fire company as the present truck is about 15 to 16 years old. Usually after 10 years, they require a new truck and we didn't do it so now it is time. **CFO Monzo** said we put a bid out and as a result, we had one responsible bidder which was Pierce Manufacturing. They gave us a base bid with three alternates based on when we award the contract as the rates go up October 1st, and whether we pay a partial amount of the contract before delivery. We have decided to pay a partial amount of the contract before delivery which brings the price of the vehicle down to about \$698,000. We adopted a bond ordinance at the last meeting for upwards of \$750,000. We will not be using all of the money but will send a deposit tomorrow to secure the pre-October 1 price increase.

A motion was offered by **Deputy Mayor Higgins** and second by **Committeeman Clark** to adopt Resolution 2013-9-3. Motion carried on a Roll Call Vote, recorded as follows:

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

RESOLUTION 2013-9-3
RESOLUTION AWARDED CONTRACT FOR ACQUISITION OF A FIRE TRUCK BY THE TOWNSHIP OF MANSFIELD FOR THE FRANKLIN FIRE COMPANY

WHEREAS, the Township of Mansfield desires to acquire a fire truck, which exceeds the prevailing bid threshold:

WHEREAS, a proposal submitted by the following bidder was received and is the lowest responsible bid that complies with the Franklin Fire Company's specifications:

VENDOR: Pierce Manufacturing, Inc.

ITEM: Fire Truck

COST: \$698,801.00

WHEREAS, the Chief Financial Officer, Joseph P. Monzo, has determined that sufficient funds are available through an appropriation of \$ 698,801.00 and providing for the issuance of a note by the Township of Mansfield to finance same; and

WHEREAS, the vehicle is to be titled to the Township of Mansfield.

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 Pierce Manufacturing, Inc. for the acquisition of a Fire Truck in accordance with Franklin Fire Company's specifications and their proposal in the amount of \$698,801.00.

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 Pierce Manufacturing, Inc. to purchase the specified item under Contract.

3. The vehicle is to be titled to the Township of Mansfield.

4. This award is made available through the following account: 04-215-20-137-790

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

Mayor Puglia explained that the following resolution clarifies the payment method for the court personnel for calls at night when not on duty. This is a money savings procedure.

A motion was offered by **Committeeman Clark** and second by **Committeewoman DiGiuseppe** to adopt Resolution 2013-9-4. Motion carried on a Roll Call Vote, recorded as follows:

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

RESOLUTION 2013 -9-4
RESOLUTION AMENDING COMPENSATION FOR ON-CALL CALL-OUT DUTIES

WHEREAS, the Court Administrator and Deputy Court Administrator are authorized to perform particular specialized on-call duties of the Municipal Court Judge, including finding probable cause for a

complaint to issue, setting bail, signing complaint warrants and issuing commitments to jail and releasing a defendant on his own recognizance; and

WHEREAS, the Court Administrator and Deputy Court Administrator are required to provide the on-call call-out service on a 24 hour basis by phone call and fax. The Court Administrator and Deputy Court Administrator alternate on a two week basis and provide this service outside the normal work week; and

WHEREAS, the Township has determined that it is in its best interests to modify the compensation for both the Court Administrator and Deputy Court Administrator while providing the service; and

WHEREAS, the Court Administrator is an "Exempt" salaried employee, and thus is not eligible for overtime pay; and

WHEREAS, the Deputy Court Administrator is a "Non-Exempt" hourly employee.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey that the Court Administrator is to receive an annual salary increase of \$2,179.33 to compensate for on-call duties, and the Deputy Court Administrator is to be compensated at a rate of \$30 per call.

Mayor Puglia explained that the purpose of the following resolution is to authorization of police cars.

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

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

RESOLUTION 2013 -9- 5

RESOLUTION AUTHORIZING THE SALE OF SURPLUS PROPERTY

WHEREAS, the Township Committee has found that certain motor vehicles 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 vehicle be disposed of by auction:

- 1998 BMW 540 VIN: WBADE632XWBW60480 Re-Title

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

Mayor Puglia said the following resolution explains the future receipt of the tree project from the turnpike. In this phase, we hope to get some equipment to help maintain the trees we received. This is the third and final phase. We have many trees planted in the township and we also gave some to the county.

A motion was offered by **Committeeman Gable** and second by **Committeeman Clark** to adopt Resolution 2013-9-6. Motion carried on a Roll Call Vote, recorded as follows:

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

RESOLUTION 2013-9-6

RESOLUTION TO AMEND THE SHARED SERVICES AGREEMENT BETWEEN THE COUNTY OF BURLINGTON AND THE TOWNSHIP OF MANSFIELD REGARDING PHASE III OF THE REFORESTATION PROJECT

WHEREAS, pursuant to Resolution No. 2011-00158 adopted on March 23, 2011, the Burlington County Board of Chosen Freeholders ("the Board") authorized entering into a shared services agreement with Mansfield Township to provide for the preparation of planting plans and bid documents and the installation and maintenance of trees available to Mansfield Township through grants from the New Jersey Turnpike Authority and the New Jersey Department of Environmental Protection; and

WHEREAS, pursuant to the "No Net Loss Reforestation Act", N.J.S.A 13:1L-14.2 *et seq.*, the Township of Mansfield (the "Township") is entitled to receive \$1,112,114 in Phase III grant funding from the New Jersey Department of Environmental Protection in compensation for deforestation of land within the Township resulting from the New Jersey Turnpike Authority's roadway widening project; and

WHEREAS, the New Jersey Department of Environmental Protection has authorized the reallocation of the unused balance of previous Phase I and II “No Net Loss” grant funds for additional tree plantings and/or purchase of maintenance equipment for said trees; and

WHEREAS, the Township has executed an agreement with the New Jersey Department of Environmental Protection which provides for the planting of at least 3,707 trees in and around Mansfield Township, at County and municipal park facilities and the JBMDL site within Burlington County in accordance with an approved planting proposal (the “Reforestation Project”); and

WHEREAS, the Township has expressed a desire to partner with the County for implementation of the Reforestation Project; and

WHEREAS, the County and Township desire to execute Amendment #1 to the Shared Services Agreement to define more clearly the responsibilities and obligations of the County and the Township in completing the Phase III Reforestation Project; now, therefore, be it

RESOLVED by the Burlington County Board of Chosen Freeholders that Amendment #1 to a Shared Services Agreement between the County and the Township of Mansfield setting forth the terms and conditions of the agreements regarding the Phase III Reforestation Project be hereby approved subject to approval as to final form by the Burlington County Solicitor; and, be it

FURTHER RESOLVED that the County Administrator is hereby authorized to sign, seal, execute and deliver the subject Agreements between the County and the Township of Mansfield in accordance with the Rules of the Board.

A motion was offered by **Committeewoman DiGiuseppe** and second by **Deputy Mayor Higgins** to adopt Resolution 2013-9-7. Motion carried on a Roll Call Vote, recorded as follows:

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

RESOLUTION 2013-9-7

A RESOLUTION APPOINTING A PART-TIME VIOLATIONS CLERK FOR THE MANSFIELD/SPRINGFIELD MUNICIPAL COURT OFFICES

WHEREAS, the Mansfield/Springfield Municipal Court Office is in need of part-time Violations Clerk employee at this point in time; and

WHEREAS, an application for said position was received from **SABRINA PERKINS**; and

WHEREAS, **SABRINA PERKINS** was interviewed by Colleen Guarrera, Court Administrator, and was found to meet the qualifications that best meet the needs of the department.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey at their regular meeting held on September 25, 2013 at the Municipal Complex at 7:30 PM that **SABRINA PERKINS** is hereby appointed as a part time Violations Clerk employee at the rate of \$15.00 per hour, effective September 26, 2013, with a work schedule of one full work day, 8:00 am to 4:30 pm on Thursday Court Day and one half day from 9:00 pm to 1:00 pm on Fridays. Said position is without health benefits, vacation, sick or holidays.

A motion was offered by **Deputy Mayor Higgins** and second by **Committeeman Clark** to adopt Resolution 2013-9-8. Motion carried on a Roll Call Vote, recorded as follows:

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

DISCUSSION

a. Peddlers, Hawkers, Solicitor ordinance amendment

Attorney Magee said he was requested to look into our current ordinance and what we could and couldn't do regarding peddlers and solicitation. He said that his research indicates that one of the options the municipality can exercise is to put a provision in the ordinance that states residents, if they so elect, can become a part of a no solicitation list and, if anyone applies for a permit or license to solicit in Mansfield, they would be provided with the no solicitation list. In the event someone on the list was contacted and a complaint were to be filed, it would go to the municipal court and would be treated as a municipal violation. However, the township would have to be very careful in how the enforcement was carried out as the township, in turn, could be sued and be responsible for their attorney's fees. **Attorney Magee** will review the ordinance very carefully and make a recommendation to the committee either at the next meeting or the meeting after that in terms of what he thinks would be appropriate and one that would withstand any challenge we might get based upon the current state and federal law. **Attorney Magee** also suggested the possibility of having no solicitation signs placed on the property of those who wanted to take part in this. **Attorney Magee** will make a recommendation to the committee within the next 30 days.

b. Traffic Study, Mansfield Road West.

Clerk Semus said this is a continuation of a request from a resident with regard to decreasing the speed limit on Mansfield Road West. The Chief of Police did a speed survey and concluded, in a report, that the speed limit is properly established at the 50mph per his investigation done under crash data, speed surveys, etc.

c. Single Stream/Recycling Carts

CFO Monzo noted that the County is going single stream starting next spring. If a property owner has a blue bucket now and a second blue bucket is needed, the property owner is required to contact the County by September 30th. An additional blue bucket can be ordered on line at no additional cost. The current bucket for bottles and cans can be discarded. With respect to Homestead who did not take the blue buckets originally. They will now be required to have a blue bucket which will have to be ordered from the county. **Clerk Semus** said the Homeowners Association is having a meeting tonight where they will explain what is necessary and that they will have a choice between the three different sizes. **CFO Monzo** explained that the Township is responsible for the cost of the fair share with the County which is half the cost over a three year period. The cost comes from the recycling tonnage grant money, thus it is not a municipal budgetary cost. If a bucket is not ordered by September 30, the resident has to pay for it individually.

d. Farmland Preservation

Mayor Puglia asked if anyone on the Committee have any farms they would like the County to consider for farmland preservation. **Clerk Semus** said the County has provided a list of eligible farms and we need to respond to them, in writing, no later than November 15th. We would have to concur that these are the farms we would like in farmland preservation if we can afford it. **Attorney Magee** cautioned the Committee that we have gone on record the past few times carefully stating that, while we support the concept of farmland preservation, we have no funds to pay for it. Any response that goes back to them should reflect that. **Deputy Mayor Higgins** clarified the list as a list of farms they would like to preserve. If the County decides to purchase any farm, they would have to come back to the township. Since we have debt outstanding on previous projects so, recently we have told the County we just can't float bonds for additional farmland preservation. We can state that we concur with their listing but he doesn't want to make any type of commitment. **Attorney Magee** is to write a response and present it to the Committee at the next meeting for their approval.

e. Application for use of Mansfield Township Parks Permit – Ideal Nutrition-contact person: Maureen Mageski – Basketball Courts or area next to concession stand, 5:30am to 6:30am and 6:00pm to 7:00pm, Sept 16, 18, 20, 23, 25, 27, 30, October 2, 4, 7, 9, 11, 21, 23, 25, 28, 30, November 1, 4, 6, 8, 11, 13, 15 (exercise)

The Recreation Committee submitted a memo requesting that we deny the request as they are not sure of their own schedules and also Ideal Nutrition is a “for profit” organization. They would like the Committee to hold off on this request.

Deputy Mayor Higgins commented that he agreed with the Recreation Committee as these facilities are for our tax payers and that should be our first priority. **Committeewoman DiGiuseppe** agreed.

A motion was offered by **Deputy Mayor Higgins** and second by **Committeewoman DiGiuseppe** to deny this request. Motion carried on a Roll Call Vote, recorded as follows:

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

f. Application for the use of Mansfield Park Permit – Columbus Home and School Association, Sunday, September 29, 2013 from 9am to 5pm, Entire Park – Rain Date: October 6, 2013.

Clerk Semus said they have been approved for this date but they had omitted the rain date of October 6th. This request is for the October 6th rain date.

A motion was offered by **Committeeman Gable** and second by **Deputy Mayor Higgins** and carried.

g. Application for the use of Mansfield Park Permit – Northern Burlington High School football Club, Bonfire on October 18, 2013 from 6pm to 10pm

Clerk Semus said the Recreation Committee has no issue with this request and they have the proper insurance.

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

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

h. Country Walk Park

Mayor Puglia said, due to some issues at this park, a meeting was held. **Attorney Magee** explained that he, **Committeeman Clark**, **Committeewoman DiGiuseppe** and **Jef Jones** met with the County people who planted the trees and with Mike Laino who is currently responsible for maintaining that park pursuant to an agreement he has with the township that required he maintain it based on a concept plan that was attached until he sells the last house at Country Walk. The Committee walked the entire property. **Attorney Magee** said the third round we are applying for on the No Net Loss Reforestation is for some equipment, specifically a lawn mower which will be capable of handling the additional mowing that will be required between some of the trees. The County pointed out that, when they developed the plan for this park, there were certain areas where trees were planted that did not anticipate maintenance as they felt that, in the basin area, the growth between the trees would go back to a natural state. However, there are areas in need of improvement. **Committeewoman DiGiuseppe** took many pictures which showed what is being cut now which hadn't been cut. **Jef Jones** was satisfied, in certain areas, what Mr. Laino was doing although some areas need improvement because the machine did not fit between the trees. This maintenance will fall upon us. This is understood by **Jef Jones**. **Committeewoman DiGiuseppe** felt it does look better. The County is taking care of the mulching and weeding. It had been acknowledged that the area backing up to the resident's property was a problem area and one that **Jef** was going to have our maintenance people pay attention to. We want it to look nice while minimizing what we have to do in terms of extra labor. **CFO Monzo** felt progress had been made the past couple of weeks.

d. American Water/DEP

Committeewoman DiGiuseppe looked into the process of supplying public water to this building. Currently the water is deemed to be not drinkable and has a foul odor. In doing research, she had a discussion with NJDEP Bureau Chief of Water Quality and Well Permitting. She found out that the well furnishing water to this building falls under the Non-community public system which is regulated by the County. The State agency she spoke to informed the County of her call and their conversation. **Committeewoman DiGiuseppe** was told that the Township must make a request, for connection to public water, to the County Freeholders and the Office of Public Advocacy of the Lieutenant Governor's Office. If we want to have public water in this building, the Township Committee has to write to the Freeholders and the Lieutenant Governor's Office to determine whether our request would be consistent with the adopted local county and state planning initiatives. The County would then follow up with the Township regarding the property classification and water quality sampling of the existing water source. The Bureau chief informed that the county would provide the water testing. When she spoke to NJ American Water, **Committeewoman DiGiuseppe** was told that the township had petitioned the DEP and was granted a re-designation of the entire town. He asked for proof of this but never received a response. The representative from NJ American Water said that, if he received something in writing from DEP that

provides this proof, he would be happy to get the ball rolling on a new service. Subsequently, the DEP Bureau Chief forwarded a copy of a letter dated December 12, 2012, that relaxes the restrictions which outlines the County support but it only included two parcels along Route 206 and the County Fair Grounds. It does not include this building. After speaking with **Engineer Staszewski**, he e'mailed her that the NJ American Water Franchise Area map was included with the Township's Wastewater Plan Amendment. It is his understanding that this amendment allows water connection to the municipal complex with the adoption of the amendment and, if the water main extension is less than 3,000 linear feet and if the usage is less than 12,000 gpd, **Committeewoman DiGiuseppe** was told that the township may only have to contact NJ American Water rather than the DEP. **Committeewoman DiGiuseppe** said we need to know what we have to do and who we have to contact. The December 12, 2012 letter informs that the areas of relaxation and restrictions approved for water were done so because supply water to the parcels does not increase the likelihood of additional development in the surrounding area. The surrounding areas are not included in the future sewer service areas because lands along 206 corridor in the southern portion of Mansfield are predominately preserved. The County, in conjunction with DEP, directed that NJAW provide sufficient water to meet the water supply requirements of the referenced parcels. **Committeewoman DiGiuseppe** said she felt the township needs to know who we contact and what do we do to get potable and safe drinking water for this building. Because of that, we are paying for bottled water. **Committeewoman DiGiuseppe** said she is researching this to see how we can possibly get water into this building.

Deputy Mayor Higgins felt that what **Committeewoman DiGiuseppe** is doing is more important than just drinking water because, if we get city water here, it helps us with our fire. **Committeeman Gable** felt this is something we need to do as soon as possible because, right now, there are issues with the fire pump for the sprinkler system for this building. There is also an issue with the oil tank that runs the fire pump that is located over top of the pond. This is overdue and we need to try to get it taken care of as soon as possible.

Engineer Staszewski felt we are under the 3,000 feet. In addition, we need to determine the build out of this structure to determine whether we are under the 12,000 gallons. We also need concurrence of the Freeholders. Now, we should reach out to the Freeholders Office and NJ American Water. **Committeewoman DiGiuseppe** said she would draft a letter in conjunction with **Engineer Staszewski**.

PUBLIC COMMENT

Judy Harrison, Mansfield Road West, wanted to go on record saying that, as recently as Monday, a school bus came in contact with a tractor warning sign when it was heading west bound and a car was coming east bound. The bus eased over and came in contact with the sign. She said that, if you feel the road is safe, wonderful.

Myra Dickert, 8 Allister Lane, thanked the Committee for taking action on sending in a crew for road repair at Four Seasons. She said it is very much appreciated.

Jim Soden, 4 Lantern lane said he spoke to the Committee at the last meeting about the lighting at the entrance way to this facility. He was pleased to see that the entrance off Hedding Road has been started and this will be a big help. He said he had a hard time finding the entrance coming off Route 206. He asked if anything is being done for lighting. We need a significant street light, not just post lights on each side of the road. It is difficult to see. He felt it is an accident waiting to happen and he hopes our insurance is paid up-to-date. **Mayor Puglia** said he spoke to Jef Jones to see if we can get poles with lights on each side.

Ray Stupienski, 493 White Pine Road, said he was at the Planning Board meeting on Monday when public comment was not received. Since he might not be able to make the next Planning Board Meeting, he wanted to comment on them as they are township issues. He said he has owned property in the township since 1986. In 1990, NAK bought the Aaronson Farm and we know, even then, that it would be commercial. About 10 years ago when he served on the Planning and Development Committee, they worked on

ordinances and tried to develop ordinances that would protect the residents in the township when the tract was built as well as other commercial tracts. He attended two of the sessions that the developer had with the residents from the area. The developer had said that they didn't read in the ordinance that a buffer was required between the commercial development and the residential development. It was stated at the Planning Board meeting that there was a 20-30 foot buffer but there were no requirements for plantings, etc. Mr. Stupienski wanted to make the Committee aware that the developer quoted that, if they don't get their variances, they are not going to get their buffer. Mr. Stupienski said he has a problem with this and he told them so. The developer has enhanced the buffer proposal along Aaronson Road but won't do anything about 25 feet of township right of way on the west side. Their buffer starts about 50 feet in which means they leave the current right-of-way as it is on the Township side. Mr. Stupienski felt it is "scrubby". They propose to do nothing to what is currently on the township right-of-way. He felt this would be a half-done project and this should not be left in the state it is right now.

Another issue brought up by Mr. Stupienski was the proposal for bringing sewer from their development through the township. In July, their proposal was to tie into the Mapleton development sewerage treatment system by going out Aaronson Road and south on Route 68. Last week they said they were going through the township roads. He noted that half of Aaronson Road has been a nightmare since he has lived there. Only half the road was upgraded when Pine Creek was upgraded. Again, he asked the township require that they upgrade Aaronson Road and make them go out Route 68. If they use all of our roads, they will saw cut the road, drop the line and patch it. What will happen after the 2 year bond expires? He feels it will be a nightmare.

Mr. Stupienski asked who is the Zoning Office. He was told it is Robin Bucchi. Mr. Stupienski then asked who goes to properties now to insure they are in the repair that they are suppose to be. **Attorney Magee** explained there is a zoning officer as well as property maintenance official. Doug Borgstrom is Property Maintenance. Mr. Stupienski spoke of a construction trailer at Mansfield Square and how awful it looks, The driveways are complete disrepair, already falling apart. If you go out the White Pine road right-of-way, you practically bottom out your car when you make a left on White Pine Road from Mansfield Square. If you look at Mansfield Road East and a construction trailer there. This should not be allowed in this township. It has been years since those residents and we have to look at that while it sits there rotting. **Mayor Puglia** said we are working with the residents at this project. The developer went bankrupt. Mr. Stupienski said he doesn't care, have it towed away as it looks horrible. He feels it sends an awful message to anyone visiting the township. **Engineer Staszewski** referred to the main location and that the township would have the ability to force additional roadway restoration. We wouldn't allow just a patch. **Committeewoman DiGiuseppe** agreed about the trailer and asked why we can't ask them to move the trailer as she had asked this several times herself. **Attorney Magee** said they are building houses again. However, we can talk to them.

Deputy Mayor Higgins said they did go bankrupt, however the bond wouldn't even accomplish most of the improvements needed. The new people came in and are working with the homeowners there to find a way to make it equitable for them and new people to move into the community. The working relationship has improved.

John Panacek 46 South Hockey Drive, referred to the date this building was purchased and was told 2006. He asked if there was a pre-purchase inspection done on this place as tonight we talked about a failed sewer and now we have failed water coming in, failed roof and failed wiring in the parking lot. He asked if there was anything right about this building that is not a cost overrun. We took away a ratable and bought a white elephant by the sounds of it and are paying through the nose. He questioned the accountability and asked what happened to buyer beware.

MAYOR AND COMMITTEE COMMENT:

Committeewoman DiGiuseppe thanked all for coming.

Deputy Mayor Higgins thanked **Committeeman Clark** for taking care of Four Seasons and his assistance on the access road. He also thanked **Attorney Magee**.

Committeeman Gable thanked all for coming to the meeting.

Mayor Puglia thanked all for coming out and wished them a good night.

MOTION FOR ADJOURNMENT

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

PREPARED BY:

RESPECTFULLY SUBMITTED BY:

Barbara A. Crammer
Deputy Clerk

Linda Semus, RMC
Municipal Clerk

Approved: October 9, 2013