

TOWNSHIP OF MANSFIELD
BURLINGTON COUNTY
MEETING MINUTES
February 23, 2011
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 R. Puglia, Deputy Mayor Robert Higgins, Committeeman Alfred Clark, Committeeman Sean Gable, Solicitor Michael Magee, and Clerk Linda Semus.** Also in attendance was **CFO Joseph Monzo** at 7:10PM.

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, 2011. 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, 2011.

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 2011-2-16

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: pending litigation specifically Titzel v. Mansfield, Monson vs. Mansfield, PBA v. Mansfield, and personnel.
3. It is anticipated at this time that the above subject matter will be made public when the matter has been resolved and approved for release by the Township Solicitor.

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 R. Puglia, Deputy Mayor Robert Higgins, Committeeman Alfred Clark, Committeeman Sean Gable CFO Joseph Monzo, Engineer Tim Staszewski, Attorney Michael H. Magee, Clerk Linda Semus, and Deputy Clerk Barbara Crammer.**

A motion was offered by **Committeeman Clark** and second by **Committeeman Gable** to come out of executive session. Motion carried.

Attorney Magee explained that the purpose of the executive session was to discuss pending litigation, specifically Titzel v. Mansfield, and Monson v. Mansfield, and personnel issues.

The regular meeting of the Mansfield Township Committee was called to order by **Mayor Puglia**, followed by the salute to the flag and a moment of silence.

DISCUSSION/ACTION

Clerk Semus read a letter from Mary Ellen Lister, Republican Municipal Chair Person, as follows:

“The following names have been submitted for your consideration

In accordance with the Municipal Vacancy Law under Title 40 for the position of Township Committee person. All are qualified to serve. Should you fail to make a selection within 30 days, the Selection reverts to the Republican County Committee.

Clerk Semus continued by reading the selections as follows: Janice A. DiGiuseppe, James Soden, and Laverne Cholewa.

From the audience, Laverne Cholewa said she must reclude herself from the list as her employer doesn't allow her to have other employment.

Mayor Puglia called for a motion. A motion was offered by **Deputy Mayor Higgins** to select Janice DiGiuseppe to be the new Township Committee member to replace Mr. Denti. Motion second by **Committeeman Clark** and carried on a Roll Call Vote recorded as follows:

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

At this time, Janice DiGiuseppe came forward and was sworn in by Alfred Vardalis. She was then congratulated by members of the Township Committee after which she took her seat on the dais.

PROCLAMATION

PROCLAMATION

WHEREAS, the citizens of Mansfield Township stand firmly committed to promoting reading as the catalyst for our students' future academic success, their preparation for America's jobs of the future, and their ability to compete in a global economy; and

WHEREAS, Mansfield Township has provided significant leadership in the area of community involvement in the education of our youth, grounded in the principle that education investment is the key to the community's well-being and long-term quality of life; and

WHEREAS, NEA's Read Across America, a national celebration of reading, will be conducted on March 2, 2011, which would have been the 107th birthday of Theodor Seuss Geisel, better know as Dr. Seuss; and

WHEREAS, Read Across America-NJ is being conducted statewide by the New Jersey Education Association, in partnership with the New Jersey State League of Municipalities, the New Jersey Library Association, and their local affiliates across the state to promote reading and adult involvement in the education of our community's students:

NOW, THEREFORE, BE IT RESOLVED that the Township Committee calls on the citizens of Mansfield Township to assure that every child is in a safe place reading together with a caring adult on March 2, 2011; and

BE IT FURTHER RESOLVED this body enthusiastically endorses NEA's Read Across America and Read Across America-NJ and recommits our community to engage in programs and activities to make America's children the best readers in the world.

The foregoing proclamation was read into the record by **Clerk Semus**.

PRESENTATION: Elaine Fortin, Tax Collector
Lien Foreclosures

Elaine Fortin, Tax Collector, explained that we currently have three municipal liens that the township acquired through tax sale due to lack of bidders. The tax sale had taken place in 2008. Currently there is a liability on the liens of almost \$200,000. She would like authorization to start the foreclosure proceedings on those liens so that we can eradicate the liability.

Solicitor Magee explained that this is the Tindall Homes Development known as the Legends. Some lots had preliminary approval and, throughout the bankruptcy proceedings, they were assigned zero value. There had been some movement in the bankruptcy to acquire the lots which have final approval and those liens have been satisfied. The lots are a current liability on our books. We will acquire them, assuming

there are no bidders. Hopefully someone will be interested in purchasing them and finish the development out.

Mrs. Fortin then explained to those in attendance that the municipality only keeps a small portion of the taxes billed on the property. The bulk goes to the county and school. Because the taxes are in lien, the county and schools have already received their money. Any outstanding balances that there are on the lien accrue to that lien for the year. Therefore, as the years go by, the amounts increased. Currently we are up to almost \$200,000. If we foreclose on them, this would be a liability we can eradicate. In addition, this liability would have to be factored in when we calculate our tax rate. This becomes a factor in the budget.

A motion was offered by **Deputy Mayor Higgins** to proceed with foreclosure on the properties. 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

FINANCE REPORT: Joseph P. Monzo:
Budget Presentation and Discussion: 2011

CFO Joseph Monzo read his 2011 Budget presentation dated February 23, 2011, as follows:

The 2011 budget for Mansfield, as well as the other 565 municipalities in NJ, will offer new challenges. The advent of the new 2% tax levy cap, reduced or flat state aid, reduction in revenues that have historically supported local governments like court fines, host benefit fees, interest income, and added assessments from new construction are all forcing governing bodies to make choices that are unpleasant, but unfortunately necessary. These choices include reduced work forces, either through layoffs, furlough or hourly cutbacks. These choices also include reductions in services like trash pickup, recreation, senior activities and policing.

2010 Year in Review

Mansfield ended the 2010 year with its lowest fund balance in years, despite the sale of a liquor license that netted over \$ 500,000. This is due to the revenue factors I just mentioned: interest income, state aid, court fines. We were also forced to use a greater amount of our fund balance in 2010 to meet the then 4% levy cap. The amount of fund balance available at the end of 2010 is \$ 1,079,000. In 2007 through 2009 it was \$ 3,166,000, \$ 2,274,000, \$ 1,852,000 respectively. In 2010 we reduced spending by laying off the township administrator, 3 sanitation employees and 4 police officers. We also furloughed all other full time employees for 15 days during the summer.

These efforts were necessary because state law only permitted us to raise taxes less than 1 cent.

Changes in 2011

In 2011 we must craft our budget to conform to the new 2% cap law. This law allows us to increase the amount of taxation we may raise by increasing last year's level by 2% PLUS any increases in pension, debt, health insurance, LOSAP, capital improvements and a calculated amount of the value of new construction. We may also go to the voters with a referendum to ask to exceed the state calculation. For 2011 this amount for Mansfield is \$ 263,000 (\$ 90,000 of which is from referendum) or less than 2 cents per \$ 100 of assessed value. For a home assessed at \$ 400,000 this is an increase of \$ 80.

How we get there is the challenging part.

Revenues

- I am recommending that we use all of our available \$ 1,079,000 of fund balance as revenue in this budget. That is \$ 846,000 less than last year.
- Court fines are down \$ 26,000 from 2009 to 2010. We may only anticipated \$ 314,000 this year, and the first two months of 2011 are already down from the first two months of 2011 by \$ 18,000.
- Interest income is down \$ 27,000 from 2009 to 2010. We may only anticipate \$170,000 this year.
- Host community benefit revenue is down \$ 30,000 from 2010 to 2011. We may only anticipate \$ 382,000 this year.
- Cable TV franchise revenue is down \$ 19,000. Comcast gave us a onetime \$ 19,000 technology grant in 2010 that will not be repeated in 2011.
- In 2011 we will begin collecting the hotel/motel tax. I have estimated \$ 7,000 for this. At this time we have no better information.
- I am recommending that we use \$ 260,000 of reserves available in the capital and assessment trusts as revenue. This will offset debt service in this budget

Expenditures

- Overall spending is down 7% from 2010.
- I have estimated a \$ 50,000 increase in snow removal costs. This includes the costs for all township streets as well as Homestead and Four Seasons. There is no relief from the state in terms of allowing these extraordinary costs to be treated as emergencies.
- The legal budget is down \$ 20,000 as we hope to have no union matters to deal with this year.
- The debt service budget is down 11 %
- Workers comp and general liability expense is down \$ 35,000
- The health insurance budget is staying flat despite the increase in the premiums from the state of NJ. This is due to the full effect in 2011 of those employees who were laid off in 2010.

- The pension obligation is going up \$ 104,000 or 43%. Half of this \$ 104,000 is attributable to the increase in the rates from the state due to their poor performance and inadequate state funding of their pension obligation.
- I am recommending that we do not have an appropriation for down payments for bond ordinances. We have \$ 99,000 in reserve in the capital fund that will allow us to do \$ 2 Million of capital improvements, if necessary.
- I am recommending \$ 61,000 of payroll savings. Without going into details here I have calculated these savings based on hourly reductions for certain staff effective May 1, 2011. I have not calculated furlough days. The reduction in hours and staff will reap greater benefits for the township through savings in health and pension costs.
- I am recommending an increase in the aid to the First Aid Squad to \$ 250,000.

However I am also recommending that this increase, along with the emergency increase from last year be included on a ballot question. We would be asking the voters to allow us to increase the maximum allowable taxation level by \$ 90,000 to account for these costs to the squad. The question would be placed on the ballot with the school board election. It is my hope that the voters will recognize the critical role that the squad plays in the safety, health and welfare of our community.

Our budget must be formally introduced with the assumption of passage of the referendum. If the vote passes with 50% +1 we may adopt our budget. If the vote fails we have to amend it and find \$ 90,000 in additional revenues or expense reductions.

Other areas that the committee may want to address include township funding for recreation programs, special events, social services.

In Addition

- I have met with a merchant service provider that will allow us to take credit cards for all municipal services. The cost of this would be borne by the user. It is 2.45% of the cost of the charge (tax, clerk,etc). The tax collector and I are assessing this
- Whether or not the referendum question passes I am recommending that we change our contract with the MTFAS to allow us to provide a certain maximum funding level during the year. After a review of their yearend financials we would assess the need to fund the balance of what we set aside for that year.
- I am going to begin requiring the township departments to use our accounting system full capabilities. All departments will be input their own requisitions, which will eventually get translated to purchase orders by the finance staff.

Closing

The recent changes to the tax levy laws are accomplishing their goals. They are forcing communities to use all available rainy day funds, even though it is not raining. 2012 will be even harder I imagine. Our fund balances will be further depleted. We will not have a \$ 500,000 infusion of cash in 2011 from the sale of a liquor license. Our debt service reserves will be lower. We will in all likelihood have less staff.

The public will have to get used to this. By their voices and ballots they have said that this is what they wanted. It is easy to say that you want to pay less for taxes, or for the movies or a baseball ticket. The consequence is that you get a lesser product, less services and slower response times.

You do not get the Phillies and the Yanks. You get the Pirates and the Royals.

The remainder of the document was a summary of our revenues from last year and this year, a detail of our expenses from last year and this year, and a calculation of the tax levy cap and where we are with that. **CFO Monzo** said the budget he has presented was within the spending cap and the levy cap. It includes \$90,000 for a referendum question. It is his hope that, over the next month, at least one or two meetings are held for discussions on the budget, discussions in closed session in terms of personnel and staffing. By March 7th, there has to be a newspaper notice regarding the availability of ballots for the referendum questions. By April 7th, the budget has to be introduced. The question will be on the ballot on April 27th. If all goes well, we can adopt by May 13th. In checking with the County Board of Elections, there is no cost to the schools or to us to add a ballot question to the ballots. We have put the schools on notice that a question will be coming.

Mayor Puglia said that Lisa Giovanelli has requested that the township pay for half of the printing for the ballots. However, **CFO Monzo** said we aren't paying for anything.

Deputy Mayor Higgins said he has concerns about using all the fund balance, the reserve from the capital fund and using one-time revenues to balance the budget. He felt it makes it incredibly dangerous for 2012. He felt we might have to make stronger cuts and hopefully save some for 2012.

CFO Monzo said he was also uncomfortable about using that level of fund balance.

A motion was offered by **Deputy Mayor Higgins** and second by **Committeeman Clark** to accept the report of **CFO Monzo**. Motion carried.

RESOLUTION

**MANSFIELD TOWNSHIP
BURLINGTON COUNTY
RESOLUTION 2011-2-16**

**RESOLUTION FOR THE TRANSFER OF FUNDS IN THE CURRENT
FUND IN THE
TOWNSHIP OF MANSFIELD FOR THE BUDGET YEAR 2010**

BE IT RESOLVED on this 23rd day of February, 2011 by the Township Committee for the Township of Mansfield, County of Burlington, that from the surplus balance in the 2010 budget appropriations reserves transfers be made as follows:

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

<u>Title</u>		Transfer <u>From</u>	Transfer <u>To</u>
Group Insurance	OE	33,200.00	
Streets and Roads	OE		22,000.00
Solid Waste	OE		200.00
Vehicle Maintenance	OE		3,000.00
Telephone	OE		3,000.00
Water	OE		3,000.00
Petroleum Products	OE		2,000.00
TOTAL		\$ 33,200.00	\$ 33,200.00

CFO Monzo explained that the foregoing resolution is a normal transfer to move money from the 2010 budget to pay bills from that year.

A motion was offered by **Deputy Mayor Higgins** and second by **Committeeman Gable** to adopt Resolution 2011-2-15. Motion carried on a Roll Call Vote, recorded as follows:

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

ENGINEER’S REPORT:

Engineer Staszewski said that the Joyce Court traffic report is finalized and has been filed with the Township. It was determined that the turn lanes on Route 68 are warranted. The report will be forwarded to the DOT and requested to be included in their Route 68 resurfacing project which is to start within the next month.

Engineer Staszewski referred to the progress of the Waste Water Management Plan which, as of the prior meeting, needed minor mapping revisions as per the DEP. Since then, they replied with two pages of minor text deficiencies within the document itself. Those have been addressed and resubmitted. He said he will follow up with the DEP within a week to see if this has been reviewed and where we stand with approval. We hope to publish in March.

Engineer Staszewski met with K. Hovnanian regarding outstanding punch list items for Four Seasons. They appeared to be willing to address the items once the weather clears. He is scheduled to do a field inspection with K. Hovnanian on the week of March 14th. Depending on the results of that inspection, they will move on the punch list items.

Interest in a salt storage facility had been discussed at the last meeting. **Engineer Staszewski** reached out to a few vendors for information but does not have enough to provide information at this meeting but will do so at the next meeting.

Mayor Puglia questioned whether **Engineer Staszewski** had looked into solar system at the new building. **Engineer Staszewski** said he has contacted a few vendors.

Mayor Puglia questioned whether any grants were available for roads. **Engineer Staszewski** responded saying not at this time. We did not receive one this year.

Committeeman Gable referred to prior discussions about grant opportunities to make our facilities more energy efficient. **Engineer Staszewski** said we have applied for and secured the Energy Efficiency grant up to \$125,000 through the county with a pre-selected contractor, Hutchinson. We are going to coordinate the scope of the project with Hutchinson. **Committeeman Gable** felt the ambulance facility could use more energy efficient lighting and this should be considered.

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

CFO Monzo said there are two rating agencies in New Jersey, Standard and Poor's and Moody's which rate community indebtedness. He received information from Standard and Poor's that we are upgraded from A to A plus. This would reflect a better interest rate if we go for a bond.

Change Order – American Asphalt Company - \$23,312.01

A motion was offered by **Committeeman Clark** and second by **Deputy Mayor Higgins** to authorize the payment of \$23,312.01 to American Asphalt for a change order as proposed by Stout Engineering. Motion carried on a Roll Call Vote, recorded as follows:

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

CONSENT AGENDA

Deputy Mayor Higgins questioned a bill to NJ American Water from the Capital Fund. **CFO Monzo** explained he would do research on this and report later in the meeting.

Consent agenda items:

Minutes: February 9, 2011

Reports: Clerk, Court, Zoning, COAH, Tax Collector, Fire, Police, EMS, Construction, Tax Collector Annual Report, Resolutions 2011-2-17 to 2011-2-20

A motion was offered by **Deputy Mayor Higgins** and second by **Committeeman Gable** to remove the minutes of February 9, 2011 and Resolution 2011-2-21 from the Consent Agenda. Motion carried.

A motion was offered by **Deputy Mayor Higgins** and second by **Committeeman Clark** to approve the consent agenda as amended. Motion carried.

RESOLUTION 2011-2-17

RESOLUTION TO ACCEPT AND AUTHORIZE EXECUTION OF A PROFESSIONAL SERVICE AGREEMENT FOR AFFORDABLE HOUSING SERVICES WITH COMMUNITY GRANTS, PLANNING AND HOUSING

WHEREAS, the Township of Mansfield is interested in entering into an agreement with Community Grants, Planning and Housing (CGPH); and

WHEREAS, Community Grants, Planning and Housing has submitted a proposal to Mansfield Township dated February 11, 2011; and

WHEREAS, Mansfield Township has evaluated said proposal by Community Grants, Planning and Housing (CGPH); and

WHEREAS, The Township Committee is satisfied with the past performance of Community Grants, Planning and Housing (CGPH); and

WHEREAS, Mansfield Township has elected to enter into an agreement with Community Grants, Planning And Housing consistent with their proposal dated February 11, 2011; and

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

1. The Mayor and Township Clerk are hereby authorized and directed to execute any and all contracts/agreements with Community Grants, Planning and Housing as the Township of

Mansfield's COAH Coordinator/Administrator which is necessary to support all COAH requirements for Mansfield Township with the appropriate State and County Agencies. Said agreement is not to exceed the sum of \$22,400.00 and payable through Account Number 2028656000000.

**RESOLUTION 2011-2-18
REFUND OF TAX PAYMENT DUE TO TAX APPEAL**

WHEREAS, a County Appeal on a 2009 Added Assessment were granted to property listed below and,

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

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:

<u>Block</u>	<u>Lot</u>	<u>Name</u>	<u>Amount</u>
18	18	William Bartolino 28456 Schoolhouse Road	\$5,236.75
		Appeal Amount:	\$5,172.10
		Interest to 2/9/11	<u>64.65</u>
			\$5,236.75

**RESOLUTION 2011-2-19
REFUND OF TAX OVERPAYMENT**

WHEREAS, Property Taxes were overpaid on the properties listed below; and

WHEREAS, this overpayment was due to a payment by Corelogic Real Estate Tax Service Corporation, and they are requesting a refund;

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 February 23, 2011 hereby authorizes the refunding of the following to Corelogic Real Estate Tax Service by the Tax Collector.

<u>Block</u>	<u>Lot</u>	<u>Property Owner</u>	<u>Amount</u>
10.02	2.37	Lorraine Baker	\$ 590.91
42.02	95	Steven Rubin, etals	\$1,093.63
42.15	24	Hugh & Carol Delaney	\$1,459.10

**RESOLUTION 2011-2-20
REFUND OF DUPLICATE PAYMENT**

WHEREAS, a payment was made by the homeowner on the property listed below; and

WHEREAS, a duplicate payment was also made by the homeowner and the homeowner is due a refund and this refund was made on February 15, 2011,

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 February 23, 2011, hereby memorializes the refund to Sandra Amato.

<u>Block</u>	<u>Lot</u>	<u>Property Owner</u>	<u>Address</u>	<u>Amount</u>	<u>Check #</u>
42.22	3	Sandra Amato	48 Sunset Lane	\$1,148.89	10532

APPROVAL OF MINUTES

A motion was offered by **Committeeman Gable** and second by **Committeeman Clark** to approve the minutes of February 9, 2011. Motion carried on a Roll Call Vote, recorded as follows:

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

In regard to the American Water Company being researched, **CFO Monzo** said it was for the sewer volume cost to the Lynnwood Farms meter.

APPROVAL OF BILLS

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

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

AMEND RESOLUTION 2011-2-21

Mayor Puglia explained that Alternate Number One on the Zoning Board will be Jeanne Zalgelowski, filling the position of Janice DiGiuseppe. Alternate Number Two, Thomas Pitzer will move to Alternate number one. Bob Harrison will be Alternate number two.

A motion was offered by **Deputy Mayor Higgins** and second by **Committeeman Gable** to amend Resolution 2011-2-21 as explained by **Mayor Puglia**. Motion carried.

A motion was offered by **Committeeman Gable** and second by **Committeeman Clark** to approve Resolution 2011-2-21. Motion carried on a Roll Call Vote, recorded as follows:

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

RESOLUTION 2011-2-21
AMENDMENT TO RESOLUTION 2011-1-4, APPOINTMENT OF MUNICIPAL POSITIONS/BOARDS/EMPLOYEES

BE IT HEREBY RESOLVED that the following individual was inadvertently omitted from Resolution 2011-1-4 and shall be appointed, effective January 3, 2011, to the office listed below.

SAFETY COMMITTEE:

Fire Chief, J. Douglas Goodenough

BE IT FURTHER RESOLVED that the following individuals are appointed to the Mansfield Township Zoning Board due to a vacancy.

ZONING BOARD

Jeanne Zalewski -

(filing unexpired term of Janice DiGiuseppe: Term expires: 12-11)

Thomas H. Pitzer, Alternate #1

(filing unexpired term of Jeanne Zalewski: Term expires: 12-11)

Robert Harrison, Alternate #2

(filing unexpired term of Thomas H. Pitzer: Term expires: 12-12)

DISCUSSION/ACTION

a. Recreation Recommendation – Fingerprinting

Committeeman Gable said the Recreation Committee is requesting that we update the ordinance to require fingerprinting once every other year instead of every year. Most of the coaches are return coaches and they have to pay a fee to have this done annually. If we change the ordinance, new coaches will have fingerprinting when they come on board and every other year after that. This will help with the budget in reducing some of the costs. **Attorney Magee** suggested fingerprinting every third year as recommended by the State Police. A motion was offered by **Committeeman Gable** to update our fingerprinting ordinance to once every three years for Recreation Coaches. **Deputy Mayor Higgins** questioned whether the Recreation Committee would be favorable to this. **Committeeman Gable** felt they would because other communities do it every three years. Since this is only a recommendation to change the ordinance, the motion was not necessary. **Attorney Magee** is to make changes to the ordinance for consideration at the next meeting.

b. Application for the Use of Mansfield Township Park Permit – Girl Scouts Troop 26228 – Contact person Deann Szatkowski, beginning August 1st to August 5th from 8:00am to 1:00pm. Request for the Concession stand and area near concession stand.

c. Application for the use of Mansfield Township Parks Permit - Northern Bulldogs – Contact person: Rob Montalbano, for the months of April, May and June, for the 50/70 field

A motion was offered by **Committeeman Clark** and second by **Committeeman Gable** to approve the use of the Mansfield Township Parks as noted above. Motion carried.

d. GSA (General Service Administration – Auctioning of Surplus Government Vehicles.)

Chief Mulhall has contacted the township in regard to auctioning off surplus vehicles. **Mayor Puglia** explained that this is an option where they auction off the police cars. There are two cars that need to be sold but, it was not known what cars are to be

auctioned off as well as the mileage on the cars. **Mayor Puglia** said he wanted to make sure the cars still have life left in them. We can't afford to buy cars. **CFO Monzo** said **Chief Mulhall** questioned whether we can purchase used cars. **CFO Monzo** further explained bonding of police cars and budgeting for the police department. He explained that the only option right now to procure new vehicles was for four wheel drive vehicles which can be bonded. This discussion is to be carried over to the next meeting where **Chief Mulhall** is to attend to answer the questions.

e. Advisory Committee for Privatization

Mayor Puglia said the Committee would like to re-organize the committee to review privatization of trash. He asked Lou Wargo and Laverne Cholewa who were in attendance to serve on the committee. They both agreed. **Mayor Puglia** said Jef Jones would be on the committee. Other people will be needed, seven altogether. The group should discuss the advantages and disadvantages privatization.

f. Agreement of tree replacement through the State of New Jersey Turnpike Widening Project.

Attorney Magee said, since the revised agreement was not received today as originally planned, he will look into this. He spoke to Mary Pat Robbie who is getting him an Interlocal Services Agreement which is to state that, in exchange for providing the tree replacement plan that is an integral part of the agreement, the county would get a specific number of the trees. They were trying to focus on trees that were less expensive to begin with so more money could be allocated toward the maintenance going forward for the two year requirement that they remain alive. Progress is being made.

g. Census Report

Mayor Puglia said our population increased 65% in Mansfield Township. There are approximately 8,500 people residing here. He felt there are more but the last census revealed those statistics. He was hopeful we would have another seat on the High School Board of Education.

PUBLIC COMMENT

Bob Harrison, Mansfield Road West, asked who pays for paper pick-up. He was told the recycling paper pick-up was the responsibility of the County. Mr. Harrison felt they took a lot of time and when the wind blows, papers scatter around.

Lou Wargo, Main Street, directed a question to **CFO Monzo** asking, if the budget to the Ambulance Squad is increased by \$250,000, do other towns reimburse us when we service them. **CFO Monzo** explained that the squad has mutual aid agreement with several communities and they pay a share that is part of the squad's overall budget. The balance they need to meet their operations comes from us because they are housed in this township.

Laverne Cholewa, 43 Vandevere Lane, asked **Attorney Magee** about the notice in the newspaper that the school was fined because of contracts which were not bid on. She said she was told that the Board has already paid that bill whereas Dr. Sarruda said he was going to personally pay the bill. She if we have any right to find out or to make Dr. Sarruda pay the bill as opposed to our tax dollars.

Deputy Mayor Higgins explained that Dr. Sarruda's wife prepares the school newspaper three or four times a year and is paid approximately \$6,000 per year. They were fined about \$22,000. **CFO Monzo** said this was not a biddable service and there had been no comment in the audit. It is a professional service and could have been done under the professional services limitations. Perhaps it should have been quoted as it didn't meet the threshold for bidding. He questioned the accuracy of the newspapers. **Mayor Puglia** felt it was nepotism and had spoken to Dr. Sarruda telling him it looks bad. There was no issue with the quality of the work. **Attorney Magee** felt the proper place to ask this about the payment is to go to the school board meeting. Ms. Cholewa

said she was questioning who paid the fine. She felt the people should be looking at actions of the Board.

With no further public comment, the public comment was closed.

COMMITTEE COMMENTS

Committeewoman DiGiuseppe thanked the Committee for the appointment and said she will do everything diligently and work as hard as she can for the Township.

Deputy Higgins welcomed **Committeewoman DiGiuseppe**.

Committeeman Gable welcomed **Committeewoman DiGiuseppe** saying he looked forward to working with her. He also commented that the snow storm we had in December caused the Township close to \$40,000. There is a meeting next Friday at the Office of Emergency Management. We will be attending to start the paper work to, hopefully, be reimbursed 75% of that cost. We hope to get some of the money back.

Committeeman Clark welcomed **Committeewoman DiGiuseppe**.

Mayor Puglia remarked that **Committeewoman DiGiuseppe** came during a bad year because of the economy. He welcomed her aboard and thanked everyone for coming out to the meeting.

MOTION TO ADJOURN

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

PREPARED BY:

RESPECTFULLY SUBMITTED BY:

Barbara A. Crammer
Deputy Clerk

Linda Semus, RMC
Municipal Clerk

Approved: March 9, 2011