

**TOWNSHIP OF MANSFIELD  
BURLINGTON COUNTY  
MEETING MINUTES  
April 8, 2015  
Executive Session  
6:30 PM**

The regular meeting of the Mansfield Township Committee was held on the above shown date with the following in attendance: **Mayor Robert Higgins, Deputy Mayor Sean Gable, Committeewoman Janice DiGiuseppe, Committeeman Arthur Puglia, Committeeman Robert Semptimphelter, Solicitor Michael Magee, Administrator Michael Fitzpatrick, and Clerk Linda Semus.**

**Mayor Higgins** 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 4, 2015. 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, 2015.

A motion was offered by **Committeeman Semptimphelter** and second by **Committeeman Puglia** to go into executive session by adoption of the following resolution. Motion carried.

**RESOLUTION 2015-4-1  
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: pending litigation, on-going contract negotiations 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 Robert Higgins, Deputy Mayor Sean Gable, Committeewoman Janice DiGiuseppe, Committeeman, Committeeman Arthur R. Puglia, Committeeman Robert Semptimphelter, CFO Joseph Monzo, Engineer Tim Staszewski, Attorney Michael Magee, Administrator Michael Fitzpatrick, Clerk Linda Semus, and Deputy Clerk Barbara Crammer.**

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

**Attorney Magee** said the purpose of the executive session was to discuss contract on-going contract negotiations, pending litigation and personnel.

**Mayor Higgins** called the regular meeting to order followed by the Salute to the Flag and a moment of silence.

**PROCLAMATIONS**

**Clerk Semus** read the following proclamations into the record.

*PROCLAMATION*

*WHEREAS, Nicholas James Borgstrom, a resident of Mansfield Township and a member of Boy Scout Troop 45 in Columbus, New Jersey, has fulfilled requirements in the areas of leadership, service, and outdoor skills, and*

*WHEREAS, Nicholas demonstrated Leadership qualities in planning and overseeing the construction of the Memorial Garden including an inscribed granite stone which includes past Firefighters and Scout Members, and*

*WHEREAS, the Memorial Garden is located adjacent to the Franklin Firehouse Number One in Mansfield Township, and*

*WHEREAS, because of his extraordinary accomplishments, Nicholas has earned the Eagle Scout rank, the highest advancement position in Scouting.*

*NOW, THEREFORE, BE IT RESOLVED that the Mansfield Township Committee, on behalf of the Township, the Officials, Employees, and Citizens thereof, hereby wishes to express sincere congratulations to Nicholas and to convey deep pride in the example he sets for the youth of our community, and*

*BE IT FURTHER RESOLVED that it is the desire and intent of the Township Committee of the Township of Mansfield to publicly acknowledge Nicholas James Borgstrom's determination, good skills and enthusiasm toward Scouting and to see that such recognition is permanently made a part of the record of this Township.*

#### **PROCLAMATION**

*WHEREAS, Daniel Szatkowski, a resident of Mansfield Township and a member of Boy Scout Troop 45 in Columbus, New Jersey, has fulfilled requirements in the areas of leadership, service, and outdoor skills, and*

*WHEREAS, Daniel demonstrated Leadership qualities in planning and overseeing the construction of approximately 200' of split rail fence at the Hedding United Methodist Church, Columbus, New Jersey.*

*WHEREAS, the completion of this project provides the parishioners a safety barrier between the church buildings and the roadway, and*

*WHEREAS, because of his extraordinary accomplishments, Daniel has earned the Eagle Scout rank, the highest advancement position in Scouting.*

*NOW, THEREFORE, BE IT RESOLVED that the Mansfield Township Committee, on behalf of the Township, the Officials, Employees, and Citizens thereof, hereby wishes to express sincere congratulations to Daniel and to convey deep pride in the example he sets for the youth of our community, and*

*BE IT FURTHER RESOLVED that it is the desire and intent of the Township Committee of the Township of Mansfield to publicly acknowledge Daniel Szatkowski's determination, good skills and enthusiasm toward Scouting and to see that such recognition is permanently made a part of the record of this Township.*

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

Although the Engineer was not in attendance, **Deputy Mayor Gable** felt someone should contact the Engineer's Office to inquire about information on the fire suppression system as he was hoping to hear about it tonight. He feels it is a safety issue and we need the information. **Administrator Fitzpatrick** noted that the White Pine Road bid opening is set for April 16<sup>th</sup>. He added that he will contact the Engineer in regard to the fire suppression system.

#### **ORDINANCE**

##### **ORDINANCE NO.2015-4**

**BOND ORDINANCE OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF BURLINGTON, NEW JERSEY, PROVIDING FOR ADDITIONAL COSTS OF CONSTRUCTION WITHIN THE MILLENNIUM BUILDING (E.G. THE NEW TOWNSHIP COMPLEX) FOR POLICE AND PUBLIC WORKS PERSONNEL AND PROVIDING A SUPPLEMENTAL APPROPRIATION OF \$1,000,000 THEREFOR, AND PROVIDING FOR THE ISSUANCE OF \$950,000 IN GENERAL IMPROVEMENT BONDS OR NOTES OF THE TOWNSHIP 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 \$1,000,000, including the sum of \$50,000 as the down payment for the improvement or purpose required by the Local Bond Law. The down payment has been made available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets or from moneys then actually held by the Township and previously contributed for such purpose other than by the Township.

**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 \$950,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitation 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 additional costs of construction for police and public works functions within the Millennium Building (e.g. the New Township Complex) located at 3135 Route 206 South and constituting Block 9, Lot 2.01 on the tax maps of the Township, all as shown on and in accordance with the plans and specifications on file in the office of the Clerk, which plans were approved, including the acquisition and installation of equipment, furnishings, site work, and all work and materials necessary and incidental thereto.

(b) The estimated maximum amount of bonds or notes to be issued for the improvement or purpose is \$9,785,000, including \$7,125,000 authorized under bond ordinance 2005-18, finally adopted July 13, 2005 ("2005-10"); \$1,000,000 authorized under bond ordinance 2008-8, finally adopted on February 27, 2008 ("2008-8"), the \$1,710,000 authorized under bond ordinance 2015-11, finally adopted November 27, 2015 and \$950,000 authorized herein.

(c) The estimated cost of the improvement or purpose authorized herein is equal to \$10,591,499.41, including \$7,500,000 appropriated under 2005-18; \$1,000,000 appropriated under 2008-8; \$291,499.41 re-appropriated under ordinance 2011-10, finally adopted October 12, 2011 (“2011-10”), the \$1,800,000 appropriated under 2015-11 and the \$1,000,000 appropriated herein.

**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 N.J.S.A. 40A:2-8(a). The chief financial officer is hereby authorized to sell part or all of the notes from time to time, at not less than par and accrued interest, at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. 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 Township 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 expenses. It is an improvement or purpose the Township may lawfully undertake as a general improvement, and no part of the cost thereof will be 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, is 30 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Township 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 \$950,000, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$200,000 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.

(e) The Township reasonably expects to commence the acquisition and/or construction of the improvement or purpose described in Section 3 hereof, and to advance all or a portion of the costs in respect thereof, prior to the issuance of bonds or notes hereunder. To the extent such costs are advanced, the Township further reasonably expects to reimburse such expenditures from the proceeds of the bonds or notes authorized by this bond ordinance, in an aggregate amount not to exceed the amount of bonds or notes authorized by this bond ordinance, in an aggregate amount not to exceed the amount of bonds or notes authorized in Section 1 hereof.

**Section 7.** Any grant moneys received for the purpose 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 as to rate or amount.

**Section 9.** The Township Committee hereby covenants on behalf of the Township to take any action necessary or refrain from taking such action in order to preserve the tax-exempt status of the bonds and notes authorized hereunder as is or may be required under the Internal Revenue Code of 1986, as amended, and the regulations promulgated thereunder (the “Code”), including compliance with the Code with regard to the use, expenditure, investment, timely reporting and rebate of investment earnings as may be required thereunder.

**Section 10.** 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 11.** This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

**CFO Monzo** explained that this ordinance was introduced based on discussions with the Township Architect. We will be going out to bid for the police and public works section of the municipal building. This bond, along with what is available in the old ordinance, will allow us to retrofit the entire building for of the municipal operations.

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

A motion was offered by **Committeeman Semptimphelter** and second by **Deputy Mayor Gable** to adopt Ordinance 2015-4. Motion carried on a Roll Call Vote, recorded as follows:

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

**ORDINANCE 2015-5**

**AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF BURLINGTON, NEW JERSEY, CANCELLING \$5,250,000 PREVIOUSLY APPROPRIATED FOR CONSTRUCTION OF SEWER WASTEWATER TREATMENT FACILITY FOR PORTIONS OF THE TOWNSHIP BY ORDINANCE #2008-07, FINALLY ADOPTED FEBRUARY 27, 2008**

**WHEREAS**, on February 27, 2008, the Township Committee of the Township of Mansfield adopted bond ordinance #2008-07 providing for the construction of the construction and equipping of a sewer waste water treatment facility on land identified as Block No. 41, Lot No.2.01 on the tax map of the Township, and generally known as the "Reed Farm Property," and including all related costs and expenditures incidental thereto and further including all work and providing a down payment of \$250,000 from funds deposited with the Township from developers; and

**NOW THEREFORE 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 amount of \$5,250,000 appropriated under ordinance #2008-07 of the Township of Mansfield adopted on February 27, 2008 is hereby cancelled.

**Section 2.** Bond or note proceeds issued under ordinance #2008-07 remaining unspent shall be used to retire the outstanding obligations of the Township related to Ordinance 2008-07 on a schedule to be developed by the Township auditor which schedule shall not be later than the earliest call date for the obligations.

**Section 3.** Following the effective date of this ordinance, the Chief Financial Officer is hereby authorized and directed to prepare and file a Supplemental Debt Statement, and other documentation as necessary, to remove the debt authorized under ordinance #2008-07 from the Township's net debt and to return such monies used for down payment purposes to the appropriate funds within the Township.

**Section 4.** This ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by Law.

**CFO Monzo** commented that an Ordinance was adopted in 2008 for the Wastewater Treatment Facility. The money was not spent. Since then, a Township Utility has been created. This ordinance cancels the authorization from 2008. When this project is commenced, it will be listed as the Utility Capital Ordinance and it will be supported by any rate users. The down payment came from contributions received from Centex. The down payment will go back into the reserve account for future use.

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

A motion was offered by **Committeeman Puglia** and second by **Committeeman Semptimphelter** to adopt Ordinance 2005-5. Motion carried on a Roll Call Vote, recorded as follows:

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

**BILL LIST**

A motion was offered by approve the bill list by **Committeeman Semptimphelter**. This motion was second by **Committeeman Puglia** and carried on a Roll Call Vote, recorded as follows:

**AYE: SEMPTIMHELTER, (see below) PUGLIA, DIGIUSEPPE, (See below) GABLE, (see below) HIGGINS (see below)**  
**NAY: NONE ABSENT: NONE**  
**ABSTAIN: DIGIUSEPPE & GABLE (on check 3986) HIGGINS (on check 3996) SEMPTIMHELTER (on check 3986)**

**Committeewoman DiGiuseppe** asked **Attorney Magee** whether **Committeeman Semptimphelter** should abstain from the payment for the Franklin Fire Company and Ambulance Squad as he is a paid contractor for the Ambulance Squad. **CFO Monzo** explained it is a payment the Township makes to provide accident and sick indemnification insurance for volunteer fire fighters and paid drivers at the First Aid Squad. **Committeeman Semptimphelter** then recused himself from Check Number 2986.

Because there is no quorum to vote on Check Number 3986, **Clerk Semus** suggested splitting the bill so a vote can be taken on the Fire Company and Ambulance Squad separately. The amount for the Fire Company is \$2,876 and the Ambulance would be \$2,058.

It was then decided to approve the bill list as follows:

**Clerk Semus** reviewed the above motion and Roll Call Vote as follows: A motion was offered by **Committeeman Semptimpelter** and second by **Committeeman Puglia** to approve the bill list with the exception of Check Number 3986. Motion carried on a Roll Call Vote, recorded as follows:

**AYE:** SEMPTIMPELTER, PUGLIA, DIGIUSEPPE, GABLE  
HIGGINS (see below)  
**NAY:** NONE      **ABSENT:** NONE      **ABSTAIN:** HIGGINS (on check 3996)

A motion was offered by **Committeeman Puglia** and second by **Committeeman Semptimpelter** to approve payment of Check Number 3986 to Haines and Haines for the Fire Company. Motion carried on a Roll Call Vote, recorded as follows:

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

**Committeewoman DiGiuseppe** explained that she doesn't disagree with paying them as they are a volunteer Fire Company. The statutes clearly allow us to provide insurance to Fire Companies as volunteers. However, she has asked for a copy of a Resolution to award the insurance to the Volunteer Fire Company. She has been unable to get this document. If we have a resolution, she will approve this but will abstain now.

A motion was offered by **Committeeman Puglia** and second by **Deputy Mayor Gable** to approve Check Number 3986 to Haines and Haines for the Ambulance Squad. Motion carried on a Roll Call Vote, recorded as follows:

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

**Committeewoman DiGiuseppe** explained that she voted no because the Ambulance Squad is not composed of volunteers but are paid employees. She cannot find a statute that states we must pay their insurance. **Administrator Fitzpatrick** explained that this is a policy that supplements the JIF policy which covers up to 70%. This is an umbrella policy that goes over and above the JIF and picks up the remainder. **Committeewoman DiGiuseppe** asked who authorized this payment. **CFO Monzo** said the policy has been in effect many years. The broker has been asked for any enabling document when it was first put into place. There may be a document. **Committeewoman DiGiuseppe** noted that the ambulance squad was once volunteer but now is paid. She said she hasn't seen a document where the governing body agreed to pay a non-profit organization's insurance. **CFO Monzo** felt that the payment of the policy means that the governing body has approved it. **Committeewoman DiGiuseppe** said she didn't agree. **Committeeman Puglia** felt this is for the emergency activity where there should be coverage. **Mayor Higgins** felt there is a difference between volunteer and paid individuals and wants an answer before this comes up for payment next year. **Committeewoman DiGiuseppe** felt we should look at the EMS Contract.

**MINUTES: March 25, 2015**

A motion was offered by **Deputy Mayor Gable** and second by **Committeewoman DiGiuseppe** to approve the minutes of March 25, 2015. Motion carried.

**RESOLUTIONS**

**RESOLUTION 2015-4-2**

**A RESOLUTION FOR THE ADOPTION OF A TEMPORARY  
EMERGENCY BUDGET PROVIDING FOR APPROPRIATIONS  
FOR THE PERIOD BETWEEN THE BEGINNING OF THE FISCAL  
YEAR AND THE ADOPTION OF THE BUDGET FOR ANY  
CONTRACTS, COMMITMENTS OR PAYMENTS TO BE MADE  
PRIOR TO THE ADOPTION OF THE BUDGET FOR THE YEAR**

**2015 IN THE CURRENT and UTILITY FUNDS OF THE TOWNSHIP  
OF MANSFIELD**

**WHEREAS**, N.J.S.A. 40A:4-19 mandates that the Governing Body of a municipality make appropriations to provide for the period between the beginning of the fiscal year and the adoption of the budget;

**WHEREAS**, the Township Council passed a temporary budget on January 28, 2015 and

**WHEREAS**, the 2015 budget has not been adopted and the township must meet its financial obligations until that time

**NOW, THEREFORE BE IT RESOLVED** on this 8th day of April 2015, by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, that:

The following temporary emergency appropriations for Current Fund be made and that a certified copy of this resolution be forwarded to the Chief Financial Officer for his official records.

**Current Fund**

<u>Department</u>	<u>Amount</u>
A&E: Miscellaneous	5,000.00
M&C: Salary & Wage	5,555.00
CLERK: Salary & Wage	23,000.00
M&C: Miscellaneous	8,500.00
FIN: Salary & Wage	26,000.00
FIN: Miscellaneous	7,500.00
AUDIT: Miscellaneous	5,000.00
TAX C: Salary & Wage	15,250.00
TAX C: Miscellaneous	4,000.00
TAX A: Salary & Wage	19,000.00
TAX A: Miscellaneous	5,000.00
LEGAL: Miscellaneous	30,000.00
ENG: Miscellaneous	25,000.00
LAND USE: Salary & Wage	11,000.00
LAND USE: Miscellaneous	4,000.00
PLAN: Miscellaneous	10,000.00
ZONE: Miscellaneous	1,000.00
ZONING OFFICER: SALARY & WAGE	1,350.00
ZONING OFFICER: Miscellaneous	300.00
OCE:PM: Salary & Wage	550.00
OCE:PM: Miscellaneous	4,200.00
LIABINS: Liability Insurance	41,312.00
WCOMP: Workers Compensation	62,500.00
GROUP Insurance	125,000.00
UNEMP: Unemployment	315.00
POLICE: Salary & Wages	150,000.00
POLICE: Miscellaneous	30,000.00
EMGMT: Salary & Wage	600.00
EMGMT: Miscellaneous	4,000.00
AID TO FIRE COMPANIES: Miscellaneous	20,000.00
FAID: AID First Aid	80,000.00
OCE: FIRE: Salary & Wage	4,800.00
OCE:FIRE: Miscellaneous	1,400.00
PROS: Other Professional	5,250.00
ROAD: Salary & Wage	6,000.00
ROAD: Miscellaneous	35,000.00
SHADE: Miscellaneous	2,350.00
SWASTE: Miscellaneous	44,000.00
B&G: Salary & Wage	20,000.00
B&G: Miscellaneous	22,000.00
VMAINT: Miscellaneous	15,000.00
PHEALTH: Salary & Wage	500.00
PHEALTH: Miscellaneous	3,000.00
EHEALTH: Salary & Wage	325.00
EHEALTH: Miscellaneous	1,500.00
ANIMAL: Miscellaneous	950.00
CONSS: Contrib. Social Services	1,300.00
RECREATION: Salary & Wage	2,000.00
REC: Miscellaneous	25,000.00
CPEVNT: Other Contractual	1,500.00

ELEC: Miscellaneous	8,000.00
SLIGHT: Miscellaneous	25,000.00
TELE: Miscellaneous	12,000.00
WATER: Miscellaneous	8,000.00
PETRO: Gasoline	7,500.00
Landfill: Miscellaneous	40,000.00
FICA: Employer Liability	50,000.00
Community Services Act: Condo Reimburse	5,250.00
COURT: Salary & Wage	50,000.00
COURT: Miscellaneous	5,500.00
PUBD: Other Professional	2,400.00
<b>General Operations</b>	<b>1,130,457.00</b>
<b>Utility Fund</b>	
Operating Expenses	\$ 7,500.00

**CFO Monzo** said a temporary budget was adopted in the beginning of the year for the first three months of the year. Our 2015 Budget is scheduled for adoption on April 22, 2015. We have obligations to pay beyond the first three months. This Resolution will allow us to pay our bills before we adopt the Budget in April or maybe May.

A motion was offered by **Committeeman Puglia** and second by **Committeeman Semptimpfelter** to adopt Resolution 2015-4-2. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: PUGLIA, SEMPTIMPFELTER, DIGIUSEPPE, GABLE(see below)  
HIGGINS**  
**NAY: NONE ABSENT: NONE ABSTAIN: GABLE (on Fire Dept.)**

**RESOLUTION NO. 2015-4-3**

**RESOLUTION AMENDING RESOLUTION 2015-3-6 OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANSFIELD DIRECTING THE PLANNING BOARD OF THE TOWNSHIP OF MANSFIELD TO UNDERTAKE A PRELIMINARY INVESTIGATION OF CERTAIN PARCELS LOCATED IN COLUMBUS VILLAGE WITHIN THE TOWNSHIP TO DETERMINE WHETHER SUCH PARCELS SATISFY THE CRITERIA AS “AREAS IN NEED OF REDEVELOPMENT” AS SET FORTH IN THE LOCAL REDEVELOPMENT AND HOUSING LAW PURSUANT TO N.J.S.A. 40A:12A**

**WHEREAS**, the Local Redevelopment and Housing Law, *N.J.S.A. 40A:12A-1, et seq.* (the “Act”), authorizes municipalities to determine whether certain parcels of land in the municipality constitute areas in need of redevelopment or areas in need of redevelopment in accordance with the Act, including Sections 3, 5 and 14 thereof; and

**WHEREAS**, the Township has determined that the designation of a redevelopment area will foster the investment of private capital, the construction of projects and the rehabilitation of housing and businesses that will benefit the Township, its residents and property owners; and

**WHEREAS**, the general boundary of the area which merit evaluation to see if such areas, and the parcels therein, would qualify as “Areas in Need of Redevelopment” under the Act includes those properties in Columbus Village identified in Exhibit A (attached hereto); and

**WHEREAS**, the Township desires to direct the Planning Board to perform a preliminary investigation of the parcels set forth in Exhibit A to determine whether such parcels would qualify as an “Area in Need of Redevelopment” or under the Act; and

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Committee of the Township of Mansfield as follows:

**1. PRELIMINARY INVESTIGATION OF STUDY AREA.**

a. The Planning Board is hereby authorized and directed to conduct an investigation pursuant to *N.J.S.A. 40A:12A-6* and *N.J.S.A. 40A:12A-14* to determine whether all or a portion of the parcels set forth in Exhibit A (together, the “Study Area”) satisfies the criteria set forth in the Act, including *N.J.S.A.40A:12A-5, N.J.S.A.40A:12A-14* and *N.J.S.A.40A:12A-3*, to be designated as an area in need of redevelopment.

b. Pursuant to the provisions of *N.J.S.A.(2A-6(a)*, the Township hereby states the redevelopment area determination shall authorize the Township to use all of the powers provided by the Legislature of the State of New Jersey for use in a Redevelopment area including the use of eminent domain with the exception of residential properties.

**2. MAP TO BE PREPARED.** As part of its investigation, the Planning Board shall prepare a map showing the boundaries of the proposed redevelopment areas and rehabilitation areas and the location of the various parcels contained therein.

**3. PUBLIC HEARING REQUIRED.** (a) The Planning Board shall conduct a public hearing, after giving due notice of the proposed boundaries of the Study Area and the date of the hearing to any persons who are interested in or would be affected by a determination that all or a portion of the Study Area is a redevelopment area or rehabilitation area.

(b) At the hearing, the Planning Board shall hear from all persons who are interested in or would be affected by a determination that all or a portion of the Study Area is a redevelopment area or rehabilitation area. All objections to a determination that all or a portion of the Study Area is an area in need of redevelopment or area in need of rehabilitation and evidence in support of those objections shall be received and considered by the Planning Board and made part of the public record.

4. **PLANNING BOARD TO MAKE RECOMMENDATIONS.** After conducting its investigation, preparing a map of the proposed redevelopment areas and rehabilitation areas, and conducting a public hearing at which all objections to the designations are received and considered, the Planning Board shall make a recommendation to the Township as to whether the Township should designate all or part of the Study Area as an area in need of redevelopment or area in need of rehabilitation.

5. **SEVERABILITY.** If any part of this Resolution shall be deemed invalid, such parts shall be severed and the invalidity thereby shall not affect the remaining parts of this Resolution.

6. **AVAILABILITY OF THE RESOLUTION.** A copy of this Resolution shall be available for public inspection at the offices of the Township Clerk.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately.

**Mayor Higgins** explained this resolution amends several other resolutions involving redevelopment in the village of Columbus. This resolution addresses eminent domain on commercial properties only.

A motion was offered by **Committeeman Puglia** and second by **Committeeman Semptimphelter** to adopt Resolution 2015-4-3. Motion carried.

#### **RESOLUTION 2015-4-4**

##### **RESOLUTION TO CLOSE OUT 2011 COUNTY PARK DEVELOPMENT GRANT**

**WHEREAS**, in 2011, the Township of Mansfield received a Municipal Park Development Program Grant from the County of Burlington in the amount of \$ 250,000 for the Mansfield Indoor Training Facility; and

**WHEREAS**, a contract(s) was awarded to Ella Construction for performance of the work described above; and

**WHEREAS**, work under the contract was complete in June 2012 and the Township's Engineer did inspect and certify that the work was complete in conformance with contract plans and specifications and all other applicable requirements and has authorized final payment to the contractor; now, therefore, be it

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey that the scope of work associated with the 2011 Burlington County Park Development Program Grant is complete; and be it

**BE IT FURTHER RESOLVED** that the submission to the County of Burlington of the documents necessary to receive final reimbursement of grant funds is hereby authorized in the amount of \$ 249,199

**CFO Monzo** explained that Resolution 2015-4-4 and 2015-4-5 are similar as the Township has received grants the past several years from the County for park development purposes. We have satisfied requirements of the county 2011 and 2012, paid the vendors, and everything has been signed off on. In order to get the reimbursement from the county, some paper work has to be filed out and the resolution is necessary for the specific years. **Mayor Higgins** thanked **Committeewoman DiGiuseppe** for writing the proposals and doing the work. In addition, he thanked **Deputy Mayor Gable** for his work. A motion was offered by **Committeeman Puglia** and second by **Deputy Mayor Gable** to adopt Resolution 2015-4-4. Motion carried on a Roll Call Vote, recorded as follows:

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

#### **RESOLUTION 2015-4-5**

##### **RESOLUTION TO CLOSE OUT 2012 COUNTY PARK DEVELOPMENT GRANT**

**WHEREAS**, in 2012, the Township of Mansfield received a Municipal Park Development Program Grant from the County of Burlington in the amount of \$115,000 for the Community Park Tennis Courts; and

**WHEREAS**, a contract(s) was awarded to Eviroscapes for performance of the work described above; and

**WHEREAS**, work under the contract was complete in February 2014 and the Township's Engineer did inspect and certify that the work was complete in conformance with contract plans and specifications and all other applicable requirements and has authorized final payment to the contractor; now, therefore, be it

**RESOLVED** by the Mayor and Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey that the scope of work associated with the 2012 Burlington County Park Development Program Grant is complete; and be it

**FURTHER RESOLVED** that the submission to the County of Burlington of the documents necessary to receive final reimbursement of grant funds is hereby authorized in the amount of \$ 91,916.73

**CFO Monzo** explained that the grant was for \$115,000. \$91,000 was spent. The difference was carried over to the 2013 grant making that grant for \$183,000. We also have a grant for 2014 for \$159,000. A motion was offered by **Committeeman Puglia** and second by **Committeeman Semptimphelter** to adopt Resolution 2015-4-5. Motion carried on a Roll Call Vote, recorded as follows:

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



**RESOLUTION 2015-4-6**

**RESOLUTION APPOINTING COURTNEY PARENT AS**

**A POLICE RECORDS CLERK FOR THE MANSFIELD TOWNSHIP POLICE DEPARTMENT**

**WHEREAS**, the Mansfield Township Police Department is in need of a part-time Police Records Clerk at this point in time; and

**WHEREAS**, an application for said position was received from Courtney Parent; and

**WHEREAS**, Courtney Parent was interviewed by Chief Ronald Mulhall and was found to meet the qualifications that best meets the needs of the department.

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey that Courtney Parent is hereby appoint as a part-time Police Records clerk for the Township of Mansfield’s Police Department effective April 13, 2015 at a rate of \$16.00 per hour with no benefits and holidays, and not to exceed 24 hours per week.

**Mayor Higgins** explained that this is a replacement for a position of an employee who retired. The salary will be \$16.00 per hour with the start dated of April 13<sup>th</sup>. A motion was offered by **Committeeman Puglia** and second by **Committeeman Semptimphelter** to adopt Resolution 2015-4-6. Motion carried on a Roll Call Vote, recorded as follows:

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

**RESOLUTION 2015-4-7**

**REFUND OF HOMESTEAD REBATE**

**WHEREAS**, a Homestead Rebate Credit for the year 2012 taxes was applied to the properties listed below in 2015; and

**WHEREAS**, the homeowners were declared as 100% Disabled Veterans and are exempt from paying taxes; and the refunds are due to the homeowners;

**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 April 8, 2015 hereby authorizes the refunding of the following by the Tax Collector.

Block	Lot	Property Owner	Address	Amount
6.02	6	William Radice	12 Joyce Court	\$694.84
23.01	96	Elwood Russell	10 Ashford Court	\$573.40
42.10	5	Walter Grzeszczuk	13 Carriage Hill Lane	\$338.96

**CFO Monzo** explained that the individuals were found to be exempt from taxes due to their disabled veteran status. We received money from the state for their Homestead Rebates and are returning the money back to the taxpayers.

A motion was offered by **Committeeman Puglia** and second by **Committeeman Semptimphelter** to adopt Resolution 2015-4-7. Motion carried on a Roll Call Vote, recorded as follows:

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

**Resolution 2015-4-8**

**REFUND OF TAX OVERPAYMENT**

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

**WHEREAS**, this overpayment was due to a payment by Wells Fargo Real Estate Tax Service, 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 April 8, 2015 hereby authorizes the refunding of the following to **Wells Fargo Real Estate Tax Service** by the Tax Collector.

Block	Lot	Property Owner	Amount
10.01	18	Andrei Martin & Barbara Howard	\$2,134.20

**CFO Monzo** explained that the homeowner and Well’s Fargo both paid the same quarter taxes. The money is being refunded to Well’s Fargo.

A motion was offered by **Committeeman Semptimphelter** and second by **Committeeman Puglia** to adopt Resolution 2015-4-8. Motion carried on a Roll Call Vote, recorded as follows:

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

## DISCUSSION

### a. Burlington County Pothole Shared Service

**Committeewoman DiGiuseppe** said the Burlington County Freeholders are offering to municipalities as well as other forms of government emergency county pothole mitigation plans. They are offering municipality's free asphalt to fill potholes. If the municipality wishes to participate with the county, they can pick up the asphalt at the county facility, fill the potholes within the township. As a shared service, the township would fill some of the county roads that need filing within the township. Upon speaking with **Jef Jones**, he did not recommend that we participate at this time because most of the potholes in the township had been filled already. **Committeewoman DiGiuseppe** wanted everyone to be aware of this offer from the County.

**Committeeman Puglia** said he spoke with **Jef** who had said it was not economically feasible since we have only two employees covering a lot of operations. The small amount of money we would save would be offset by labor. He felt we should not take part this year. **Deputy Mayor Gable** said that, if we decide in the future to move forward with this program, we should check with Tim Irons to make sure we wouldn't incur any liability for filling potholes on county roads if there were an incident. **Mayor Higgins** felt that, in the future, this should be referred to the liaisons and **Jef Jones**.

### b. Security Cameras – National Co-Op

**Committeewoman DiGiuseppe** said the township was awarded a 2014 County Grant in the amount of \$33,728. For security cameras for Georgetown Park. She and **Administrator Fitzpatrick** had been working with a company called A-Plus who participates in a national co-op procurement program. The company came here and there was a meeting with the Police Chief as well as **Administrator Fitzpatrick** and **Committeewoman DiGiuseppe**. They submitted the quote and documentation that New Jersey requires in order for us to purchase from the national co-op. Their quote was \$30,000 for 8 cameras which were vandal resistant. According to the National Co-op, this does not need governing body approval to award it. The purchasing agent can do this. It will take two weeks to get the cameras after which they can be installed within a month's time. If this is not agreeable, the Purchasing Agent can secure a quote as it is under the threshold. **CFO Monzo** agreed that we should use the national contract and felt this expenditure should be approved by the Committee. In addition, he felt the governing body should approve expenditures of the county grant money by resolution. **Mayor Higgins** expressed concern that, going through the national co-op, no one else has an opportunity to bid. He will move forward if everyone is comfortable with it. **Committeewoman DiGiuseppe** said that, if it is under the bid threshold, we don't have to out to bid for it. **CFO Monzo** did note it is over the quote threshold and quotes would be needed from three similar organizations. **CFO Monzo** felt enough leg work was done by those involved with respect to this purchase and he was comfortable to award it. **Committeeman Puglia** made a motion to purchase the cameras as soon as possible as spring is coming and there will be a lot of action there. Hopefully the cameras will help. **Committeewoman DiGiuseppe** informed everyone that the Police Chief secured the estimate for the grant and is agreeable with the company. The motion was second by **Committeewoman DiGiuseppe** and carried on a Roll Call Vote, recorded as follows:

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

### c. Recreation Liability Insurance and personal car use

**Deputy Mayor Gable** said he received two advisory bulletins from JIF. He wanted to make sure we had coverage in place. In regard to recreation, we need to make sure we realize we don't provide insurance for other types of recreational organizations. There is a football association and the NBIAA as examples. We do not provide insurance for any other clubs that have recreation programs within our community. We cover insurance for our recreation department programs.

**Deputy Mayor Gable** referred to personal vehicle use. We do have insurance coverage for that. When employees are approved to use personal vehicles for township use, they are covered. He added that the personal insurance would also be used if an incident occurred. **Committeewoman DiGiuseppe** said that it does say that it is a recommendation of the Fund Solicitor of Burlington County Joint Fund that the practice of permitting municipal employees to operate their personal vehicles in the course of their employment be immediately discontinued. If you wish to continue to allow that, you need to secure the driver's history abstract from employees to obtain their license, etc. **Deputy Mayor Gable** agreed we do have a drive abstract but

questioned the last time it was done and whether this should be done again. He will look into this tomorrow and can move forward for newer driveway abstracts from the employees. A motion was offered by **Deputy Mayor Gable** to look into abstracts. This was second by **Committeeman Puglia** and carried.

#### **PUBLIC COMMENT**

**Robert Harrison**, Mansfield Road West, said the dirt on the sides of Mansfield Road West has washed away and the blacktop is starting to crack. The roadway is leaning in now. **Mayor Puglia** is to check with Jef Jones tomorrow.

#### **MAYOR AND COMMITTEE COMMENT**

**Committeewoman DiGiuseppe** asked if we had any input about the ramp in front of Boyd's Pharmacy. **Administrator Fitzpatrick** said he spoke with the Generation Builder owners who are waiting for Mike to return back from vacation. **Mayor Higgins** said he spoke to Marty who said they don't plan to install the ramp as it would cost \$10,000.

#### **MOTION FOR ADJOURNMENT**

A motion was offered by **Committeeman Semptimphelter** and second by **Committeeman Puglia** to adjourn. Motion carried.

**Prepared by:**

**Respectfully submitted by:**

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**Barbara A. Crammer**  
**Deputy Clerk**

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**Linda Semus, RMC**  
**Municipal Clerk**

Approved: April 22, 2015