

**TOWNSHIP OF MANSFIELD
BURLINGTON COUNTY
MEETING MINUTES
May 13, 2015
Executive Session
5:30 PM**

The regular meeting of the Mansfield Township Committee was held on the above shown date with the following in attendance: **Mayor Robert J. Higgins, Deputy Mayor Sean Gable, Committeewoman Janice A. DiGiuseppe, Committeeman Arthur R. Puglia, Committeeman Robert Semptimpfelter, Solicitor Michael H. Magee, Administrator Michael Fitzpatrick, and Deputy Clerk Barbara Crammer.** Clerk Linda Semus was not in attendance.

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 Puglia** and second by **Deputy Mayor Gable** to go into executive session by adoption of the following resolution. Motion carried.

**RESOLUTION 2015-5-1
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 Semptimpfelter, CFO Joseph Monzo, Engineer Tim Staszewski, Attorney Michael Magee, Administrator Michael Fitzpatrick, Deputy Clerk Barbara Crammer and Administrative Assistant, Ashley Jolly.** Clerk Linda Semus was not in attendance.

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

ENGINEER'S REPORT

Engineer Tim Staszewski said the contracts were submitted to the contractor for White Pine Road. Once they are returned, a pre-construction meeting will be set up to get the work started.

We are in the review process right now for the fire riser. Once completed, action will take place within a month.

Mayor Higgins referred to **Engineer Staszewski's** report that states \$185,000 was received for Axe Factory Road. However, the resolution states \$196,000. The Engineer's report was in error.

A motion was offered by **Committeeman Semptimphelter** and second by **Committeeman Puglia** to approve the Engineer's report. Motion carried.

BILL LIST

Mayor Higgins questioned Check Number 4076 saying he was not comfortable with the \$3,000 expenditure. **CFO Monzo** said this was discussed during budget negotiations. He had noted that there was an outstanding bill from this firm and the Committee did budget for it. **Committeewoman DiGiuseppe** agreed this was discussed during budget negotiations at which time she questioned why this was considered as this company was never engaged in accordance with the Local Public Contract Law. However, **CFO Monzo** said they did the work. **Committeewoman DiGiuseppe** said it was cited in the 2012 Audit about paying the company. She questioned why, if these bills are for 2013, did they continue to do the work and why should she have to pay them. **CFO Monzo** said they were asked to do the work by the Township Committee whether we followed the law or not.

A motion was offered by **Committeeman Semptimphelter** and second by **Deputy Mayor Gable** to approve the bill list with the following abstentions and Nay voted:

AYE: SEMPTIMPHELTER, GABLE, DIGIUSEPPE, PUGLIA, HIGGINS
NAY: DIGIUSEPPE, HIGGINS (on Check #4076)
ABSTAIN: SEMPTIMPHELTER (on Check #4114) **HIGGINS** (on Check #4126)
ABSENT: NONE

RESOLUTIONS

RESOLUTION NO. 2015- 5-2
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
MANSFIELD DESIGNATING CERTAIN PARCELS LOCATED IN COLUMBUS
VILLAGE WITHIN THE TOWNSHIP AS "AREAS IN NEED OF REHABILITATION"
PURSUANT TO 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 and areas in need of rehabilitation in accordance with the Act, including Sections 3 and 14 thereof; and

WHEREAS, the Township has determined that the designation of rehabilitation areas 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, on January 14, 2015, the Township Committee adopted Resolution 2015-3-6 which referred certain parcels in Columbus Village, a copy of which is attached as Exhibit A, to the Planning Board to investigate whether all or a portion of those parcels within the Study Area would qualify as "Areas in Need of Redevelopment" or "Areas in Need of Rehabilitation" under the Act; and

WHEREAS, on April 27, 2015, following due notice in accordance with the Act, the Planning Board held a public hearing pursuant to the Act and Resolution 2015-3-6 to investigate and determine whether the parcels within the Study Area satisfy the statutory criteria as a "Rehabilitation Area" under the Act; and

WHEREAS, during the hearing, the Planning Board considered testimony of various interested parties and Township officials and examined a report, dated February, 2015 and prepared by Edward Fox, AICP, PP of the Burlington County Bridge Commission, and entitled "Preliminary Investigation for the Determination of Areas in Need of Redevelopment and Rehabilitation in Columbus Village, Mansfield Township, New Jersey" (the "Planner's Report") which evaluated the parcels within the Study Area collectively and individually to determine whether the individual parcels could be included within a "Rehabilitation Area"; and

WHEREAS, the Planner's Report a copy of which is attached as Exhibit B, contained a map, dated February, 2015, which delineated the physical boundaries of the Study Area; and

WHEREAS, following an evaluation of the Planners' Report and testimony received, the Planning Board adopted Resolution No. P.B. 2015-4-1, a copy of which is attached as Exhibit C, recommending which parcels identified in the Planners' Report be designated by the Township Committee as Rehabilitation Areas under the Act; and

WHEREAS, the Township Committee has reviewed the Planners' Report and desires to accept the recommendation of the Planning Board and to resolve that (i) the parcels set forth in Exhibit D (the "Rehabilitation Areas") satisfies the criteria set forth in the Act, including *N.J.S.A.40A:12A-3* and *N.J.S.A.40A:12A-14*, and (ii) that such parcels be designated as areas in need of rehabilitation;

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

1. **DESIGNATION OF AREAS IN NEED OF REDEVELOPMENT AND AREAS IN NEED OF REHABILITATION.** The Township Committee hereby determines that the parcels set forth in Exhibit A satisfy the criteria set forth in the Act, including *N.J.S.A.40A:12A-3* and *N.J.S.A.40A:12A-14*, and therefore are hereby designated as "Areas in Need of Rehabilitation" pursuant to the Act. The "Areas in Need of Rehabilitation" shall be known as the "Columbus Village Rehabilitation Area."

2. **RESOLUTION TO BE FILED WITH DEPARTMENT OF COMMUNITY AFFAIRS.** The Clerk of the Township is hereby directed to file a copy of this resolution, including all exhibits, with the Commissioner of the Department of Community Affairs ("DCA"), in accordance with the requirements of *N.J.S.A. 40A:12A-6(b)(5)*.

3. **NOTICE OF ADOPTION.** Notice of Adoption of this resolution shall be published in the Official Newspaper of the Township within a week of its date of adoption. Such Notice shall clearly state that (i) a copy of this resolution has been filed with the Commissioner of the Department of Community Affairs, (ii) when this resolution shall become effective and (iii) that anyone wishing to contest the validity of this resolution shall have 45 days from the date of publication of the notice.

4. **NOTICE OF DETERMINATION.** Notice of the determination from the Commissioner of the Department of Community Affairs shall be served, within 10 days after the determination, upon all record owners of property located within the delineated area, those whose names are listed on the tax assessor's records, and upon each person who filed a written objection thereto and stated, in or upon the written submission, an address to which notice of determination may be sent, in accordance with the requirements of *N.J.S.A. 40A:12A-6(b)(5)*.

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.** As the Rehabilitation Areas are located in areas in which development and rehabilitation area to be encouraged, this Resolution shall become effective upon the filing with DCA as set forth in Section 2 hereof.

Mayor Higgins said the Committee had asked the Planning Board to consider the downtown area of Columbus as a redevelopment area. The Bridge Commission did the study and it was approved by the Planning Board. It is now being sent back to the Township Committee for acceptance. We will be working with the County to see what grants are available for residents. A motion was offered by **Committeeman Semptimphelter** and second by **Committeeman Puglia** adopt Resolution 2015-5-2. Motion carried.

**RESOLUTION NO. 2015-5-3
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
MANSFIELD DESIGNATING CERTAIN PARCELS LOCATED IN COLUMBUS
VILLAGE WITHIN THE TOWNSHIP AS "CONDEMNATION REDEVELOPMENT
AREAS" AND "NON-CONDEMNATION REDEVELOPMENT AREAS"
PURSUANT TO 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 and areas in need of rehabilitation in accordance with the Act, including Sections 3, 5 and 6 thereof; and

WHEREAS, the Township has determined that the designation of redevelopment areas and rehabilitation areas 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, on April 8, 2015, the Township Committee adopted Resolution 2015-4-3 which referred certain parcels in Columbus Village, a copy of which is attached as Exhibit A, to the Planning Board to investigate whether all or a portion of those parcels within the Study Area would qualify as "Areas in Need of Redevelopment" under the Act; and

WHEREAS, on April 27, 2015, following due notice in accordance with the Act, the Planning Board held a public hearing pursuant to the Act and Resolution 2015-4-3 to investigate and determine whether the parcels within the Study Area satisfy the statutory criteria as a "Redevelopment Area" under the Act; and

WHEREAS, during the hearing, the Planning Board considered testimony of various interested parties and Township officials and examined a report, dated April, 2015 and prepared by Edward Fox, AICP, PP of the Burlington County Bridge Commission, and entitled "Preliminary Investigation for the Determination of Areas in Need of Redevelopment in Columbus Village, Mansfield Township, New Jersey" (the "Planner's Report") which evaluated the parcels within the Study Area collectively and individually to determine whether the individual parcels could be included within a "Redevelopment Area"; and

WHEREAS, the Planner's Report a copy of which is attached as Exhibit B, contained a map, dated October, 2014, which delineated the physical boundaries of the Study Area; and

WHEREAS, following an evaluation of the Planners' Report and testimony received, the Planning Board adopted Resolution No. P.B. 2015-4-1, a copy of which is attached as Exhibit C, recommending which parcels identified in the Planners' Report be designated by the Township Committee as Condemnation and Non-Condemnation Redevelopment Areas under the Act; and

WHEREAS, the Planner's Report recommended that one property, 24491 West Main Street, identified on the municipal tax map as Lots 21-26 of Block 29, be designated Condemnation Redevelopment Areas and that the remaining recommended properties be designated as Non-Condemnation Redevelopment Areas; and

WHEREAS, the Township Committee has reviewed the Planners' Report and desires to accept the recommendation of the Planning Board and to resolve that (i) the parcels set forth in Exhibit D (the "Redevelopment

Areas”) satisfies the criteria set forth in the Act, including *N.J.S.A.40A:12A-3*, *N.J.S.A.40A:12A-5* and *N.J.S.A.40A:12A-6*, and (ii) that such parcels be designated as Condemnation Redevelopment Areas and Non-Condemnation Redevelopment Areas, respectively;

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

1. **DESIGNATION OF AREAS IN NEED OF REDEVELOPMENT.** The Township Committee hereby determines that the parcels set forth in Exhibit A satisfy the criteria set forth in the Act, including *N.J.S.A.40A:12A-3*, *N.J.S.A.40A:12A-5* and *N.J.S.A.40A:12A-6*, and therefore are “areas in need of redevelopment” and are hereby designated as Condemnation Redevelopment Areas and Non-Condemnation Redevelopment Areas, respectively pursuant to the Act. These areas shall be known collectively as the "Columbus Village Redevelopment Area."

2. **RESOLUTION TO BE FILED WITH DEPARTMENT OF COMMUNITY AFFAIRS.** The Clerk of the Township is hereby directed to file a copy of this resolution, including all exhibits, with the Commissioner of the Department of Community Affairs ("DCA"), in accordance with the requirements of *N.J.S.A. 40A:12A-6(b)(5)*.

3. **NOTICE OF ADOPTION.** Notice of Adoption of this resolution shall be published in the Official Newspaper of the Township within a week of its date of adoption. Such Notice shall clearly state that (i) a copy of this resolution has been filed with the Commissioner of the Department of Community Affairs, (ii) when this resolution shall become effective and (iii) that anyone wishing to contest the validity of this resolution shall have 45 days from the date of publication of the notice.

4. **NOTICE OF DETERMINATION.** Notice of the determination from the Commissioner of the Department of Community Affairs shall be served, within 10 days after the determination, upon all record owners of property located within the delineated area, those whose names are listed on the tax assessor's records, and upon each person who filed a written objection thereto and stated, in or upon the written submission, an address to which notice of determination may be sent, in accordance with the requirements of *N.J.S.A. 40A:12A-6(b)(5)*.

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.** As the Condemnation Redevelopment Areas and Non-Condemnation Redevelopment Areas are located in areas in which development, redevelopment are to be encouraged, this Resolution shall become effective upon the filing with DCA as set forth in Section 2 hereof.

Mayor Higgins said that, included in the study was one area that was recommended for possible eminent domain, specifically the Olde Columbus Inne. Although we have no interest in taking it as eminent domain, we are trying to use this as a vehicle to fix it up. **Administrator Fitzpatrick** said the Inne was cited for violations and the owner reported to court. At that point, the prosecutor questioned him about paying for the violation at which time the owner asked for counsel. Although moving forward, it is a slow process.

A motion was offered by **Committeeman Semptimphelter** and second by **Committeeman Puglia** to adopt Resolution 2015-5-3. Motion carried.

RESOLUTION 2015-5-4

RESOLUTION FOR THE RELEASE OF PERFORMANCE BOND FOR WOOLSTON CONSTRUCTION

WHEREAS, Woolston Construction posted a Performance Bond, Number A10-21-64-00 originally established in the amount of \$433,540.00 on September 21, 1993; and

WHEREAS, Performance Bond Number A10-21-64-00 was reduced to \$150,232.50 as per recommendation from Remington & Vernick Engineers dated May 12, 2010, and

WHEREAS, Bond Number LSAA 10002164 was posted by Woolston Construction Company, Inc. on September 22, 2010, and

WHEREAS, Richard Woolston, President of Woolston Construction Company at Russmill Farms, Block 43, Lot 1 has requested the release of Performance/Site Improvement Bond LSAA1000214, and

WHEREAS, Remington & Vernick Engineers has recommended the release of said Performance Bond in communication dated April 14, 2015.

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

1. Agrees to release the Performance Bond Number LSAA1000214 for Woolston Construction Company in the amount of \$150,232.50
2. Waives the Maintenance Guarantee due to the fact that all site improvements have been completed to the Township standards for more than two (2) years.
3. Authorizes the Land Use Coordinator to forward a certified copy of this Resolution to Woolston Construction.
4. Authorizes and directs the Land Use Coordinator to forward the Performance Bond To Woolston Construction.

AND IT IS FURTHER RESOLVED by the Township Committee, as aforesaid, that this release is conditioned upon the payment of all fees incurred by the municipality to the engineer or other professionals in connection with any inspections and reports concerning the improvements covered by said bond or other performance guarantee; and if there be a sufficient sum held in escrow by the township for the purpose of paying for said inspections and reports, said escrow may be utilized for that purpose and in the absence of a sufficient escrow said fees shall be paid by the obligor directly, pursuant to N.J.S.A. 40:55D(2)h.

A motion was offered by **Committeeman Semptimpfelter** and second by **Committeeman Puglia** to adopt Resolution 2015-5-4. Motion carried on a Roll Call Vote, recorded as follows:

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

RESOLUTION 2015-5-5

RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2015 BUDGET PURSUANT TO NJSA 40A:4-87 (CHAPTER 159, P.L. 1948)

WHEREAS, NJSA 40A: 4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of any item of appropriation for equal amount.

SECTION 1

NOW, THEREFORE BE IT RESOLVED on this 13th of May, 2015, that the Township of Mansfield hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2015 in the sum of \$ 196,000.00 which item is now available as an additional revenue for the DOT Axe Factory Road

SECTION 2

BE IT FURTHER RESOLVED that a like sum of \$ 196,000.00 be and the same is hereby appropriated under the caption of:

Section 1 (a)

DOT Axe Factory Rd

Mayor Higgins explained this has to do with the grant for Axe Factory Road.

A motion was offered by **Committeeman Semptimpfelter** and second by **Committeeman Puglia** to adopt Resolution 2015-5-5. Motion carried on a Roll Call Vote, recorded as follows:

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

RESOLUTION 2015-5-6

RESOLUTION SUPPORTING THE *CLICK IT OR TICKET* MOBILIZATION FROM MAY 18-31,2015

WHEREAS, there were 556 motor vehicle fatalities in New Jersey in 2014; and

WHEREAS, a large percentage of the motor vehicle occupants killed in traffic crashes were not wearing a seat belt; and

WHEREAS, use of a seat belt remains the most effective way to avoid death or serious injury in a motor vehicle crash; and

WHEREAS, the National Highway Traffic Safety Administration estimates that 135,000 lives were saved by safety belt usage nationally between 1975-2000; and

WHEREAS, the State of New Jersey will participate in the nationwide *Click It or Ticket* seat belt mobilization from May 18 – 31, 2015 in an effort to raise awareness and increase seat belt usage through a combination of high visibility enforcement and public education; and

WHEREAS, the Division of Highway Traffic Safety has set a goal of increasing the seat belt usage rate in the state from the current level of 88% to 90%; and

WHEREAS, a further increase in seat belt usage in New Jersey will save lives on our roadways;

NOW, THEREFORE, BE IT RESOLVED that Mansfield Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey declares its support for the *Click It or Ticket* seat belt mobilization both locally and nationally from May 18 – 31, 2015 and pledges to increase awareness of the mobilization and the benefits of seat belt use.

CFO Monzo said this is not a budgetary item but supported by a grant. A motion was offered by **Deputy Mayor Gable** and second by **Committeeman Puglia** to approve Resolution 2015-5-6. Motion carried.

RESOLUTION 2015-5-7

RESOLUTION APPROVING THE 2014 LOSAP CERTIFICATION LIST FOR QUALIFICATION OF FRANKLIN FIRE COMPANY VOLUNTEER HOURS

WHEREAS, pursuant to N.J.S.A. 40A:14-191, emergency service organizations participating in a Length of Service Awards Program (LOSAP) shall annually certify to the sponsoring agency a list of all volunteer members who have qualified for credit for the previous year, and;

WHEREAS, the certification shall be based on records maintained by the emergency service organization in accordance with the sponsoring agency's adopted point system, and;

WHEREAS, the required certification has been presented by the Franklin Fire Company to the Local Plan Administrator within, and;

WHEREAS, Local Plan Administrator has reviewed the annual list, requested supporting documentation from Franklin Fire Company to substantiate the information provided, and is satisfied that the list is complete and accurate;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey that the certified list of volunteer members of the Franklin Fire Company who have qualified for credit under LOSAP for the year 2014 is hereby approved, and

BE IT FURTHER RESOLVED that the approved certification list was posted at the office of the Municipal Clerk, and returned to Franklin Fire Company for posting at its location, for a period of 30 days to allow sufficient time for membership review and posting.

A motion was offered by **Committeeman Puglia** and second by **Committeeman Semptimpelster** to adopt Resolution 2015-5-7. Motion carried on a Roll Call Vote, recorded as follows:

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

RESOLUTION 2015-5-8
RESOLUTION AWARDED CONTRACT FOR INFORMATION
TECHNOLOGY SERVICES

WHEREAS, the Township is in need of continuing maintenance and consulting services with respect to its information technology system(s); and

WHEREAS, the selections of qualified respondents were made pursuant to the professional services exception of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. The selection was also subject to the fair and open process authorized by the "New Jersey Local Unit Pay-To-Play" Law, N.J.S.A. 19:44A-20.4 et seq., The Township has structured a procurement process to assure that each person and/or firm was provided an equal opportunity to submit their proposal in response to the RFP/RFQ. The RFP/RFQ respondent was required to comply with the provisions of N.J.S.A. 10:5-31 et seq and N.J.A.C. 17:27-1 et seq, if applicable; and

WHEREAS, F. Gerald Caruso of Networks Plus, LLC has prepared a Response to Request for Proposal/Request for Qualifications (RFP/RFQ) in connection with Mansfield Township's need for information technology services; and

WHEREAS, F. Gerald Caruso of Networks Plus, LLC has been performing the duties of the Township's information technology service since April 27, 2005; and

WHEREAS, the Township Committee is satisfied with the performance of F. Gerald Caruso of Networks Plus, LLC; and

WHEREAS, the CFO has made recommendation that F. Gerald Caruso of Networks Plus, LLC be awarded the contract beginning on May 1, 2015 and ending April 30, 2016 with two one year renewable options which has been duly reviewed and approved by the Township's professional staff and Township Committee Members; and

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 F. Gerald Caruso of Networks Plus for information technology services and equipment in the form annexed hereto in the amount of \$17,500 for the first year (2015/16) and \$17,500.00 for the second year (2016/17) with two one year renewable options.
2. The Mayor and Township Clerk, as necessary, are hereby authorized to execute a Contract and any related documents necessary to effectuate this award in a form substantially the same as that annexed hereto.
3. This award is made available through account numbers:
 - a. 01-201-20-130-159
 - b. 01-201-20-120-159
 - c. 01-201-25-240-159
 - d. 01-201-20-150-159
 - e. 18-201-20-100-9

A motion was offered by **Committeeman Semptimpelster** and second by **Committeeman Puglia** to adopt Resolution 2015-5-8. Motion carried on a Roll Call Vote, recorded as follows:

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

RESOLUTION 2015-5-9
RESOLUTION AMENDING RESOLUTION NUMBER 2015-3-15, ACCEPTING THE REVISED QUOTE
FROM ACCSES NEW JERSEY, INC., CNA SERVICES FOR GENERAL JANITORIAL CLEANING
SERVICES FOR MANSFIELD TOWNSHIP

WHEREAS, the Township has requested a revised quote for providing general janitorial services for the Mansfield Township Municipal Complex, the Police Station, the Training Center, Columbus Park and Georgetown Park from the State of New Jersey authorized Cooperative Purchasing Janitorial Services contractor; and

WHEREAS, a revised quote was received and reviewed on April 17, 2015, from ACCSES New Jersey, Inc., CNA Services., the State authorized Cooperative Purchasing Janitorial Service, in the amount not to exceed \$15,845.24, annually, pursuant to the attached quotation; and

WHEREAS, Accses of New Jersey, Inc., CNA Services has agreed to perform said janitorial services as scheduled pursuant to the attached quote, commencing April 17, 2015; and

WHEREAS, the Chief Financial Officer has certified that funds are available in that amount; 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 Township Committee hereby amends the original Contract award to ACCSES New Jersey, Inc, CNA Services, for general janitorial services at the Mansfield Township Municipal Complex, the Police Station, the Training Center, Columbus Park and Georgetown Park in Mansfield Township, according to the attached quote, which is made a part hereof, and scheduled cleaning dates/times, in the amount not to exceed \$15,845.24, for a one year term beginning on April 1,2015 through March 31, 2016; and
2. This award is made available through the following account: 01-201-26-310-124
3. The Mayor and Township Clerk, as necessary, are hereby authorized to execute a Contract and any related documents necessary to effectuate this award in a form substantially the same as that included in the specifications.

Mayor Higgins said we have had additional services. Therefore, the amendment was added. A motion was offered by **Committeeman Semptimphelter** and second by **Committeeman Puglia** to adopt Resolution 2015-5-9. Motion carried on a Roll Call Vote, recorded as follows:

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

Committeewoman DiGiuseppe commented that, for the first time, the vinyl floors in the hallway look beautiful.

RESOLUTION 2015-5-10

RESOLUTION AWARDING A CONTRACT TO MICHAEL J. ROGERS, SR.

WHEREAS, The Mansfield Township Police Department was granted the status as an Accredited Agency on November 10, 2011; and

WHEREAS, the accreditation is a testament to the dedication and hard work put forth by the officers and staff of the police department; and

WHEREAS, in reaching the goal of the Police Department to maintain the State Accreditation, received a formal quote to provide continued accreditation management services from Michael J. Rogers, Accreditation Manager, Freehold, New Jersey; and

WHEREAS, the award is being made as a quotation under the 15% bid threshold as provided by law; and

NOW, THEREFORE, BE IT RESOLVED BY THE Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey, that the Mayor and Clerk are hereby authorized and directed to execute a contract with Michael J. Rogers in an amount not to exceed \$3,000(up to 75 hours at \$40/hr.).

Mayor Higgins explained this is for special services for the police accreditation process.

A motion was offered by **Committeeman Puglia** and second by **Committeeman Semptimphelter** to adopt Resolution 2015-5-10. Motion carried on a Roll Call Vote, recorded as follows:

AYE: PUGLIA, SEMPTIMPHELTER, DIGIUSEPPT, GABLE, HIGGINS
NAY: NONE ABSENT: NONE ABSTAIN: NONE

RESOLUTION 2015-5-11

RESOLUTION TAX LIEN REDEMPTION

WHEREAS, at the Mansfield Township Tax Sale held on October 5, 2012, a lien was sold on Block 33.01, Lot 15 , also known as 153 Mill Lane for 2011 delinquent taxes; and,

WHEREAS, this lien, known as Tax Sale Certificate # 12-00011 was sold to US Bank Custodian for Pro Capital I, LLC in the amount of \$5,866.46 and,

WHEREAS, PNC Bank has effected redemption of Certificate #12-00011 on behalf of David & Sandra Croshaw.

NOW, THEREFORE, BE IT RESOLVED, the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, authorizes that a check be issued to US Bank Custodian for Pro Capital I, LLC, for the redemption of this lien.

Lien Holder	Lien #	Amount
US Bank Custodian for Pro Capital I, LLC	12-00011	\$69,196.69

A motion was offered by **Committeeman Puglia** and second by **Committeeman Semptimphehler** to adopt Resolution 2015-5-11. Motion carried on a Roll Call Vote, recorded as follows:

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

AGENDA AMENDMENT

A motion was offered by **Committeewoman DiGiuseppe** to amend the agenda to retable a resolution that was previously tabled to award a contract to A Plus Technologies.

Attorney Magee said this is to re-introduce the previously tabled resolution not to exceed \$29,877.99. **Committeewoman DiGiuseppe** made a motion to retable the following resolution. Motion second by **Committeeman Semptimphehler** and carried on a Roll Call Vote, recorded as follows:

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

RESOLUTION 2015-5-13

RESOLUTION AWARDING A CONTRACT TO FLYNN'S ELECTRIC INC.

WHEREAS, Mansfield Township is desirous of installing cameras at Georgetown Park; and
WHEREAS, Mansfield Township is required to run and electrical line to a certain pole in Georgetown Park in order to allow the cameras to be placed in the best location; and
WHEREAS, Flynn's Electric Inc has submitted a quote in the amount of \$3,000.00 dollars for running a 110 volt GFI duplex outlet for cameras at Georgetown Park per the attached quote, made a part hereof; and
WHEREAS, the award is being made as a quotation under the 15% bid threshold as provided by law; and
NOW, THEREFORE, BE IT RESOLVED BY THE Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey, that the Mayor and Clerk are hereby authorized and directed to execute a contract with Flynn's Electric Inc., in an amount not to exceed \$3,000.00.

Committeeman Gable explained electrical work is needed on the same project, prior to the camera installation. **Attorney Magee** said quotes were received which were all under the bid threshold. Flynn Electric Inc. submitted a perform the necessary work to run the line from the concession building to the second pole in Georgetown Park pursuant to specifications by the camera people at a price not to exceed \$3,000. **Attorney Magee** recommended this company. A motion for approval was offered by **Deputy Mayor Gable** and second by **Committeeman Puglia** who thanked our Administrator for negotiation for the grant so we didn't have to use township money. Motion carried on a Roll Call Vote, recorded as follows:

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

(note error in numbering resolutions at the meeting)

RESOLUTION 2015-5-12

RESOLUTION AWARDING A CONTRACT TO FLYNN'S ELECTRIC INC.

WHEREAS, Mansfield Township is desirous of installing cameras at Georgetown Park; and
WHEREAS, Mansfield Township is required to run and electrical line to a certain pole in Georgetown Park in order to allow the cameras to be placed in the best location; and
WHEREAS, Flynn's Electric Inc has submitted a quote in the amount of \$3,000.00 dollars for running a 110 volt GFI duplex outlet for cameras at Georgetown Park per the attached quote, made a part hereof; and
WHEREAS, the award is being made as a quotation under the 15% bid threshold as provided by law; and
NOW, THEREFORE, BE IT RESOLVED BY THE Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey, that the Mayor and Clerk are hereby authorized and directed to execute a contract with Flynn's Electric Inc., in an amount not to exceed \$3,000.00.

MINUTES: April 22, 2015

A motion was offered by **Committeeman Semptimphehler** and second by **Committeeman Puglia** to approve the minutes of the April 22, 2015 meeting. Motion carried.

DISCUSSION/ACTION

- a. Quote received for electrical and cameras for Georgetown Park (was acted on during the meeting.)**

- b. Library – Letter from a young resident.**
Administrator Fitzpatrick read a letter dated April 28, 2015 in its entirety from a

young resident, Emma Bullard, who was requesting a library for the residents of the community. **Mayor Higgins** said he had contacted the Burlington County Library who had informed him that, in order for them to put a library in our municipality, we would have to provide all renovations, maintenance and upkeep, plus books and staff. If this were to be done, it wouldn't happen for two to three years. We are still looking into it through the redevelopment down town. **Committeeman Puglia** said, upon speaking to someone from the library, it appears they are not being used as much due to the computers and internet which appear to be taking over. **Deputy Mayor Gable** made a motion for **Administrator Fitzpatrick** to respond to the resident, as he does appreciate her comments and he wanted her to know we do appreciate the comments and we will consider it if there is a way we can work it out.

c. Sale/Lease/Transfer of Municipal Property

Attorney Magee said he was asked to provide an opinion on a lot on Atlantic Avenue. He indicated that, if we want to sell property that we own, we have to give notice to adjacent property owners to give them an opportunity. Although the lot area in question is 1.62 acres, it is a three acre minimum, it doesn't meet the three acre density test. He plans to speak to Robin Bucchi on Friday about this parcel and another one on Public Road which is even more complicated since it is the result of a Planning Board approval and is an access to a landlocked parcel. As far as the property on Atlantic Avenue, he recommended we send a letter to the adjoining landowners to see if they are interested in it. If they are interested, we would have an appraisal done at their expense and come up with a fair market value which would allow you to sell it at that fair market value. **Attorney Magee** is to prepare the letter.

d. Applications for Explorer Program Membership to the Franklin Fire Company #1 – Trevor England and Michael Williams

A motion was offered by **Committeeman Puglia** and second by **Committeeman Semptimphelter** to approve the above applications. Motion carried.

e. Quote received for UPS back-up batteries

Administrator Fitzpatrick explained that our back up system is not working properly. The problem is that it is not under a maintenance agreement. In talking to the representative, in order to have someone come out and look at it, it would be \$270.00 an hour with a four hour minimum, so it would cost \$1,080.00 for the person to walk in the door. If there are parts needed to fix the problem, that would be extra. The system was originally purchased to serve as a backup for the servers and certain outlets within the court system to allow individuals time to turn their computers down if, in fact, there is a surge or power outage so we do not lose data. We have received quotes from Networks Plus for ongoing service at a much cheaper price. **Committeewoman DiGiuseppe** asked what was determined the last time this was discussed. **Deputy Mayor Gable** said it was discussed and we were advised that we did not need to purchase the maintenance agreement because Networks Plus could handle the maintenance on it without any significant cost. This piece of equipment was very expensive and I don't want to see it let go. Tim was involved with this project. **Engineer Staszewski** said that the maintenance agreement was that there was coverage during the maintenance period of the contract for the renovations, but once that expired, the supplier for Eaton requested a \$5,000.00 per year contract to monitor the system and provide services. At that time the Township was concerned about the price and wanted to evaluate other options. At that time, Network Plus has said they would be willing to service it on a case by case basis. The committee had decided to go in that direction. **Administrator Fitzpatrick** said that he believes the conversation with Networks Plus was with Greg, a previous employee of Networks Plus, who may have said he could work with that piece of equipment. However, when speaking with Jerry, the owner of Networks Plus, he said absolutely not because they have no knowledge of that system nor would they ever agree to work with that system. **Deputy Mayor Gable** said the committee was not given the proper information because that information that was taken from Greg was presented to us like it was Networks Plus. We unfortunately made a decision with bad information. Tonight I am not ready to do anything. We made a big investment in this piece of equipment and I do not have enough information to make a decision. **Committeeman Puglia** agrees with **Deputy Mayor Gable**. **Mayor Higgins** said we will table it.

PUBLIC COMMENT:

Colleen Herbert, 2 Millennium Drive: Recreation is doing a player appreciation night on Tuesday, May 19, 2015. We are doing a photo night for each player that comes to get a photo taken and they will get a ticket for a free ice cream cone. We have the money in our budget because we have it in concessions. I think we are getting a big blow up slide and there is insurance that I will

get over to the Clerk's Office. We are going to have a game under the lights, so I would like to invite the Committee and the Mayor. Next I'm asking that you please answer the young lady who wrote the letter about the library. Lastly, in regard to the condemnation and redevelopment, I would like to ask the Committee to revisit the process of considering the Certificates of Occupancy for changes of ownership. We don't do that here in Mansfield, only for new construction correct? **Solicitor Magee** said only for smoke detectors. **Mrs. Herbert** said we are the minority. Most towns require a C/O for resale. So it is a good time to look at the possibility of implementing property maintenance fines and Certificate of Occupancy requirements. **Administrator Fitzpatrick** asked if there is problems with the town as far as property maintenance, because we have an outstanding property maintenance official that started about 4 or 5 months ago and he has been all over the place. Whenever we receive a phone call, he is on it and will get it fixed. We just had the entire property maintenance ordinance redone. Please have anyone with any property maintenance issues call the Township so we can get it to our Property Maintenance Official. **Committeeman Semptimphelter** said he commends Colleen for all she is doing for the kids, but are there any issues with the slide and insurance. **Solicitor Magee** said it would be no different than any other recreation, which we have had in the past. **Committeewoman DiGiuseppe** asked what time. **Mrs. Herbert** said 5:00pm – 8:00pm.

BLUE LIGHT APPLICATIONS:

Franklin Fire Company members: Barry Rasmussen and Daniel D. VanMater.

Committeeman Semptimphelter offered a motion to approve which was seconded by **Committeeman Puglia**. All ayes. Motion carried.

MOTION FOR ADJOURNMENT:

Committeeman Puglia offered a motion to adjourn the meeting which was seconded by **Deputy Mayor Gable**. Motion carried.

PREPARED BY:

RESPECTFULLY SUBMITTED BY:

Barbara A. Crammer
Deputy Clerk

Linda Semus, RMC
Municipal Clerk