

**TOWNSHIP OF MANSFIELD  
BURLINGTON COUNTY  
MEETING MINUTES**

**Special Meeting**

**November 23, 2013  
3:30 PM**

A special 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, Committeeman Arthur R. Puglia, Committeeman Robert Semptimpfelter, Committeewoman LaVerne Cholewa and Clerk Linda Semus.** Administrator Michael Fitzpatrick was also in attendance.

**Mayor Higgins** called the meeting to order followed by the salute to the flag and a moment of silence.

**Clerk Semus** read 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.

**PROCLAMATION: (read by Clerk Semus)**

*MANSFIELD TOWNSHIP  
BURLINGTON COUNTY*

*PROCLAMATION*

*“DECA”*

*WHEREAS, November, 2015, has been designated DECA Month; and*

*WHEREAS, the mission of DECA is to prepare emerging leaders and entrepreneurs in marketing, finance, hospitality and management; and*

*WHEREAS, DECA’s guiding principles are designed to explain how DECA fulfills their mission; and*

*WHEREAS, DECA enhances the co-curricular education of members through a comprehensive learning program that integrates into classroom instruction, applies learning, connects to business and promotes competition; and*

*WHEREAS, DECA’s activities assist in the development of academically prepared, community oriented, professionally responsible, experienced leaders; and*

*WHEREAS, DECA’s attributes and values describe the organization’s priorities and standards, including competence, innovation, integrity, and teamwork;*

*NOW THEREFORE, BE IT RESOLVED that the Mansfield Township Committee do hereby proclaim November, 2015 as DECA Month.*

*AND BE IT FURTHER RESOLVED that the Mansfield Township Committee hereby urge all their citizens to become familiar with the services and benefits offered by the Northern Burlington County Regional High School DECA Chapter and to support and participate in these programs to prepare them for college and professional careers.*

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

*GIVEN UNDER THEIR HAND AND SEAL OF THE TOWNSHIP OF MANSFIELD THIS  
23rd day of November, 2015*

**BILL LIST:**

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

**AYE: GABLE, PUGLIA, SEMPTIMPHELTER, HIGGINS, CHOLEWA**

**NAY: NONE ABSTAIN: CHOLEWA (abstains from Check 4777) ABSENT: NONE**

**RESOLUTIONS:**

**RESOLUTION 2015-11-12**

**RESOLUTION AUTHORIZING THE HIRE OF PART-TIME SECURITY GUARD FOR THE SECURITY CHECKPOINT OUTSIDE THE MANSFIELD TOWNSHIP MUNICIPAL COURT ROOM ON DAYS THE MUNICIPAL COURT IS IN SESSION IN THE TOWNSHIP OF MANSFIELD, COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

**WHEREAS**, the Township of Mansfield adopted Ordinance 2008-13 on April 9, 2008; and

**WHEREAS**, the Ordinance 2008-13 established the creation of part-time security guards for the Municipal Court; and

**WHEREAS**, Municipal Court is in need of a second part-time security guard to man the Security Checkpoint at the Mansfield/Springfield Township Municipal Court; and

**WHEREAS**, the Chief of Police, Ronald Mulhall, has recommended the hiring of Wayne B. Lebak as the second part-time security guard; and

**WHEREAS**, the Chief of Police has further recommended a \$20.00 per hour rate of compensation for said part-time security guard; 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 agrees to hire Wayne B. Lebak as a security guard to man the Security Checkpoint outside the Mansfield/Springfield Township Municipal Courtroom on days that the Municipal Court is in session; and
2. Said part-time security guards will be paid at the rate of \$20.00 per hour as compensation for providing said services.

A motion was offered by **Committeeman Puglia** and second by **Committeeman Semptimphelter** to adopt Resolution 2015-11-12. Motion carried.

**RESOLUTION 2015-11-13**

**RESOLUTION AMENDING THE HOURLY RATE OF PAY OF PART-TIME SECURITY GUARD, JOSEPH A. FABRITZ**

**WHEREAS**, Joseph A. Fabritz has been a part-time Township employee since November 12, 2008 being compensated at an hourly rate of \$15.51; and

**WHEREAS**, Mr. Fabritz has shown exceptional work ethics and dedication to the Township and thereby the Chief of Police, Ronald Mulhall, has recommended that an increase from \$15.51 to \$20.00 per hour is warranted; and

**NOW, THEREFORE BE IT RESOLVED**, the Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey, does hereby set Mr. Fabritz's rate of pay change from \$15.51 per hour to \$20.00 per hour.

**BE IT FURTHER RESOLVED** these changes will become effective as of November 23, 2015.

A motion was offered by **Committeeman Semptimphelter** and second by **Committeeman Puglia** to adopt Resolution 2015-11-13. Motion carried.

**RESOLUTION 2015-11-14**

**RESOLUTION APPOINTING POLICE OFFICER PHILLIP L. CULOTTA**

**WHEREAS**, a vacancy exists in the rank of patrolman within the Mansfield Township Police Department; and

**WHEREAS**, a selection process was conducted to find the most qualified person to hire in this capacity and **Phillip L. Culotta** has met all the qualification for said position;

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of Mansfield Township, County of Burlington, State of New Jersey at their Special Meeting held on November 23, 2015 that **Phillip L. Culotta**, is so hired, at the recommendation of Chief of Police, Ronald G. Mulhall, Jr. at Step I status in the amount of \$40,466.36, with benefits, and with certification of funds by the Mansfield Township CFO/Treasurer. Appointment to said position is hereby effective as of December 3, 2015.

**BE IT FURTHER RESOLVED** that said appointment is subject to the successful completion of all required background evaluations, and upon clearance by Virtua At Work relative to Pre-employment testing requirements.

A motion was offered by **Committeeman Semptimphelter** and second by **Committeeman Puglia** to adopt Resolution 2015-11-14. Motion carried.

**PUBLIC COMMENT:**

No comments from the public. **Mayor Higgins** closed public comments.

**MAYOR/COMMITTEE COMMENTS:**

No comments made by Committee Members at this time.

**RESOLUTION 2013-11-15**

**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: Professional's RFP review and appointments for Calendar year 2014, Lease Agreement and personnel issues
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.

A motion was offered by **Committeewoman Cholewa** and second by **Committeeman Puglia** to go into Executive session.

A motion was offered by **Committeewoman Cholewa** and Second by **Committeeman Puglia** to come out of Executive Session

**Clerk Semus** explained that matters discussed in executive session was Request for Proposals by professionals needed for the 2016 year and to review all other Resolutions necessary for the Reorganization meeting scheduled for January 4, 2016.

**MOTION TO ADJOURN**

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

**RESPECTFULLY SUBMITTED,**

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

**Approved: December 9, 2015**