

**TOWNSHIP OF MANSFIELD  
BURLINGTON COUNTY  
MEETING MINUTES  
May 2, 2017**

**WORK SESSION MEETING  
4:00pm**

The Work Session Meeting of the Mansfield Township Committee was held on the above shown date with the following in attendance: **Mayor Sean Gable, Deputy Mayor Robert Semptimphelter, Committeeman Arthur Puglia, Committeewoman Laverne Cholewa, Attorney Michael Magee, Administrator Michael Fitzpatrick, and Clerk Linda Semus. Committeeman Higgins was not present.**

**Mayor Gable** called the meeting to order followed by the following opening statement.

Public notice of this meeting pursuant to the Open Public Meetings Act NJSA 10:4-6 to 10:4-21 has been satisfied. Notice of this meeting was properly given in the annual notice, which was adopted by the Mansfield Township Committee on January 3, 2017. 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 6, 2017.

**Mayor Gable** led all with the Flag Salute followed by a moment of silence.

**PUBLIC COMMENT:**

Seeing no one from the audience, the Public Comment was closed.

**DISCUSSION ITEMS AND PROPOSED RESOLUTIONS AND ORDINANCES**

**a. Recycled Contract/Contaminated Property –**

Administrator Fitzpatrick stated that he was approached by a developer looking for 10 to 20 acres of property, owned by the Township. They said they would also consider private property and asked if the Township would point them in the right direction. They were even amenable to property that may be contaminated and they would clean it up. The Township does not have any property to sell and could not think of anyone who may be interested.

**b. JIF Anniversary Luncheon:**

**Mayor Gable and Administrator Fitzpatrick** advised the rest of the Committee that JIF is celebrating its 25<sup>th</sup> Anniversary and as a Thank You to their insured, is providing each Township with \$1,000.00 to pay for a luncheon for all their employees and volunteers.

**Clerk Semus** suggested a picnic which Committee liked that idea. **Mayor Gable** asked Clerk Semus and Administrator Fitzpatrick to figure out all the details and advise the Committee when and where.

**c. General update of Public Works and police:**

The police moving into their new offices has been detained. There are a few things that need to be done and a final inspection could not take place until May 12<sup>th</sup>. If all goes well with the inspection then maybe they could move in Monday or Tuesday of the following week.

**d. Interest from committee for open house late May or early:**

Township Committee felt it best to hold off with an open house until possibly the fall. This will give ample opportunity to have them completely settled in. Clerk Semus asked if the Committee would consider opening up the Administrative side as well since there has not been an open house when they all moved in. Committee agreed to open up all of the Township Offices for residents to visit.

**e. Civic Club Project Update:**

Administrator Fitzpatrick advised that they put in for substantial completion by the Contracting Team, awaiting final punch list.

**f. Dog Park – Letter from Resident:**

Committee exploring the Island Road Property for future consideration of turning a portion of same into a dog park. Administrator Fitzpatrick was asked to check into the insurance/liability issues and Clerk Semus into the cost of actually building the area.

**g. Ordinance for Pet Shop:**

Further research needed. Ordinance put on hold.

**h. Twp Road Repair – priority list – Railroad Avenue inquiry from resident:**

Administrator Fitzpatrick and Public Works Superintendent Jef Jones will sit down and Review all the roadways and provide Committee with a list of those they feel need attention.

**i. Recycling Sticker – Freon Items/White Goods:**

**Clerk Semus** advised the Committee that the County no longer charges the Township for the receipt of freon related items. She asked the Committee if they would like to have this charged deleted from the Township's Fee Ordinance? All were in agreement and asked Solicitor Magee to prepare the Ordinance for First Reading at the next meeting on May 24, 2017.

A motion was offered by **Committeewoman Cholewa** and second by **Committeeman Puglia** to amend the agenda by moving "Old Business" up on the agenda before the Committee goes into Executive Session. Motion carried

**OLD BUSINESS:**

Committeewoman Cholewa said that the Recreation Committee is having a fund raiser at Chickie and Pete's and 10% of all proceeds will go to the Recreation Committee for the scholarship fund. She asked if it were possible for the Recreation Department to get another line item on the budget for depositing any funds over and above the scholarship amounts so that the following year they can utilize that money should their fundraising event from that year not completely cover the two scholarships. They spoke with CFO Monzo and he said that would be fine so long as the Township Committee was fine with same. Committee were all in agreement and asked for this to be back on the May 24<sup>th</sup> meeting to memorialize.

**EXECUTIVE SESSION**

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

**RESOLUTION 2017-5-1**

**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: Contract Negotiations, Pending Litigation, 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.

Upon conclusion of the Executive Session, a motion was offered by **Committeeman Puglia** and second by **Deputy Mayor Semptimphelter** to come out of Executive Session. Motion carried.

**Attorney Magee** said the purpose of Executive Session was to discuss pending litigation, contract negotiations, and personnel issues.

**NEW BUSINESS**

**Administrator Fitzpatrick** stated the DOT has requested the Mayor to join in on a letter for DOT which supports the construction of 2 pedestrian crossings of Route 130 and link 2

RiverLine light rail stops for bicyclists and pedestrians. along the Heritage Trail. Nothing obligates Mansfield to do anything. County said they need our okay to put up a fence and gate with a lock that will lock at dusk. Committee had no issues. Administrator Fitzpatrick will forward to the County.

**Committeewoman Cholewa** asked for explanation of difference between Property Maintenance Official and Code Enforcer. Mayor Gable obliged.

**Committeewoman Cholewa** asked if everyone knew about the bus being asked for by the residents of Waverly Drive. The cost for said bus is \$35,000.00.

**Committeewoman Cholewa** refreshed everyone's memory about Colleen Herbert's request to create an Ordinance for the inspection of homes at time of sale. This would help generate monies for the Township. Solicitor Magee stated that a house inspection is not typically done in Township's that are rural and low population.

**MOTION FOR ADJOURNMENT**

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

**RESPECTFULLY SUBMITTED BY:**

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

**Approved: May 24, 2017**