

**TOWNSHIP OF MANSFIELD  
BURLINGTON COUNTY  
MEETING MINUTES  
December 5, 2017**

**Regular and Executive Meeting: 4:00PM**

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

**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 N.J.S.A. 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.

The meeting was called to order by **Mayor Gable** followed by the Salute to the Flag and a moment of silence.

**EXECUTIVE SESSION**

A motion was offered by **Committeewoman Cholewa** and second by **Committeeman Higgins** to convene into Executive Session as per the following Resolution:

**RESOLUTION 2017-12-1**

**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: 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 **Committeewoman Cholewa** and second by **Committeeman Higgins** to come out of Executive Session.

**RESOLUTIONS**

**RESOLUTION 2017-12-2**

**RESOLUTION RECLASSIFYING LORI HALL-DAVID**

**AS A COURT ADMINISTRATOR FOR THE MANSFIELD-SPRINGFIELD MUNICIPAL COURT**

**WHEREAS**, the Court Administrator will be retiring effective December 31, 2017; and

**WHEREAS**, the Township Committee is desirous in filling that vacant position beginning January 1, 2018; and

**WHEREAS**, the Township has received, from the Honorable Ronald E. Bookbinder, AJSC, of the Burlington County Superior Court, recommendation to re-classify the Deputy Court Administrator, Lori Hall-David, as the full-time Court Administrator within the Mansfield-Springfield Municipal Court within the Township of Mansfield; and

**WHEREAS**, the Township's salary range for said Court Administrator's position provides for a range of 25,000.00 to 60,000.00 per year and the Township Committee has determined that the appropriate compensation for Ms. David is, base salary of \$47,000.00, Springfield Court Stipend \$6,000.00 and an on call stipend of \$2,179.00 for a total of \$55,179.33, with all benefits associated with said full-time position.

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey that Lori Hall-David is hereby reclassified as the full-time Court Administrator for the Township of Mansfield commencing January 1, 2018.

A motion was offered by **Committeewoman Cholewa** and second by **Committeeman Higgins** to adopt Resolution 2017-12-2. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: CHOLEWA, HIGGINS, GABLE**  
**NAY: NONE ABSENT: PUGLIA ABSTAIN: NONE**

**RESOLUTION 2017-12-3**  
**RESOLUTION RECLASSIFYING JENNIFER PIELOCH**  
**AS A SENIOR POLICE RECORDS CLERK**

**WHEREAS**, the Senior Police Records Clerk will be retiring effective December 31, 2017; and  
**WHEREAS**, the Township Committee is desirous in filling that vacant position beginning January 1, 2018;  
and

**WHEREAS**, the Township has received, from Police Chief Ronald Mulhall, recommendation to re-classify the part-time Police Records Clerk, Jennifer Pieloch, as the full-time Senior Police Records Clerk within the Mansfield Police Department; and

**WHEREAS**, the Township's salary range for said position provides for an hourly rate of between \$10.00 and \$29.00 per hour, and the Township Committee has determined that the appropriate compensation for Ms. Pieloch is twenty (\$20.00) per hours with all benefits associated with said full-time position.

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey that Jennifer Pielock is hereby reclassified as the full-time Senior Police Records Clerk for the Township of Mansfield commencing January 1, 2018.

A motion was offered by **Committeewoman Cholewa** and second by **Committeeman Higgins** to adopt Resolution 2017-12-3. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: CHOLEWA, HIGGINS, GABLE**  
**NAY: NONE ABSENT: PUGLIA ABSTAIN: NONE**

**RESOLUTION 2017-12-4**  
**EXTENSION OF HOURS FOR SALE OF ALCOHOLIC BEVERAGE**

**WHEREAS**, New Year's Eve will be celebrated commencing on Sunday, December 31, 2017 through Monday, January 1, 2018, and

**WHEREAS**, Chapter 5, Article II, Section 5-4 of the Code of the Township of Mansfield prohibits the sale, service, or delivery of any alcoholic beverage or the consumption of alcoholic beverages on the licensed premises on Sundays after 9:30 p.m. and before 7:00 a.m. of the following Monday, and

**NOW, THEREFORE, BE IT RESOLVED**, in order to permit the New Year's Celebration at the Licensed Establishments within the township, the Township Committee hereby grants a one-time extension to the hours, thus permitting the sale and/or consumption of alcoholic beverages from Sunday, December 31, 2017 from 12:00 noon until midnight through Monday, January 1, 2018 to 2:00 a.m. after which current established hours will be adhered.

A motion was offered by **Committeewoman Cholewa** and second by **Committeeman Higgins** to adopt Resolution 2017-12-4. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: CHOLEWA, HIGGINS, GABLE**  
**NAY: NONE ABSENT: PUGLIA ABSTAIN: NONE**

**RESOLUTION 2017-12-5**  
**RESOLUTION AMENDING COMPENSATION FOR THE CHIEF AND LIEUTENANT OF THE**  
**MANSFIELD TOWNSHIP POLICE DEPARTMENT**

**WHEREAS**, the Chief and the Lieutenant of the Mansfield Township Police Department perform a variety of duties and a range of functions not required from the lower ranking officers; and

**WHEREAS**, the Chief and Lieutenant are required to conduct these duties and services on an around the clock basis, along with the attendant administrative/supervisor role required of ranking officers; and

**WHEREAS**, the Township has determined that it is in its best interests to modify the compensation for both the Chief and Lieutenant while providing the service; and

**WHEREAS**, the Chief and Lieutenant are "Exempt" salaried employees, and thus are not eligible for overtime pay; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey that the Chief is to be compensated at a rate of ten (10%) percent above the Lieutenant salary to compensate for all duties, and the Lieutenant is to be compensated at a rate of ten (10%) above the Sergeant's base and holiday pay, effective January 1, 2017.

A motion was offered by **Committeewoman Cholewa** and second by **Committeeman Higgins** to adopt Resolution 2017-12-5. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: CHOLEWA, HIGGINS, GABLE**  
**NAY: NONE ABSENT: PUGLIA ABSTAIN: NONE**

**RESOLUTION 2017-12-6**  
**A RESOLUTION TO REPLACE RESOLUTION 2016-4-16 CONDITIONALLY DESIGNATING**  
**FLORENCE-COLUMBUS ROAD, LLC AS A REDEVELOPER FOR A PORTION OF THE**  
**FLORENCE/COLUMBUS REDEVELOPMENT PLAN**

**WHEREAS**, Block 10.02 was inadvertently listed as property owned by Alan Margolis and is hereby excluded from the property referred to in the **Redevelopment Plan; and**

**WHEREAS**, pursuant to the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1, et seq. (the “**LRHL**”) **THE TOWNSHIP OF MANSFIELD** (hereinafter referred to as the “**Township**”) adopted a Resolution duly designating an area in the Township as an area in need of redevelopment, referred to as the Florence/Columbus Redevelopment Area (the “**Redevelopment Area**”); and

**WHEREAS**, via Ordinance No. 2016-4 the Township Committee adopted the Florence/Columbus Redevelopment Plan for the Redevelopment Area (the “**Redevelopment Plan**”); and

**WHEREAS**, on April 21, 2016, the Township received a request from Florence-Columbus Road, LLC, having offices at 1911 South Federal Highway, Suite 800, Delray Beach, Florida 33483, to be conditionally designated redeveloper of the portion of the Florence/Columbus Redevelopment Area consisting of property which is owned by Alan Margolis and is located on Florence/Columbus Road and designated as Block 47.01, Lots 3.02, 9.01, 9.02, 11 and 12 (the “**Property**”); and

**WHEREAS**, Florence-Columbus Road, LLC has met with representatives of the Township Redevelopment Committee and staff to discuss the details of developing the Property in accordance with the Redevelopment Plan; and

**WHEREAS**, the Township Redevelopment Committee has conveyed its summary of discussions with Alan Margolis of Florence-Columbus Road, LLC to the Township Committee, and the Township Committee finds it desirable to conditionally designate Florence-Columbus Road, LLC as the redeveloper of the Property; and

**NOW, THEREFORE BE IT RESOLVED**, the Township Committee of the Township of Mansfield conditionally designates Florence-Columbus Road, LLC as the redeveloper of the Property provided the following actions are taken within 6 months from the adoption of this resolution:

1. Ownership of the Property is legally organized as an Urban Renewal Entity pursuant to LRHL and all applicable laws of the State of New Jersey.
2. Florence-Columbus Road, LLC submits to the Township a written proposal consisting of a project description and site plan.
3. Florence-Columbus Road LLC submits to the Township a draft redevelopment agreement for Township review.

**AND IT BE FURTHER RESOLVED**, upon receiving evidence of the execution of the three (3) conditions set forth above, the Township Committee of the Township shall designate the Urban Renewal Entity, Florence-Columbus Road, LLC, formed by Alan Margolis, as the redeveloper of the Property.

A motion was offered by **Committeewoman Cholewa** and second by **Committeeman Higgins** to adopt Resolution 2017-12-6. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: CHOLEWA, HIGGINS, GABLE**  
**NAY: NONE ABSENT: PUGLIA ABSTAIN: NONE**

**CFO Monzo** explained that the next 5 resolutions are all grants, 4 State Grants, and 1 County Grant including those for drunk driving, recycling, county parks, bulletproof vests, and body armor. In order for us to be able to use these monies, we have to amend our budget.

A motion was offered by **Committeewoman Cholewa** and second by **Committeeman Higgins** to adopt Resolutions 2017-12-7 through 2017-12-11. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: CHOLEWA, HIGGINS, GABLE**  
**NAY: NONE ABSENT: PUGLIA ABSTAIN: NONE**

**RESOLUTION 2017-12-7**  
**A RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE**  
**2017 BUDGET PURSUANT TO**  
**N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948)**

**WHEREAS**, N.J.S.A. 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 5th of December, 2017, 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 2017 in the sum of \$135,000 which item is now available as an additional revenue for the Mansfield Township Municipal Park Development Program – County of Burlington

**BE IT FURTHER RESOLVED** that a like sum of \$ 135,000 be and the same is hereby appropriated under the caption of:

Section 1 (a)  
Municipal Park Development Program

**RESOLUTION 2017-12-8**  
**A RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE**  
**2017 BUDGET PURSUANT TO NJSA 40A:487 (CHAPTER 159, PL 1948)**



A motion was offered by **Committeewoman Cholewa** and second by **Committeeman Higgins** to adopt the following Resolution 2017-12-12. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: CHOLEWA, HIGGINS, GABLE**  
**NAY: NONE ABSENT: PUGLIA ABSTAIN: NONE**

**RESOLUTION 2017-12-12**  
**RESOLUTION FOR THE TRANSFER OF FUNDS IN THE CURRENT FUND IN THE TOWNSHIP OF MANSFIELD FOR THE BUDGET YEAR 2017**

**BE IT RESOLVED** on this 5th day of December, 2017 by the Township Committee for the Township of Mansfield, County of Burlington, that from the surplus balance in the 2017 budget appropriations transfers be made as follows:

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

<u>Title</u>		<u>Transfer From</u>	<u>Transfer To</u>
Audit	OE	4,700.00	
Buildings and Grounds	OE	4,550.00	
Electricity	OE		6,000.00
Water	OE		250.00
Petroleum	OE		1,700.00
Part Maintenance	OE		600.00
Animal Control	OE		700.00
	OE		
TOTAL		\$ 9,250.00	\$ 9,250.00

**BILL LIST: Regular and Escrow**

A motion was offered by **Committeewoman Cholewa** and duly second by **Committeeman Higgins** to approve the bill list as submitted. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: CHOLEWA, HIGGINS, GABLE**  
**NAY: NONE ABSENT: PUGLIA ABSTAIN: NONE**

**MINUTES: November 29, 2017**

A motion was offered by **Committeewoman Cholewa** and duly second by **Committeeman Higgins** to accept the minutes as presented. Motion carried.

**DISCUSSION/ACTION:**

**Hedding Park Grant: Mayor Gable** said a grant has been received for the Hedding Park. It will be necessary to update the pricing on the project. With Jef Jones' assistance, the project will move forward in as early as possible in 2018 as it had been delayed before.

**PUBLIC COMMENT**

Carl Schwartz, 40 Fitzgerald Lane, asked for clarification on Resolution 2017-12-5 in regard to the cost of living increase for the police. He referred to the wording. **Mayor Gable** said that currently, the Lieutenant makes 10% more than the highest paid sergeant and the Chief makes 10% more than the Lieutenant. Since the Officers just signed a new contract for 2017 with an increase, the Chief and Lieutenant are eligible for a 1.5% increase. **Administrator Fitzpatrick** further explained the resolution.

With no more comments or questions, the public comment portion was closed.

**MAYOR AND COMMITTEE COMMENTS**

**Committeewoman Cholewa** referred to the extremely successful hayride held last Saturday. Over 300 people went on the rides. Some were turned away due to time constraints. There was very little help, with possibly only 10 adults for support. The Committee would like to continue with the hay rides and would like the township's support. The only complaint was that there were not enough garbage cans.

**Mayor Gable** felt it was well organized and went smoothly. The volunteers that ran the program did a very good job.

**MOTION FOR ADJOURNMENT**

A motion was offered by **Committeeman Higgins** and second by **Committeewoman Cholewa** 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**