

**TOWNSHIP OF MANSFIELD
BURLINGTON COUNTY
MEETING MINUTES
January 11, 2018, 6:00PM**

The Regular Meeting of the Mansfield Township Committee was held on the above shown date with the following in attendance: **Mayor Robert Higgins, Committeeman Sean Gable, Committeeman Michael Magee, and Committeeman Frederick Cain.** Also in attendance were **Municipal Clerk Linda Semus, Township Administrator Michael Fitzpatrick, Chief Financial Officer Joseph Monzo, Township Engineer Chris Briglia, Township Solicitor John Gillespie, and Deputy Clerk Caitlin Midgette.** **Deputy Mayor Janice DiGiuseppe** was not in attendance.

Mayor Higgins called the meeting to order, followed by the following opening statement read by **Municipal Clerk Semus:**

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. Due to inclement weather, this meeting had been rescheduled from the advertised date of January 4, 2018. Notice of this rescheduled meeting was properly posted and transmitted to the Burlington County Times and the Trenton Times, both of which have been accomplished as of January 9, 2018.

The above statement was followed by the flag salute and a moment of silence.

ENGINEERS REPORT

Township Engineer Briglia provided a detailed report on various projects throughout the municipality, summarized as follows: the resurfacing of Axe Factory Road is set to begin in March 2018; specifications for the resurfacing of Mansfield Road East are currently being formulated and will be submitted to Township Committee and the New Jersey Department of Transportation for review; the revised bids specs for Georgetown Community Park are being prepared for advertisement; title information for the boundary and topographical surveys of the former municipal complex is expected to be received shortly, and will be followed by a subdivision proposal of the area for Township Committee review; drainage repairs located at 959 Mansfield Road West have been addressed and completed; repairs have been completed on road surfaces in Four Seasons; pavement settlement on North Island Road and Millennium Drive has been completed; demolition of the pump house located at the Municipal Complex will take place in January; inlet repairs throughout the municipality continue to be an ongoing process; quotes were received from Rusling Concrete to address pavement settlement on Sherwood Lane; the maintenance bond release for the developer of the Legends of Mansfield is under consideration; the filed application with the New Jersey Department of Transportation for a bike path along Columbus Road is still under review; bonded improvements at the Meadows at Mansfield have proved to be acceptable after review; state funding via the NJDOT 2017 Local Aid application for the resurfacing of Mt. Pleasant Road is still under review; quotes were solicited for the delineation of property pertaining to the Municipal Building parking lot expansion – the total cost of the same is estimated to be approximately \$12,750.00; the mill and overlay of County Route 543 have been completed; pavement preservation of Route 68 is anticipated to be completed in May; the request for a deceleration line in Four Seasons was denied by the New Jersey Department of Transportation; the PSEG tower replacement project continues to be ongoing; and the maintenance bond for the developer of the Covington Estates may need to be extended due to necessary corrective work.

A motion as offered by **Committeeman Magee** and seconded by **Committeeman Cain** to accept the Engineer's Report. Motion carried.

ORDINANCES

ORDINANCE NO. 2018-1

AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF BURLINGTON, NEW JERSEY, PROVIDING FOR ACQUISITION OF EMT VEHICLES (AMBULANCE) IN AND FOR THE TOWNSHIP, APPROPRIATING \$250,000 THEREFOR, AND AUTHORIZING THE ISSUANCE OF \$237,500 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 \$250,000, including the sum of \$12,500 as the down payment for the improvement and 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.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the down payment, negotiable bonds or notes are hereby authorized to be issued in the principal amount of \$237,500, 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 limitations 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 the acquisition of an ambulance for the Township's EMT services, and including customization, painting, decals and related equipment to allow the vehicle to be used for its intended use.

(b) The estimated maximum amount of bonds or notes to be issued for the improvements or purposes is as stated in Section 2 hereof.

(c) The estimated cost of the improvements or purposes authorized herein is equal to the amount of the appropriation herein made therefor.

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 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 current expenses. It is an improvement or purpose the Township may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The average period of usefulness of the improvements or purposes, within the limitations of the Local Bond Law, computed on the basis of respective amounts or obligations for the several purposes and the respective reasonable life thereof within the limitations of the Local Bond Law, is 5 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the 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 \$237,500, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$5,000 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 improvements or purposes.

(e) The Township reasonably expects to commence the acquisition 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 in Section 1 hereof.

Section 7. Any grant moneys received for the purposes described in Section 3 hereof shall be applied either to direct payment of the cost of the improvements 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. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by the Local Bond Law.

A motion was offered by **Committeeman Gable** and seconded by **Committeeman Magee** to introduce Ordinance 2018-1. Motion carried on a Roll Call Vote, as follows:

AYE: GABLE, MAGEE, CAIN, HIGGINS
NAY: ABSENT: DIGIUSEPPE ABSTAIN:

ORDINANCE 2018-2
CALENDAR YEAR 2018
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO
ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Township Committee of the Township of Mansfield in the County of Burlington finds it advisable and necessary to increase its CY 2018 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Township Committee hereby determines that a 3.5% increase in the budget for said year, amounting to 180,405.23 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Township Committee of the Township of Mansfield, in the County of Burlington, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2018 budget year, the final in cap appropriations of the Township of Mansfield shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5% amounting to \$ 5,334,840.23 and that the CY 2018 municipal budget for the Township of Mansfield shall be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

CFO Monzo explained that the above ordinance allows the municipality to increase CAP appropriations by 3.5%, funds of which can be utilized for future use.

A motion was offered by **Committeeman Cain** and seconded by **Committeeman Gable** to introduce Ordinance 2018-2. Motion carried on a Roll Call Vote, as follows:

AYE: CAIN, GABLE, MAGEE, HIGGINS
NAY: ABSENT: DIGIUSEPPE ABSTAIN:

RESOLUTIONS

RESOLUTION 2018-1-23

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY
OF BURLINGTON, NEW JERSEY, SETTING THE 2018
TEMPORARY BUDGET**

WHEREAS, Section 40A-4-19 provides that temporary appropriations may be made to provide for the period between the beginning of the budget year and the date of adoption of the budget; and,

WHEREAS, the date of this resolution is within the first thirty days of the 2018 budget year; and,

WHEREAS, the total of the following temporary appropriations does not exceed 26.25% of the total amount of the appropriations made for all purposes in the 2017 budget (exclusive of Debt Service, Capital Improvement Fund and Public Assistance)

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, at a meeting held January 3, 2018 that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer after adoption.

<u>Department</u>	<u>Current Fund</u>	<u>Amount</u>
A&E: Miscellaneous		5,000.00
A&E: Salary and Wages		20,000.00
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		50,000.00
WCOMP: Workers Compensation		70,000.00
GROUP Insurance		150,000.00
UNEMP: Unemployment		315.00
POLICE: Salary & Wages		175,000.00
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
Capital Improvement Fund	12,500.00
GENERAL OPERATIONS	1,229,145.00
Utility Fund	
Operating Expenses	\$ 15,000.00

CFO Monzo explained that the purpose of the above resolution is to allow the municipality to pay obligations until the 2018 Budget is adopted.

A motion was offered by **Committeeman Magee** and seconded by **Committeeman Cain** to adopt Resolution 2017-1-23. Motion carried on a Roll Call Vote, as follows:

AYE: MAGEE, CAIN, GABLE, HIGGINS

NAY: ABSENT: DIGIUSEPPE ABSTAIN: GABLE (Fire Department)

RESOLUTION 2018-1-24

**RESOLUTION AWARDING A PROFESSIONIAL SERVICE CONTRACT
TO CARROLL ENGINEERING FOR ENGINEERING SERVICES
FOR PROFESSIONAL SURVEYING SERVICES IN THE TOWNSHIP OF MANSFIELD**

WHEREAS, there currently exists a need by the Township of Mansfield to hire an engineer to provide surveying services in connection with the subdivision, sale, and development of the downtown properties owned by the township; and

WHEREAS, the township has requested and received a quote from Township Engineer, Carroll Engineering, located at 105 Raider Boulevard, Suite 206, Hillsborough, New Jersey 08844, to provide the requested services. Said proposal, dated December 15, 2017, is attached hereto and made a part hereof; and

WHEREAS, Carroll Engineering has submitted a quote, not to exceed \$2,500.00, to provide the requested services; 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 Carroll Engineering and Project Manager Rick Brown for engineering services for professional surveying services in connection with the subdivision, sale, and development of the downtown properties owned by the Township of Mansfield in an amount not to exceed \$2,500.00.

2. The Mayor and Township Clerk, as necessary, are hereby authorized to execute a Contract and any related documents necessary to effectuate this award
3. This award is made available through account numbers: 01-201-20-165-127

Mayor Higgins inquired if the funds as provided in the temporary budget would be sufficient to finance the surveying services authorized by the above resolution. **CFO Monzo** stated that appropriate funds are available.

A motion was offered by **Committeeman Gable** and seconded by **Committeeman Cain** to adopt Resolution 2017-1-24. Motion carried on a Roll Call Vote, as follows:

AYE: GABLE, CAIN, MAGEE, HIGGINS
NAY: ABSENT: DIGIUSEPPE ABSTAIN:

RESOLUTION 2018-1-25

RESOLUTION AWARDING A PROFESSIONAL SERVICE CONTRACT TO CARROLL ENGINEERING FOR ENGINEERING SERVICES FOR BOUNDARY AND TOPOGRAPHIC SURVEY OF MUNICIPAL PROPERTY IN THE TOWNSHIP OF MANSFIELD

WHEREAS, there currently exists a need by the Township of Mansfield to hire an engineer to provide boundary and topographic survey surveying services of municipal property in the township; and

WHEREAS, the township has requested and received a quote from our Township Engineer, Carrol Engineering, located at 105 Raider Boulevard, Suite 206, Hillsborough, New Jersey 08844 to provide the requested services. Said proposal, dated November 2, 2017, is attached hereto and made a part hereof; and

WHEREAS, Carroll Engineering has submitted a quote, lump sum of \$9,600.00, to provide the requested services.

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 Carroll Engineering and Project Manager Rick Brown for engineering services for boundary and topographic survey of municipal property in the lump sum of \$9,600.00.
2. The Mayor and Township Clerk, as necessary, are hereby authorized to execute a Contract and any related documents necessary to effectuate this award.
3. This award is made available through account numbers: 01-201-20-165-127

Township Administrator Fitzpatrick noted that the purpose of the above resolution is to define property lines at the former municipal complex, and to subdivide the same to allow the township to continue to own a portion of the property to be utilized as a parking area for the sports fields.

A motion was offered by **Committeeman Magee** and seconded by **Committeeman Cain** to adopt Resolution 2017-1-24. Motion carried on a Roll Call Vote, as follows:

AYE: MAGEE, CAIN, GABLE, HIGGINS
NAY: ABSENT: DIGIUSEPPE ABSTAIN:

BILL LIST: Regular

Mayor Higgins stated that the sole item on the bill list, an expense in the amount of \$80,000.00 owed to the Ambulance Squad, is provided for in the temporary budget and is an expenditure the township supplies yearly.

A motion was offered by **Committeeman Magee** and seconded by **Committeeman Gable** to approve the bill list. Motion carried on a Roll Call Vote, as follows:

AYE: MAGEE, GABLE, CAIN, HIGGINS
NAY: ABSENT: DIGIUSEPPE ABSTAIN:

DISCUSSION/ACTION

A. Sale of Municipal Property – White Pine Road and Old Township Buildings:
Committeeman Gable explained that the township has acquired land, both on White Pine road

and in the downtown area, through the foreclosure process, and suggested that the same be sold or leased to generate taxes. **Mayor Higgins** explained that the property on White Pine Road is a buildable, conforming lot consisting of approximately 4 acres. **Township Solicitor Gillespie** stated that said property will need to be bid. **Mayor Higgins** stated that the property in the downtown area would be suitable for development. **Township Solicitor Gillespie** stated that this property can either be bid, or sold to a private redeveloper via ordinance. **Committeeman Magee** suggested that the nonconforming property in the downtown area be sold to the redevelopers that purchase the former municipal complex. **Mayor Higgins** instructed **Township Administrator Fitzpatrick** to begin the process of bidding and selling the above discussed locations.

B. Concession Stand: Township Administrator Fitzpatrick explained that, as no volunteers are available, the Recreation Committee is interested in providing a stipend to an individual to operate and replenish the concession stand at events instead of going to bid for said services. Discussion ensued between Township Committee and support staff on the matter, and it was concluded that further clarification in writing was required from the Recreation Committee on the same for appropriate review by **Township Solicitor Gillespie**.

C. Conceptual Site Plan – Municipal Complex: Mayor Higgins stated that the conceptual plan for the Municipal Complex will require the township to acquire two additional acres for the project, and inquired if funds were available for the same. **CFO Monzo** replied that there is no specific ordinance currently available to fund the completion of the site plan in its entirety, but that funds may be derived from a previous ordinance that was adopted to provide for the Soccer Complex. Accordingly, **Mayor Higgins** stated that a total approximate cost should be estimated for future planning of the completion of the plan. Township Committee and support staff examined areas of concern with the current plan. Such concerns included the positioning of certain parking areas, unexplained delineation, the size of the fueling and recycling center, the capability of trucks to manage the turn radius within the entrances and exits, and stormwater drainage. Most significantly, **Committeeman Cain** stated that the location of the fueling area should be relocated due to its placement next to designated wetlands, as spills would be problematic to the same. Township Committee also prioritized the plan and discussed which aspects would be beneficial to complete first. Such priorities included the move of equipment from the Public Works Facility on Main Street to the Municipal Complex, the placement of signage and additional parking by the Police Department, and additional parking near the Fire Department.

PUBLIC COMMENT

Ryan Lewis, Chief of the Ambulance Core, expressed gratitude to Township Committee for financing the replacement of the squad's ambulance, as it will serve to better assist residents. Mr. Lewis also thanked Township Committee for approval of the bill list, which will allow ambulance services to continue. Additionally, Mr. Lewis stated that the headquarters of the Ambulance Core, located in a municipal owned building at 41 Fieldcrest Drive, is in need of updates and repairs.

CFO Monzo suggested the utilization of the Houston-Galveston Cooperative Purchasing Program to purchase the new ambulance.

Charles Grover, 35 Vandevere Lane, reflected on the concern voiced by **Committeeman Cain** regarding the location of the fueling station on the conceptual plan for the Municipal Complex. Speaking from professional experience, Mr. Grover stressed extreme caution when operating a fueling station next to wetlands.

There being no additional comments, the public comment portion of the meeting was closed.

MAYOR AND COMMITTEE COMMENT

Township Committee thanked the public for attending.

Mayor Higgins welcomed and introduced newly appointed **Township Solicitor Gillespie**.

MOTION FOR ADJOURNMENT

A motion was offered by **Committeeman Magee** and second by **Committeeman Cain** to adjourn the meeting. Motion carried. Meeting adjourned at 7:10PM.

PREPARED BY:

RESPECTFULLY SUBMITTED BY:

Caitlin Midgette
Deputy Clerk

Linda Semus, RMC, CMR
Municipal Clerk