

**TOWNSHIP OF MANSFIELD  
BURLINGTON COUNTY  
MEETING MINUTES  
December 28, 2017**

**Executive Session - 6:30PM  
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 Sean Gable, Committeewoman Laverne Cholewa, Committeeman Robert J. Higgins, Committeeman Arthur Puglia, Township Engineer Rick Brown, CFO Joseph Monzo, Deputy Clerk Caitlin Midgette, Administrator Michael Fitzpatrick, and Municipal Clerk Linda Semus.**

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

**EXECUTIVE SESSION**

**RESOLUTION 2017-12-13  
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  
Personnel Matters
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 **Committeeman Puglia** and second by **Committeewoman Cholewa** to adopt Resolution 2017-12-12 and to convene into Executive Session at 6:52PM. Motion carried on a Roll Call Vote, recorded as follows:

**AYES: PUGLIA, CHOLEWA, HIGGINS, GABLE**  
**NAYS: ABSTAIN: ABSENT:**

A motion was offered by **Committeeman Puglia** and second by **Committeeman Higgins** to exit Executive Session and return to the public portion of the meeting at 7:20PM.

**Municipal Clerk Semus** stated that the purpose of Executive Session was to discuss the PBA contract and the replacement for Robert Semptimphelter, who has since resigned from his position as Deputy Mayor and Committeeman. Additionally, **Municipal Clerk Semus** announced that Michael Magee has resigned from his appointment as Township Solicitor.

**APPOINTMENT OF TOWNSHIP COMMITTEEPERSON**

**Municipal Clerk Semus** read aloud the official letter from James Soden, President of the Republican County Committee, stating three (3) candidates to fill the unexpired term of Robert Semptimphelter pursuant to law.

A motion was offered by **Committeeman Puglia** and seconded by **Committeewoman Cholewa** to appoint Michael Magee as Township Committeeman to fill the aforementioned unexpired term. The motion carried on a Roll Call Vote as follows:

**AYES: PUGLIA, CHOLEWA, HIGGINS, GABLE**  
**NAYS: ABSTAIN: ABSENT:**

**Municipal Clerk Semus** gave the oath of office to Michael Magee. **Committeeman Magee** took his place on the dais.

**RESOLUTIONS**

**RESOLUTION 2017-12-14**

**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 28th 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:

<u>Title</u>		<u>From</u>	<u>To</u>
Salary and Wage Adjustment	SW	40,000.00	
Tax Collection	SW	2,000.00	
Streets and Roads	SW	15,000.00	
Clerk	OE	2,000.00	
Tax Collection	OE	3,500.00	
Legal	OE	11,134.00	
Affordable Housing	OE	7,500.00	
Admin	SW		1.00
Clerk	SW		5,775.00
Finance	SW		3,030.00
Police	SW		42,000.00
Tax Assessor	SW		600.00
Land Use	SW		2,175.00
Court	SW		8,157.00
Zoning	SW		50.00
Recycling	SW		1.00
Public Health	SW		20.00
Recreation	SW		425.00
Emergency Mgmt	SW		75.00
Fire Inspector	SW		25.00
Finance	OE		100.00
Engineering	OE		5,500.00
Group Insurance	OE		9,400.00
Park Maintenance	OE		600.00
Telephone	OE		100.00
Petroleum	OE		3,100.00
TOTAL		\$ 81,134.00	\$ 81,134.00

A motion was offered by **Committeewoman Cholewa** and seconded by **Committeeman Puglia** to adopt Resolution 2017-12-14. The motion carried on a Roll Call Vote as follows:

**AYES: CHOLEWA, PUGLIA, HIGGINS, GABLE**  
**NAYS: ABSENT: ABSTAIN: MAGEE, GABLE (Fire Inspector)**

**RESOLUTION 2017-12-15**

**RESOLUTION ACCEPTING CHANGE ORDER FOR THE MANSFIELD TOWNSHIP MUNICIPAL COMPLEX WATER AND SEWER SERVICES WITHIN THE TOWNSHIP OF MANSFIELD**

**WHEREAS**, the Township Committee of the Township of Mansfield has awarded a contract to Falasca Mechanical, Inc., with offices located at 3329 N. Mill Road, Vineland, New Jersey 08360 for the purpose of providing Water and Sewer Services to the Mansfield Township Municipal Complex in the Township of Mansfield on June 28, 2016; and

**WHEREAS**, there is an unforeseen need to increase the amount of said contract in order to increase the number of mechanical joint fittings; and

**WHEREAS**, Township Engineer, at the time, Tim Staszewski, of Remington & Vernick Engineers, has provided the proposed change order to the contract, which reads as follows:

Line item #008 for Mechanical Joint Fittings was measured at twelve (12) units from its original contracted units of eight (8). The additional four (4) units at one thousand eight hundred (1,800.00) dollars per unit is an additional cost of seven thousand two hundred (\$7,200.00) dollars.

**Total Change Order: \$7,200.00**

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey, that the aforementioned Change Order is hereby authorized in the amount of \$7,200.00, funds of which will be made available through the following account: 04-215-20-081-810

A motion was offered by **Committeewoman Cholewa** and seconded by **Committeeman Puglia** to adopt Resolution 2017-12-15. The motion carried on a Roll Call Vote as follows:

**AYES: CHOLEWA, PUGLIA, HIGGINS, GABLE**  
**NAYS: ABSTAIN: MAGEE ABSENT:**

**RESOLUTION NO. 2017-12-16**

**RESOLUTION AGREEING TO CONTRIBUTE  
TO INSTALLATION OF DRAINAGE PIPE IN COVINGTON MANOR**

**WHEREAS**, the township is a party to separate agreements with an adjoining property owner, various homeowners, and the Covington Manor Homeowners Association in connection with an existing drainage problem in the Orleans Development known as “Covington Manor”; and

**WHEREAS**, the agreements provide for, in part, the installation of a certain drainage pipe on a portion of the property owned by the Covington Manor Homeowners Association (“HOA”); and

**WHEREAS**, the approximate cost to install the drainage pipe is twelve thousand (\$12,000.00) dollars; and

**WHEREAS**, the Township Committee has agreed to pay one-half of the cost in the amount of five thousand seven hundred eighty-five (\$5,785.00) dollars towards the cost of the installation of the drainage pipe; and

**WHEREAS**, the Township of Mansfield, while not admitting any liability nor establishing any precedent has decided, that on the basis of economics, has elected to contribute to the cost of the installation of the drainage pipe; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey that payment is authorized in the amount of five thousand seven hundred eighty-five (\$5,785.00) dollars to cover one-half of the cost of installing the drainage pipe on a portion of the property owned by the Covington Manor HOA, funds which may be available from the following account 01-201-20-100-299.

A motion was offered by **Committeewoman Cholewa** and seconded by **Committeeman Higgins** to adopt Resolution 2017-12-16. The motion carried on a Roll Call Vote as follows:

**AYES: CHOLEWA, HIGGINS, GABLE**  
**NAYS: ABSENT: ABSTAIN: MAGEE, PUGLIA**

**RESOLUTION NO. 2017-12-17**

**A RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF BURLINGTON, AND STATE OF NEW JERSEY AUTHORIZING THE TRI-PARTITE SANITARY SEWER AGREEMENT BETWEEN THE TOWNSHIP OF MANSFIELD, THE TOWNSHIP OF BURLINGTON, AND VA FLORENCE COMPANY, LLC**

**WHEREAS**, VA Florence Company, LLC (the “Developer”) is the owner of certain real property consisting of a 197.7-acre tract located on Florence-Columbus Road in the Township of Mansfield, New Jersey, identified as Block 47.01, Lots 3.02, 9.01, 9.02, 11 and 12 on the Tax Map of the Township of Mansfield (the “Property”);

**WHEREAS**, the prior owner of the Property, Avis Realty and Re-development, LLC (“Avis”), obtained preliminary site plan approval and other approvals from the Planning Board of the Township of Mansfield for the purposes of constructing approximately one million, eight hundred fifty-two thousand, four hundred forty-four (1,852,444) square feet of buildings on the Property (the “Project”);

**WHEREAS**, the Developer is now the owner of the Property and the developer of the Project;

**WHEREAS**, the Developer proposes to construct certain sewer-related improvements (the “Sewer”) located partially in Mansfield Township and partially in Burlington Township in connection with the Project;

**WHEREAS**, in connection with the proposed Sewer, Mansfield Township, Burlington Township, and the Developer have determined to enter into an agreement that they deem to be in their mutual best interests with regard to billing rates, the method of billing, frequency of payment and related matters; and

**WHEREAS**, the Township Committee has evaluated a proposed Tri-Partite Sanitary Sewer Agreement (the "Agreement") in the form attached hereto as Exhibit A and has determined that the Agreement is in the township's best interests and is consistent with the township's ordinances; and

**WHEREAS**, the Township Committee desires to approve and authorize the execution of the proposed Agreement in the form attached hereto as Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Mansfield, Burlington County, and State of New Jersey, that the execution of the Agreement in the form attached hereto as Exhibit A is hereby approved and authorized.

A motion was offered by **Committeewoman Cholewa** and seconded by **Committeeman Puglia** to adopt Resolution 2017-12-17. The motion carried on a Roll Call Vote as follows:

**AYES: CHOLEWA, PUGLIA, HIGGINS, GABLE**

**NAY: ABSENT: ABSTAIN: MAGEE**

**RESOLUTION 2017-12-18**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF BURLINGTON, NEW JERSEY AUTHORIZING THE TOWNSHIP TO LEASE REAL PROPERTY IDENTIFIED ON THE OFFICIAL TAX MAP OF THE TOWNSHIP OF MANSFIELD AS BLOCK 41, LOT 2.01 FOR THE PERIOD OF JANUARY 1, 2018 THROUGH DECEMBER 31, 2020**

**WHEREAS**, the Township of Mansfield ("Township") is the owner of a parcel of land located on the corner of Island Road and Mansfield Road East, officially identified on the Township tax map as Block 41, Lot 2.01 (the "Property");

**WHEREAS**, the Township has no immediate use for the Property;

**WHEREAS**, pursuant to the provisions of NJSA 40A:12-14, the Township, advertised the bid in accordance with the regulations promulgated there under, to lease the property for farming purposes; and

**WHEREAS**, the Township received a response to said bid solicitation, from M and N Farms, LLC for \$167.00 per tillable acre times 146 acres a year in the amount of \$24,382, for a three year term totaling \$73,146.00; and

**WHEREAS**, the Township, concurrent with this Resolution, has prepared lease specifications offering to lease the property to M and N Farms, LLC, for farming purposes for the leased term of January 1, 2018 through December 31, 2020 for the sum of \$24,382.00 per leased year due on the 1<sup>st</sup> (first) day of February of that year of occupancy.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Mansfield, County of Burlington, New Jersey that:

1. The Township of Mansfield hereby affirms authorization to enter into a leasehold agreement with a lessee for the express purpose of farming the Property.
2. The lease agreement between the Township and the perspective lessee shall be prepared in accordance with the lease specifications as proposed.
3. The Township Mayor and Clerk are hereby authorized to execute on behalf of the Township any and all documents necessary to effectuate the lease of said property for the period of January 1, 2018 through December 31, 20.
4. Any other resolutions inconsistent herewith are repealed and rescinded to the extent of such inconsistency.

A motion was offered by **Committeewoman Cholewa** and seconded by **Committeeman Puglia** to adopt Resolution 2017-12-18. The motion carried on a Roll Call Vote as follows:

**AYES: CHOLEWA, PUGLIA, HIGGINS, GABLE**

**NAYS: ABSENT: ABSTAIN: MAGEE**

**RESOLUTION 2017-12-19**

**RESOLUTION APPOINTING DEPUTY COURT ADMINISTRATOR  
SUZANNE MORALES**

**WHEREAS**, Ordinance 2017-3 entitled "Salaries" has been adopted by the Township Committee of the Township of Mansfield on February 22, 2017 at their Regular Meeting; and

**WHEREAS**, there is a need to fill the vacancy for Mansfield Township Municipal Deputy Court Administrator effective January 2, 2018; and

**WHEREAS**, the Township has received, from the Honorable Ronald E. Bookbinder, AJSC, of the Burlington County Superior Court, approving the recommendation to appoint **Suzanne Morales** as the full-time Deputy Court Administrator for the Mansfield-Springfield Municipal Court within the Township of Mansfield; and

**WHEREAS**, the Township's salary range for said position provides for an hourly rate between \$11.00 and \$25.00 per hour, and the Township Committee has determined that the appropriate compensation for Ms. Morales is \$17.86 per hour, totaling \$32,500.00 per year, together with a stipend from the Springfield Township Court of \$4,000.00 and a \$30.00 per after hour call outs.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey at their Regular Meeting held on December 28, 2017 at 7:30 pm at the Municipal Complex that **Suzanne Morales** be hired as the full time Deputy Court Administrator, effective January 2, 2017, with all benefits associated with full-time employment with the Township of Mansfield.

A motion was offered by **Committeewoman Cholewa** and seconded by **Committeeman Puglia** to adopt Resolution 2017-12-19. The motion carried on a Roll Call Vote as follows:

**AYES: CHOLEWA, PUGLIA, HIGGINS, GABLE**

**NAYS: ABSENT: ABSTAIN: MAGEE**

**BILL LIST: REGULAR AND ESCROW**

A motion was offered by **Committeewoman Cholewa** and seconded by **Committeeman Higgins** to approve payment of the bills. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: CHOLEWA, HIGGINS, GABLE**

**NAY:**

**ABSTAIN: CHOLEWA (7363), HIGGINS (7361) (2961), GABLE (7366) (7323), MAGEE**

**ABSENT:**

**ENGINEER REPORT**

**Engineer Brown** announced that he is ending his employment with Carroll Engineering and will no longer serve as Township Engineer. Accordingly, Mr. Brown introduced Christopher Briglia, who will serve in his place. **Engineer Brown** updated Township Committee on upcoming projects, including the Resurfacing of Axe Factory Road and Georgetown Park Improvements. Both are projected to begin in early spring. Additionally, the subdivision and surveying of the former municipal complex has been implemented with the research of title information. On a separate topic, **Township Administrator Fitzpatrick** stated that the asbestos at the Municipal Complex has been cleared.

**Mayor Gable** thanked **Township Engineer** for his service to the township.

A motion was offered by **Committeewoman Cholewa** and seconded by **Committeeman Puglia** to accept the Engineer's Report. Motion carried.

**CONSENT AGENDA RESOLUTIONS**

**RESOLUTION 2017-12-20**

**RESOLUTION AUTHORIZING REFUND  
OF LANDLORD/TENANT INSPECTION FEE**

**WHEREAS**, Michael L. Boyer has requested a landlord/tenant inspection to be completed on the property located at 24570 East Main Street, Columbus, New Jersey 08022, also known as Block 28, Lot 7; and

**WHEREAS**, said landlord inspection is not necessary as the property owner had previously met the inspection requirements for the same; and

**WHEREAS**, a refund of the \$100.00 charge paid for said inspection shall be reimbursed for the aforementioned reason.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Mansfield, in the County of Burlington and State of New Jersey, that the landlord/tenant inspection fee in the amount of One Hundred Dollars (\$100.00) is hereby refunded.

**RESOLUTION 2017-12-21**

**RESOLUTION AUTHORIZING THE AWARD OF TOWING CONTRACTS  
IN THE TOWNSHIP OF MANSFIELD, COUNTY OF BURLINGTON, AND STATE OF NEW JERSEY**

**WHEREAS**, there is a need for the Township Of Mansfield to have a list of towers to be utilized in the Township of Mansfield; and

**WHEREAS**, pursuant to Township Ordinance 2012-10, a maximum number of Towers to be approved is seven (7), and should any of the first towing companies be disqualified for any reason or withdrawn by the applicant, the township will move down the list to maintain its total of seven (7) towers; and

**WHEREAS**, the Chief of Police has reviewed and submitted the names of the applicants that were deemed eligible; and

**WHEREAS**, the listed applicants will be called on a rotating basis.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey, that:

The Mansfield Township Committee hereby awards contract with below listed applicants effective January 1, 2018:

- Hamilton Auto Clinic
- Flynn' Towing
- Haines Towing
- 2001 Towing
- USA Towing
- Johnson's Towing
- Bill's Auto Body

**BE IT FURTHER RESOLVED** that the Mayor and Township Clerk are hereby authorized and directed to execute an agreement for said towing services for the 2018 calendar year.

**BE IT FURTHER RESOLVED**, that applications for the next contract period shall be received no later than October 1, 2018.

**RESOLUTION 2017-12-22**

**RESOLUTION APPROVING JOB DESCRIPTIONS  
FOR EMPLOYEES OF THE TOWNSHIP OF MANSFIELD**

**WHEREAS**, the Township of Mansfield desires to provide for official job descriptions for employees hired by the municipality with the intended purpose of creating coherency, efficiency, and organization in municipal operations.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey that the job descriptions for municipal employees is hereby approved and made available for public inspection in the Office of the Township Clerk.

**RESOLUTION 2017-12-23**

**RESOLUTION TO REFUND TAX OVERPAYMENTS**

**WHEREAS**, property taxes were overpaid on the properties listed below; and

**WHEREAS**, this overpayment was due to a payment by the homeowner and an Online Payment Company, and the homeowner is requesting a refund;

**NOW THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey hereby memorializes the refunding of the following amounts by the Tax Collector:

<b>Block</b>	<b>Lot</b>	<b>Property Owner</b>	<b>Amount</b>	<b>Check #</b>
42.07	9	Barbara Fulgentiz	\$963.78	7220

**RESOLUTION 2017-12-24**

**RESOLUTION FOR THE REFUND OF DEDUCTIONS**

**WHEREAS**, a Veteran Tax Deduction was allowed on the property listed below for the year 2017 and;

**WHEREAS**, this allowance resulted in an overpayment on said property, and the refund is due to the homeowner.

**NOW THEREFORE BE IT RESOLVED** that the Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey hereby authorizes the refunding of the following:

<b>Block</b>	<b>Lot</b>	<b>Property Owner</b>	<b>Deduction</b>	<b>Amount</b>
42.06	7	Robert Bowden	Veteran	\$250.00

**RESOLUTION 2017-12-25**

**RESOLUTION FOR THE REFUND OF TAX OVERPAYMENT**

**WHEREAS**, Property Taxes were paid on the property listed below; and

**WHEREAS**, this payment was made in error by the previous owner of Block 23.01, Lot 23, by means of the Direct Withdrawal Method Company, and the previous owner is requesting a refund.

**NOW THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey hereby authorizes the refunding of the following amount by the Tax Collector:

<b>Block</b>	<b>Lot</b>	<b>Property Owner</b>	<b>Amount</b>
23.01	23	Manuel Delarosa	\$1,553.10

**RESOLUTION 2017-12-26**

**RESOLUTION FOR THE REDEMPTION OF TAX LIEN**

**WHEREAS**, at the Mansfield Township Tax Sale held on September 18, 2015, a lien was sold on Block 9.04, Lot 7.13, also known as 1 Holly Drive, for 2014 delinquent taxes; and,

**WHEREAS**, this lien, known as Tax Sale Certificate # 15-00001, was sold to US Bank, Custodian for Pro Cap 4; and

**WHEREAS**, Peter E. Zimmiz, Esq. has affected redemption of Certificate #15-00001 on behalf of Dennis and Amy Simmons,

**NOW THEREFORE BE IT RESOLVED**, the Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey, hereby authorizes that a check be issued for the following:

<b>Lien Holder</b>	<b>Lien #</b>	<b>Amount</b>
US Bank Custodian for Pro Cap 4	15-0001	\$109,634.77

**RESOLUTION 2017-12-27**

**RESOLUTION FOR THE CANCELLATION OF TAXES  
DUE TO VETERAN'S EXEMPTION**

**WHEREAS**, N.J.S.A.54:4-3.30A allows for the exemption from taxation from real and personal property for any citizen and resident of the State who has a total or 100% permanent disability as defined by this statute; and,

**WHEREAS**, the properties listed below are owned by a 100% Disabled Veteran.

**NOW THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, hereby memorializes the cancellation of the following 2017 taxes:

<b>Block</b>	<b>Lot</b>	<b>Property Owner</b>	<b>Amount</b>
42.06	6	Frederick P. Bender	\$1,477.03 (2017 Effective 9/5/17)

**RESOLUTION 2017-12-28**

**RESOLUTION FOR THE CANCELLATION OF TAXES  
DUE TO VETERAN'S EXEMPTION**

**WHEREAS**, N.J.S.A.54:4-3.30A allows for the exemption from taxation from real and personal property for any citizen and resident of the State who has a total or 100% permanent disability as defined by this statute; and,

**WHEREAS**, the properties listed below are owned by a 100% Disabled Veteran.

**NOW THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, hereby memorializes the cancellation of the following 2017 taxes:

<b>Block</b>	<b>Lot</b>	<b>Property Owner</b>	<b>Amount</b>
42.14	22	James A. Hooven	\$ 898.50 (2017 Effective 10/24/17)

**RESOLUTION 2017-12-29**

**RESOLUTION FOR THE TRANSFER OF  
TAX SALE PREMIUM TO MUNICIPALITY**

**WHEREAS**, at the Mansfield Township Tax Sale held on October 5, 2012, a lien was sold on Block 29, Lot 22, also known as 24991 West Main Street, and assessed to Peter and Elizabeth Poblete for 2011 delinquent taxes; and,

**WHEREAS**, this lien, known as Tax Sale Certificate # 12-00007 was sold to US Bank, Custodian for Crestar Capital, LLC and was subsequently assigned to US Bank, Custodian for PFS Financial, LLC; and

**WHEREAS**, a Premium of \$10,200.00 was bid on the Certificate; and,

**WHEREAS**, N.J.S.A 54:5-33 states that if a Certificate that contains a Premium is not redeemed within 5 years from the Date of Sale, the amount of the Premium escheats to the Municipality; and,

**WHEREAS**, the 5 Year Limit was reached on October 5, 2017, and said Certificate has not been redeemed.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, authorizes that the Premium in the amount of \$10,200.00 become a part of the funds of the Municipality.

A motion was offered by **Committeewoman Cholewa** and seconded by **Committeeman Puglia** to approve the Consent Agenda Resolutions. Motion carried on a Roll Call Vote as follows:

**MOTION: CHOLEWA                      SECOND: PUGLIA**  
**AYES: CHOLEWA, PUGLIA, HIGGINS, GABLE**  
**NAYS:                                      ABSENT:                                      ABSTAIN: MAGEE**

**MINUTES: December 5, 2017**

A motion was offered by **Committeewoman Cholewa** and seconded by **Committeeman Puglia** to approve the minutes of the December 5, 2017 regular meeting. A Roll Call Vote was taken as follows:

**AYE: CHOLEWA, PUGLIA, HIGGINS, GABLE**  
**NAY:                                      ABSENT:                                      ABSTAIN: MAGEE**

**REPORTS: Clerk, Court, Tax, Construction, Police, EMS, Zoning**

A motion was offered by **Committeeman Puglia** and seconded by **Committeewoman Cholewa** to approve the monthly reports. Motion carried on a Roll Call Vote as follows:

**MOTION: PUGLIA                      SECOND: CHOLEWA**  
**AYES: PUGLIA, CHOLEWA, HIGGINS, GABLE**  
**NAYS:                                      ABSENT:                                      ABSTAIN: MAGEE**

**DISCUSSION/ACTION**

**A. Electric and Water – Gazebo Area:** **Committeewoman Cholewa** inquired about the source of water irrigation and electric supplied to the Veteran’s Memorial at the former municipal complex, as that property is to be sold to a redeveloper. **Township Administrator Fitzpatrick** stated that the electricity is not being provided from the property, but an agreement may need to be formed between the township and the redeveloper for water services to the memorial. Township Superintendent, Jeffrey Jones, will look further into the matter.

**B. Time Capsule:** In relation to the sale of the former municipal complex, **Committeewoman Chowela** noted that the future redeveloper should be made aware of a buried time capsule on the property.



**C. Sign and Subdivision of Old Police and Fire: Committeewoman Cholewa** inquired about the potential subdivision of the former police and fire buildings. Discussion ensued with **Township Administrator Fitzpatrick**. **Mayor Gable** stated that the property is not large enough to support individual septic systems, so it may not be feasible to subdivide the same to sell separately.

**D. EMS Vehicle: Mayor Gable** explained that the EMS requested funds for a catastrophic ambulance repair. As the contract with the EMS states that additional funding can be provided by the township for the same, **Mayor Gable** requested a motion to authorize said funds in the amount of \$494.77.

A motion was offered by **Committeeman Puglia** and seconded by **Committeewoman Cholewa** to approve the aforementioned expenditure. Motion carried on a Roll Call Vote as follows:

**AYE: PUGLIA, CHOLEWA, MAGEE, GABLE**  
**NAY: ABSENT: ABSTAIN: HIGGINS**

**E. New Roads' Findings: Township Administrator Fitzpatrick** stated that it was in the best interest of tax payers to hire a third party firm to review the close out documents for the construction of the new Police Department. The firm, New Road Construction Management, concluded after extensive review that the completed construction of the same meets all necessary requirements.

**F. Conceptual Plans – Town Hall: Township Administrator Fitzpatrick** noted that updated conceptual plans for the Municipal Complex, which include a revision for enhanced lighting, have been received. **Committeeman Higgins** inquired if the lighting will accommodate the proposed additional parking areas. **Mayor Gable** responded that the parking areas will be accommodated. **Township Administrator Fitzpatrick** explained that approval of the conceptual plan will allow the township to move forward with the sale of the former municipal building. **Committeeman Higgins** inquired if the township will acquire additional property with the above-stated conceptual plan. **Township Administrator Fitzpatrick** stated that negotiations may be made to purchase a section of land behind the new Police Department that is currently owned by New Jersey American Water in order for the conceptual plan to come to full fruition. **Mayor Gable** instruction **Township Administrator Fitzpatrick** to move forward with the approval and implementation of the conceptual plan.

**G. (A) Recreation: Mayor Gable** stated that the Recreation Committee requested permission to purchase an ABI Force Field Groomer in the amount of \$26,717.20, funding of which will be sourced through the Recreation Trust Fund General. Currently, said account contains an approximate amount of \$65,000.00. **CFO Monzo** explained that the Recreation Committee currently has several trust funds provided for individual sports and an additional for miscellaneous reserves. The requested equipment can be purchased without impact to reserves for a specific sport. **Township Administrator Fitzpatrick** stressed that no tax payer funds will be used to purchase the same. **Committeeman Higgins** inquired if the aforementioned trust funds will be transferred to the township's Current Fund as discussed at an earlier date. **CFO Monzo** replied that it would be more feasible to purchase the equipment before the start of the spring sports season, and that during the creation of the 2018 Budget, the trust funds will then be reappropriated for capital expenses. **Township Administrator Fitzpatrick** questioned the operation of the vehicle. Recreation Coordinator, Paul Narwid, stated that the vehicle will be maintained and operated solely by members of the Recreation Committee.

A motion was offered by **Committeeman Puglia** and seconded by **Committeewoman Cholewa** to authorize the purchase of an ABI Force Field Groomer in the amount of \$26,717.20, funds of which will be provided through the Recreation Trust Fund General. Motion carried on a Roll Call Vote as follows:

**AYE: PUGLIA, CHOLEWA, HIGGINS, MAGEE, GABLE**  
**NAY: ABSENT: ABSTAIN:**

**G. (B) Recreation – Indoor/Outdoor Facility Use Permits:**

- SJ Ironpigs/SJ Spartans, contact Bryan Frantz, 1/7/18 to 4/18/18-indoor facility
- NBSC Greyhounds, contact Randy Feig, 1/1/18to 12/31/18- Community Park, Civic Club, Georgetown Park and Indoor Facility
- NJ Prime, contact Randy Feig, 1/1/18 to 12/31/18- Community Park, Civic Club, Georgetown Park and Indoor Facility
- NBRHS Girls Softball, contact Brian Sisz, 12/14/17 to 3/8/18- Indoor Facility
- Jersey Outlaws Premier, contact Brian Sisz, 1/1/18 to 3/31/18-Indoor Facility
- Lady Lightning Softball contact John Statuto, 1/1/18 to 3/31/18- Indoor Facility
- NJ Gators Softball, contact Macie McGeehan, 1/1/18 to 7/31/18-Indoor Facility, Civic Club and Community Park
- Dodgers Travel Baseball, contact Brian Guire, 1/1/18 to 12/31/18- Indoor Facility, Civic Club and Community Park
- Bulldogs Baseball contact Bill Perry11/26/17 to 3/30/18-Indoor Facility, Community Park

A motion was offered by **Committeeman Puglia** and seconded by **Committeewoman Cholewa** to approve the above listed facility use permits. Motion carried on a Roll Call Vote, as follows:

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

**NAY: ABSTAIN: ABSENT:**

**PROCLAMATIONS**

**Municipal Clerk Semus** read aloud proclamations for **Committeeman Puglia** and **Committeewoman Cholewa**, as this is their final meeting as members of the Governing Body. **Mayor Gable** presented framed proclamations. **Committeeman Puglia** expressed that it was a pleasure to serve the residents of Mansfield, commended the work ethic of its employees, and stated that he will continue to serve the township to the best of his ability as a private citizen.

**PUBLIC COMMENT**

**CFO Monzo** thanked **Committeeman Puglia** for his service to the township and endorsement for his employment with the same.

Colleen Herbert, 2 Millennium Drive, thanked **Committeeman Puglia** and **Committeewoman Cholewa** for their time and dedicated service to the community, and congratulated **Committeeman Magee** on his appointment.

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

**MAYOR AND COMMITTEE COMMENT**

**Committeeman Magee** expressed his appreciation for the unanimous support he received from the Governing Body for his appointment, and noted his enthusiasm to serve the township in a different capacity.

**Committeeman Higgins** thanked **Committeeman Puglia** and **Committeewoman Cholewa** for their dedication to the township.

**Committeewoman Cholewa** thanked the township employees and volunteers for their support during her term of office.

**Committeeman Puglia** signified the meaning of family, and looks forward to his time as a private citizen.

**Mayor Gable** welcomed **Committeeman Magee**, and thanked **Committeewoman Cholewa** and **Committeeman Puglia** for their service.

**MOTION FOR ADJOURNMENT**

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

**PREPARED BY:**

**RESPECTFULLY SUBMITTED BY:**

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**Caitlin Midgette**  
**Deputy Clerk**

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