

**TOWNSHIP OF MANSFIELD
BURLINGTON COUNTY
SPECIAL MEETING MINUTES
December 28, 2018**

Regular Session & Executive Session – 9:30AM

The Special Meeting of the Mansfield Township Committee was held on the aforementioned date with the following in attendance: **Mayor Robert Higgins, Deputy Mayor Janice DiGiuseppe, Committeeman Sean Gable, Committeeman Michael Magee, and Committeeman Frederick Cain.** Also in attendance were **Municipal Clerk Linda Semus, Township Administrator Michael Fitzpatrick, Deputy Treasurer Bonnie Grouser, Township Solicitor John Gillespie, and Deputy Clerk Caitlin Midgett.**

Mayor Higgins called the meeting to order at 9:31AM, followed by the following opening statement read by **Municipal Clerk Semus**:

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 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 December 7, 2018.

The above was followed by the Flag Salute and a moment of silence.

Committeeman Magee arrived 9:32AM.

ORDINANCE – SECOND READING

Mayor Higgins and Committeeman Magee recused themselves from the meeting for the vote on the following ordinance.

ORDINANCE 2018-18

AN ORDINANCE TO AMEND ORDINANCE 2017-9, “AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD ADOPTING A REDEVELOPMENT PLAN FOR PARCELS WITHIN COLUMBUS VILLAGE REDEVELOPMENT AREA CONSISTING OF THE FORMER MUNICIPAL COMPLEX, THE FIRE STATION AND THE MUNICIPAL POLICE STATION”

WHEREAS, by Ordinance 2017-9, the Township Committee of the Township of Mansfield adopted a Redevelopment Plan for certain properties known as Block 28, Lots 5, 6 and 38, which included the municipal complex, fire station and police station, containing 3.82 acres; and

WHEREAS, by Ordinance 2018-6, the Township Committee authorized the sale of the municipally-owned properties at Block 28, Lots 5 and 6 to Saylor Ponds Commons, LLC; and

WHEREAS, following the adoption of said Ordinance, the Township Committee then entered into an Agreement of Sale with Saylor Ponds Commons, LLC, and over the last year, the parties have discussed the best re-use of the property and have determined that the Redevelopment Plan should be amended, to recognize that certain of the permitted uses contained therein, at pages 12-14, and specifically, subparagraph “H”, “Medical Offices for Doctors, Dentists and Other Licensed Medical Professionals”, might be able to be achieved without requiring formal site plan approval for said use, if certain conditions are met; and

WHEREAS, the Township Committee is desirous of facilitating the adaptive re-use of these buildings, and to do so in fashion that eliminates unnecessary delay and bureaucratic hurdles; and

WHEREAS, in order to achieve same, it is appropriate to amend the Redevelopment Plan to facilitate same.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey that the aforementioned “Columbus-Village/Former Municipal Complex Redevelopment Plan” is hereby amended at Article III “Redevelopment Plan” is hereby amended at page 18, paragraph “H”, to read as follows, with the underlined language being added hereby:

“H. Unless otherwise indicated within this Redevelopment Plan, all provisions of the Code of the Township of Mansfield shall apply. Notwithstanding the foregoing, however, should the former municipal building be adaptively re-used and re-develop for “medical offices for doctors, dentists and other licensed medical professionals” as set forth in paragraph ‘H’ on page 14, *supra*, and if said use is limited to normal business hours, does not entail a “24/7 urgent care” component, requires no further parking than that currently provided onsite, inclusive of the twelve (12) parking spaces being licensed to the Developer by the Township on the property retained by the municipality, and ingress and egress to the site are adequately addressed by the Developer to the satisfaction of the Township Zoning Officer, then, and in those events, site plan approval for said use, from the Township Planning Board, shall not be required; however, all

building, sanitary, and other public health, safety, and welfare codes must be satisfied.”

BE IT FURTHER ORDAINED AND ENACTED that this Ordinance shall take effect upon proper passage in accordance with the law, and any and all Ordinances inconsistent with the terms hereof are hereby repealed to the extent of any such inconsistencies.

Deputy Mayor DiGiuseppe opened the public hearing for Ordinance 2018-18.

Chad White, owner of the Olde Columbus Inne, inquired as to the purpose of the above ordinance. **Township Solicitor Gillespie** explained that the purpose is to amend the redevelopment plan to waive the site plan requirement provided that the developer constructs medical buildings with no additional parking to be in use only during regular business hours. Any other uses to the property will require site plan approval. Mr. White questioned if this ordinance will affect other developers in the area. Mr. Gillespie stated that said ordinance strictly pertains to the former municipal complex.

There being no further comments, the public hearing on Ordinance 2018-18 was closed.

Township Solicitor Gillespie affirmed that the aforementioned ordinance was found by the Planning Board to be consistent with the Master Plan.

A motion was offered by **Committeeman Gable** and seconded by **Committeeman Cain** to adopt Ordinance 2018-18. Motion carried on a Roll Call Vote, as follows:

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

Mayor Higgins and **Committeeman Magee** returned to the dais at 9:38AM.

RESOLUTIONS

**RESOLUTION 2018-12-12
RESOLUTION AUTHORIZING EXECUTION OF
DEVELOPER’S ESCROW AGREEMENT
WITH LIBERTY LAKE DAY CAMP, INC.**

WHEREAS, the Township of Mansfield has been asked to facilitate the expansion of commercial development of certain Property located at 1195 Florence-Columbus Road, Columbus New Jersey, said Property familiarly known as the “Liberty Lake Day Camp” (the “Property”); and

WHEREAS, the Township Committee has determined it to be in the best interests of the residents, citizens, and taxpayers of the Township of Mansfield to facilitate the expanded development of said Property in a fashion the acceptable to the Township; and

WHEREAS, Liberty Lake Day Camp Inc., has proposed to continue to develop the Property, but with new and additional amenities and programs, and the Township is desirous of allowing its professionals and staff to meet with the Developer and its professionals to explore and promote the development of the Property; and

WHEREAS, the Township Committee is desirous of minimizing the costs to the taxpayers associated with said efforts, and has therefore required the Developer to deposit an escrow to fund the costs of the Township’s professionals, and the Developer has agreed to do so; and

WHEREAS, the Township Committee is desirous of executing the attached “Developer’s Escrow Agreement” so that the discussions regarding the development of the Property can commence in earnest.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, that the Mayor and Township Clerk are hereby authorized and directed to execute the attached “Developer’s Escrow Agreement” with Liberty Lake Day Camp, Inc.

A motion was offered by **Committeeman Gable** and seconded by **Committeeman Magee** to adopt Resolution 2018-12-12. Motion carried.

**RESOLUTION 2018-12-13
RESOLUTION ACCEPTING CHANGE ORDER #1 FOR
GEORGETOWN COMMUNITY PARK IMPROVEMENTS**

WHEREAS, the Township Committee of the Township of Mansfield adopted Resolution 2018-2-8 on February 21, 2018, authorizing an award of contract to Command Co, Inc., 1318 Antwerp Avenue, Egg Harbor City, New Jersey 08215 for the purpose of providing for Georgetown Community Park Improvements in the amount of \$147,000.00; and

WHEREAS, Carroll Engineering, the appointed agent responsible for supervising said improvements for the Township of Mansfield, has advised the Township Committee that the contract amount for the aforementioned project should be increased from \$147,000.00 to \$150,420.00 due to unforeseen circumstances requiring excavation services at the area.

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 #1 is hereby authorized in the amount of \$3,420.00.

A motion was offered by **Committeeman Magee** and seconded by **Committeeman Gable** to adopt Resolution 2018-12-13. Motion carried on a Roll Call Vote, as follows:

AYE: MAGEE, GABLE, CAIN, DIGIUSEPPE, HIGGINS

NAY: ABSENT: ABSTAIN:

PUBLIC COMMENT

No public comments.

MAYOR AND COMMITTEE COMMENT

Committeeman Cain requested that a discussion on the budgeting process be held at future meeting. Additionally, Mr. Cain explained that there appears to be poor communication between the Environmental Commission and the Planning Board, as environmental reports are not being submitted to the board in time to review before taking formal action. **Mayor Higgins** stated that this issue will be addressed in the coming year.

EXECUTIVE SESSION

**RESOLUTION 2018-12-14
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:
Matters of Reorganization
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 Cain** and seconded by **Committeeman Magee** to adopt Resolution 2018-12-14 and convene into Executive Session. Motion carried. Township Committee entered same at 9:44AM.

A motion was offered by **Committeeman Cain** and seconded by **Committeeman Gable** to exit Executive Session. Motion carried. Township Committee returned to the dais at 9:52AM.

MOTION FOR ADJOURNMENT

A motion was offered by **Committeeman Magee** and second by **Committeeman Cain** to adjourn the meeting. Motion carried. Meeting adjourned at 9:52AM.

PREPARED BY:

RESPECTFULLY SUBMITTED BY:

**Caitlin Midgette
Deputy Clerk**

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

APPROVED: JANUARY 15, 2019