

**TOWNSHIP OF MANSFIELD
BURLINGTON COUNTY
MEETING MINUTES
January 15, 2019
Executive Session – 5:30PM
Regular Session – 6:00PM**

The Regular Meeting of the Mansfield Township Committee was held on the aforementioned date with the following in attendance: **Mayor Sean Gable, Deputy Mayor Michael Magee, Committeeman Robert Higgins, Committeeman Frederick Cain, Township Administrator Michael Fitzpatrick, Solicitor Jose Calves, Chief Financial Officer Joseph Monzo, Township Engineer John Pyne, Deputy Clerk Caitlin Midgette, and Municipal Clerk Linda Semus.** Committeewoman Janice DiGiuseppe was absent from tonight's meeting.

Mayor Gable called the meeting to order at 5:31PM, 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 in the annual notice, which was adopted by the Mansfield Township Committee on January 3, 2019. 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, posted on the official website, 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 7, 2019.

EXECUTIVE SESSION

**RESOLUTION 2019-1-28
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
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 **Deputy Mayor Magee** to adopt Resolution 2019-1-28 and convene into Executive Session. Motion carried. Township Committee entered the same at 5:32PM.

Committeeman Higgins arrived at 5:37PM.

A motion was offered by **Committeeman Cain** and seconded by **Committeeman Higgins** to exit Executive Session and return to the public portion of the meeting. Motion carried. Township Committee returned to the dais at 6:09PM.

Solicitor Calves stated that the purpose of Executive Session was to discuss matters of contract negotiations and matters falling within attorney-client privilege.

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

ENGINEER'S REPORT:

Township Engineer Pyne summarized the Engineer's Report as follows:

Axe Factory Roadway Improvements: This project is complete and close out documents are being finalized with NJDOT. The resolution for the performance bond release is on tonight's agenda for Township Committee approval.

Mansfield Road East Improvements: Phase I has been completed, and the design for Phase II is currently underway with the project anticipated to start in spring of this year.

White Pine Road Repairs: A meeting will be arranged between the Township Engineer and Barret Paving Co. to discuss same.

Georgetown Park: The Township Engineer will schedule a site visit to analyze the drainage issue at the location and review all quotes received by contractors to correct same.

Minor Subdivision of Former Municipal Complex: This matter will be brought before the County Planning Board on February 19th for review. Approval of same is expected.

Rezoning of White Pine Property: A plan is being prepared by the Township Engineer.

Manheim NJ: A thorough visit of the site will be completed to provide an update to Township Committee.

NJDOT Applications: Two applications were prepared and submitted to NJDOT for the resurfacing of Railroad Avenue and Gaunts Bridge Road.

Margolis Warehouse Project: Bond and escrow estimates were prepared for the different phases of the project, and RVE is prepared to take an active role in the construction and inspection of same.

PSEG: The utility company has inquired about the different roadways that will be resurfaced throughout the township.

Tax Maps: The township's tax maps need to be updated, and a proposal for same is being prepared for consideration.

Construction Office: Minor inspection work is needed at the Construction Office.

Committeeman Higgins recommended that the Township Engineer note on future reports how each project is being funded, such as through developer's escrow, NJDOT aid, etc.

Deputy Mayor Magee inquired if the updating the tax maps is required. **Township Engineer Pyne** confirmed that the same is mandated by statute.

Township Administrator Fitzpatrick thanked Remington & Vernick for their professionalism. **Deputy Mayor Magee** reflected this sentiment.

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

FINANCE

RESOLUTION 2019-1-29 RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF BURLINGTON, NEW JERSEY, SETTING THE 2019 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 2019 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 2019 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 15, 2019 that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer after adoption.

Current Fund

<u>Department</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

1,229,145.00

Utility Fund
Operating Expenses \$ 15,000.00

CFO Monzo explained that the State requires municipalities to adopt a temporary budget by January 31st, and that the same must not be more than 26.25% of the previous year's budget.

A motion was offered by **Committeeman Higgins** and seconded by **Deputy Mayor Magee** to adopt Resolution 2019-1-29. Motion carried on a Roll Call Vote, as follows:

AYES: HIGGINS, MAGEE, CAIN, GABLE
NAYS: ABSTAIN: ABSENT: DIGIUSEPPE

ORDINANCE – FIRST READING

ORDINANCE 2019-2
CALENDAR YEAR 2019
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 2019 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 \$185,033.52 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 2019 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 \$ 5,471,705.89 and that the CY 2019 municipal budget for the Township of Mansfield shall be approved and adopted in accordance with this ordinance.

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.

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.

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 the purpose of the above ordinance.

A motion was offered by **Committeeman Higgins** and seconded by **Deputy Mayor Magee** to introduce Ordinance 2019-2. Motion carried on a Roll Call Vote, as follows:

AYES: HIGGINS, MAGEE, CAIN, GABLE
NAYS: ABSTAIN: ABSENT: DIGIUSEPPE

ORDINANCE 2019-3
AN ORDINANCE AMENDING THE ZONING MAP OF THE TOWNSHIP OF MANSFIELD AND RE-
ZONING CERTAIN PROPERTY KNOWN AS BLOCK 3, LOT 6.06 (537 WHITE PINE ROAD)
FROM "C-2" TO "R-1"

WHEREAS, the Township of Mansfield is the owner, by way of an In Rem Tax Foreclosure of certain property now known as Block 3, Lot 6.06, located at 537 White Pine Road and located in the Township's C-2 commercial zoning district; and

WHEREAS, said property is a remnant portion from a piece previously known as Lot 6.01, which was previously subdivided, and the other half of which has been developed for commercial purposes, while the 3.0 +/- acres owned by the Township of Mansfield has not been developed at all; and

WHEREAS, said property was the subject of a Zoning Board application seeking a use variance to construct a residence on Lot 6.01, situated in the C-2 zone, in 2003-2004; and

WHEREAS, at the time of the application, the Zoning Board found as a fact that:

“The present line between the C-2 Zone District and the R-1 Zone District was drawn to follow tax lot lines. Had the lot lines been drawn as now proposed by the applicant at the time of the drafting of the Master Plan and Zoning Ordinances, the demarcation between the C-2 Zone District and the R-1 Zone District likely would have been as is presently proposed by the applicant. This is because the proposed residential use of the southeasterly part of Lot 6.01 (proposed Lot 6.06), will provide a more regular line of demarcation between use types and cause commercial uses to obtrude less into the residential zone.” (ZBA Resolution 2004-01-04, “Findings of Fact”, par. 7); and

WHEREAS, no development ever occurred on the Lot 6.06 property, following said subdivision, taxes were not paid, and the Township was forced to exercise its rights under the In Rem Tax Foreclosure Act, N.J.S.A. 54:5-104.29 et seq.; and

WHEREAS, in consultation with the Township Planner, it has been recommended that the property be re-zoned for R-1 residential purposes, for the very reasons articulated by the Zoning Board in its above quoted par. 7 of Resolution 2004-01-04; and

WHEREAS, it is in the public interest not only to re-zone the property for planning purposes as articulated by the Zoning Board in 2004, but also to improve the ability of the Township, as the current owner of the property, to sell same at auction, thereby creating a benefit to the taxpayers of the Township of Mansfield.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey as follows:

Article I. The boundaries of the R-1 residential zoning district are hereby re-drawn to include Block 3, Lot 6.06, subject to all standards, requirements, benefits and limitations of said zoning district, and of Zoning Board of Adjustment Resolution 2004-01-04, as said re-drawing of said boundary will better reflect the land use pattern for the area, as articulated by the Zoning Board of Adjustment in 2004, which articulation is incorporated herein and adopted hereby as if set forth at length as one of the premises for the adoption of the Ordinance.

Article II. Upon final adoption of this Ordinance, the Township Engineer is direct to amend the Mansfield Township Zoning Map to include Block 3, Lot 6.06 within the boundaries of the R-1 residential zoning district as indicated above.

Article III. Repealer, Severability and Effective Date.

- A. Repealer. Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.
- B. Severability. In the event that any clause, section, paragraph or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason, then the Township Committee hereby declares its intent that the balance of the Ordinance not affected by said invalidity shall remain in full force and effect to the extent that it allows the Township to meet the goals of the Ordinance.

Effective Date. This Ordinance shall take effect upon proper passage in accordance with the law

Mayor Gable explained that the purpose of the above ordinance is to change the zoning of certain municipal owned property on White Pine Road.

A motion was offered by **Committeeman Cain** and seconded by **Deputy Mayor Magee** to introduce Ordinance 2019-3. Motion carried on a Roll Call Vote, as follows:

AYES: CAIN, MAGEE, HIGGINS, GABLE
NAYS: ABSTAIN: ABSENT: DIGIUSEPPE

RESOLUTIONS

RESOLUTION 2019-1-30

RESOLUTION TO AMEND RESOLUTION 2019-1-6, “APPOINTMENT OF MUNICIPAL POSITIONS/BOARDS/EMPLOYEES”

BE IT HEREBY RESOLVED that the following individuals were recommended by the Mansfield Township Committee as members to various boards and committees for the year 2019; and

WHEREAS, Resolution 2019-1-6, which was adopted by the Mansfield Township Committee at their Reorganization Meeting of January 3, 2019, be and is hereby amended as follows:

Mansfield Township Planning Board:

Alternate #1: Rudy Ocello... Filing unexpired term.....Term expires 12-31-19

Mansfield Township Zoning Board:

Mark Clark.... Filing unexpired term.....Term expiration 12-31-21

Barbara A. Crammer, Alternate I.... Filing unexpired term.....Term expiration 12-31-19

Judith A. Oiler, Alternate II.....Term expiration 12-31-20

A motion was offered by **Deputy Mayor Magee** and seconded by **Mayor Gable** to adopt Resolution 2019-1-30. Motion carried on a Roll Call Vote, as follows:

AYES: MAGEE, GABLE, CAIN, HIGGINS
NAYS: ABSTAIN: ABSENT: DIGIUSEPPE

RESOLUTION 2019-1-31
A RESOLUTION APPROVING PARTICIPATION WITH THE STATE OF NEW JERSEY IN A SAFE AND SECURE COMMUNITIES PROGRAM FOR THE YEAR 2019 ADMINISTERED BY THE DIVISION OF CRIMINAL JUSTICE DEPARTMENT OF LAW AND PUBLIC SAFETY

WHEREAS, the Township of Mansfield wishes to apply for funding of approximately \$30,000.00 with a match of \$97,555.75 for an approximate project total cost of \$127,555.75 for a project under the State of New Jersey Safe and Secure Communities Grant Program; and

WHEREAS, the Mansfield Township Committee has reviewed the accompanying application and has approved said request; and

WHEREAS, the project is a joint effort between the Department of Law and Public Safety and the Township of Mansfield for the purpose described in the application.

NOW, THEREFORE, BE IT RESOLVED by the Mansfield Township Committee that:

1. As a matter of public policy the Township of Mansfield wishes to participate to the fullest extent possible with the Department of Law and Public Safety covering the period of October 15, 2018 through October 14, 2019.
2. The Attorney General will receive funds on behalf of the applicant, under subaward P-19-0319.
3. The Division of Criminal Justice shall be responsible for the receipt and review of the applications for said funds.
4. The Division of Criminal Justice shall initiate allocations to each application as authorized.

A motion was offered by **Deputy Mayor Magee** and seconded by **Committeeman Cain** to adopt Resolution 2019-1-31. Motion carried on a Roll Call Vote, as follows:

AYES: MAGEE, CAIN, HIGGINS, GABLE

NAYS: ABSTAIN: ABSENT: DIGIUSEPPE

RESOLUTION 2019-1-32
RESOLUTION AWARDING A PROFESSIONAL SERVICE CONTRACT TO CME ASSOCIATES, 1460 ROUTE 9 SOUTH, HOWELL, NEW JERSEY 07731 FOR THE PREPARATION OF AN OUTBOUND TOPOGRAPHICAL SURVEY FOR BLOCK 30, LOT 2.01

WHEREAS, the Township Committee of the Township of Mansfield is determined to provide for an Outbound Topographic Survey in connection with the minor subdivision for a proposed land swap located at Block 30, Lot 2.01; and

WHEREAS, CME Associates, 1460 Route 9 South, Howell, New Jersey 07731, has submitted a proposal dated November 16, 2018, said proposal attached hereto and made part hereof, to provide for the above stated engineering services in an amount not to exceed \$34,500.00; and

WHEREAS, the Township Committee of the Township of Mansfield desires to award a contract to CME Associates in the amount of \$34,500.00 to provide for the aforementioned 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 CME Associates, 1460 Route 9 South, Howell, New Jersey 07731, for the production of an Outbound Topographic Survey in connection with the minor subdivision for a proposed land swap in an amount not to exceed \$34,500.00.
2. The Mayor and Township Clerk, as necessary, are hereby authorized to execute a contract and any related documents necessary to effectuate the same.
3. This award is made available through account numbers: 04-215-20-081-810

Mayor Gable explained that the above resolution relates to the potential land swap with American Water in order to expand the property at the Municipal Complex to provide an equipment area for the Public Works Department. Said payment will be funded through a bond ordinance adopted in the previous year.

A motion was offered by **Deputy Mayor Magee** and seconded by **Committeeman Higgins** to adopt Resolution 2019-1-32. Motion carried on a Roll Call Vote, as follows:

AYES: MAGEE, HIGGINS, CAIN, GABLE

NAYS: ABSTAIN: ABSENT: DIGIUSEPPE

**RESOLUTION 2019-1-33
RESOLUTION AMENDING RESOLUTION 2019-1-27
APPOINTMENT OF POLICE SERGEANT JEFFREY SMITH AS THE
MUNICIPAL HUMANE LAW ENFORCEMENT OFFICER**

WHEREAS, by way of Resolution 2019-1-27, the Township Committee of the Township of Mansfield appointed Sergeant Jeffrey Smith as Municipal Humane Law Enforcement Officer pursuant to N.J.S.A. 4:22-14.1c; and

WHEREAS, said Resolution 2019-1-27 inadvertently failed to set forth an annual salary for said position and therefore requires an amendment to reflect the same.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, that Resolution 2019-1-27 is hereby amended to include an annual salary of \$500.00 for the position of Municipal Humane Law Enforcement Officer.

A motion was offered by **Committeeman Higgins** and seconded by **Deputy Mayor Magee** to adopt Resolution 2019-1-33. Motion carried on a Roll Call Vote, as follows:

AYES: HIGGINS, MAGEE, CAIN, GABLE
NAYS: ABSTAIN: ABSENT: DIGIUSEPPE

**RESOLUTION 2019-1-34
RESOLUTION AUTHORIZING THE RELEASE OF PERFORMANCE GUARANTEE
RELATED TO THE AXE FACTORY ROAD IMPROVEMENTS PROJECT**

WHEREAS, Earle Asphalt Company posted Performance Guarantee No. 82457899 in the amount of \$108,013.13 in relation to the Axe Factory Road Improvements project authorized by Resolution 2017-10-7 of the Township Committee; and

WHEREAS, Carroll Engineering has recommended the release of said Performance Guarantee contingent upon the posting of a Maintenance Guarantee in the amount of \$107,156.82; and

WHEREAS, Earle Asphalt Company has provided to the township Maintenance Bond No. 82457899M in the aforementioned required amount.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, agrees as follows:

1. Release the Performance Guarantee No. 82457899 in the amount of \$108,013.13 as related to the Axe Factory Road Improvements project.
2. The Municipal Clerk is hereby authorized and directed to forward said Performance Guarantee to Earle Asphalt Company.

A motion was offered by **Committeeman Cain** and seconded by **Deputy Mayor Magee** to adopt Resolution 2019-1-34. Motion carried on a Roll Call Vote, as follows:

AYES: CAIN, MAGEE, HIGGINS, GABLE
NAYS: ABSTAIN: ABSENT: DIGIUSEPPE

BILL LIST: Regular and Escrow

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

AYES: MAGEE, HIGGINS, CAIN, GABLE
NAYS: ABSTAIN: GABLE (8632, 8649, 8661) ABSENT: DIGIUSEPPE

REPORTS: Clerk, Court, Construction, Zoning, 2018 Annual Zoning Report, EMS, Fire, Police, Tax, Finance

A motion was offered by **Committeeman Higgins** and seconded by **Deputy Mayor Magee** to accept the above listed reports. Motion carried.

MINUTES:

- December 19, 2018, December 28, 2018, January 7, 2019

A motion was offered by **Deputy Mayor Magee** and seconded by **Committeeman Cain** to approve the above listed minutes. Motion carried.

- January 3, 2019

A motion was offered by **Committeeman Cain** and seconded by **Deputy Mayor Magee** to approve the minutes of January 3, 2019. Motion carried on a Roll Call Vote, as follows:

AYES: CAIN, MAGEE, GABLE

NAYS: ABSTAIN: HIGGINS ABSENT: DIGIUSEPPE

DISCUSSION

A. Lighting and Signage for Municipal Complex: **Mayor Gable** stated that he would like Township Committee to consider moving forward with installing lighting and signage at the Municipal Complex as outlined by architectural drawings. Slight discussion ensued on

A motion was offered by **Committeeman Cain** and seconded by **Deputy Mayor Magee** to amend the agenda to include a discussion item to analyze the communication issues between the Environmental Commission and the Planning Board. Motion carried.

B. Committeeman Cain explained that the Environmental Commission has not providing reports to the Planning Board in a timely manner for review before the board votes on certain applications. Accordingly, both entities have discussed ways in which this situation can be rectified. **Township Administrator Fitzpatrick** stated that a quote was received by Ed Fox, Township Planner, in the amount of \$435 to review and update procedures to ensure proper communication between the Environmental Commission and the Planning Board.

A motion was offered by **Committeeman Cain** and seconded by **Deputy Mayor Magee** to approve the above quote from Mr. Fox in the amount of \$435 to provide for the aforementioned service. Motion carried on a Roll Call Vote, as follows:

AYES: CAIN, MAGEE, HIGGINS, GABLE

NAYS: ABSTAIN: ABSENT: DIGIUSEPPE

PUBLIC COMMENTS

Colleen Herbert, 2 Millennium Drive, inquired if Phase II of Mansfield Road East will finish the entirety of the road. **Mayor Gable** responded that Phase II will complete the road up to the intersection of North Island Road. Ms. Herbert stated that the intersection of Mansfield Road East and North Island Road tends to get dangerous, and suggested that minor repairs be completed until the project begins later in the year. **Mayor Gable** stated that the same will be inspected, and asked that **Township Administrator Fitzpatrick** also report the dangerous potholes at Mansfield Road East and Route 206 to the state. On a separate topic, Ms. Herbert thanked **CFO Monzo** for the budget information presented today, and inquired if the finance report submitted to Township Committee is for public view. Mr. Monzo stated that the same is public record. Regarding budget expenditures, Ms. Herbert also questioned why two engineers are present at tonight's meeting. **Township Engineer Pyne** stated that Remington & Vernick does not charge for meeting appearances. Lastly, Ms. Herbert questioned why an engineer is needed to create the sign for the Municipal Complex. **Mayor Gable** stated that the role of an engineer will be as limited as possible.

Carl Schwartz, 40 Fitzgerald Lane, asked for clarification on the brief discussion of escrow funds between Township Committee and Township Engineer. **Mayor Gable** explained that some engineering projects are funded through municipal funds, via NJDOT grant funds, or a developer's escrow. Accordingly, Township Committee requested that the engineer provide a notation on the Engineer's Report indicating how each project on same is being funded. Mr. Schwarz inquired on how the topographical survey, approved via Resolution 2019-1-32, will be funded. **CFO Monzo** responded that the same will be funded via a bond ordinance approved last fiscal year. Mr. Schwarz stated that it appears funds are being expended on the Municipal Complex without a detailed plan on how to move forward with same. **Mayor Gable** responded that Township Committee is working from an architectural design plan, and what has been discussed tonight is a part of said plan. However, no plans have been set forth for the second floor. Discussion ensued on same. On a separate topic, Mr. Schwarz asked if he has to file an Open Public Records Act request in order to receive public records. **Municipal Clerk Semus** responded. Lastly, Mr. Schwarz listed his goals for the Township Committee for the coming year, with such goals including holding quarterly and informal town hall meetings, providing residents with a summary of ordinances and resolutions on the agenda, increased communication between the township and residents, etc.

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

MAYOR AND COMMITTEE COMMENTS

Township Committee thanked the public for attending and contributing to tonight's meeting.

ADJOURNMENT

A motion was offered by **Deputy Mayor Magee** and seconded by **Committeeman Cain** to adjourn the meeting. Motion carried. Meeting adjourned at 7:06PM.

Prepared by:

Respectfully submitted by:

Caitlin Midgette, Deputy Clerk

Linda Semus, Municipal Clerk

APPROVED: