

**TOWNSHIP OF MANSFIELD
BURLINGTON COUNTY
MEETING MINUTES
May 15, 2019
Regular Session 7:00PM**

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

Mayor Gable called the meeting to order at 7:00PM, 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 via Resolution 2019-3-14, which was adopted by the Mansfield Township Committee on March 20, 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 March 21, 2019.

EXECUTIVE SESSION

**RESOLUTION 2019-5-12
RESOLUTION AUTHORIZING CLOSED EXECUTIVE SESSION**

WHEREAS, Section 7 of the Open Public Meetings Act, Chapter 213, P.L. 1975 [NJSA 10:4-12(B)] permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exists;

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

1. The public shall be excluded from discussion of, action on and reviewing the Minutes of the hereinafter specified matters.
2. The general nature of the subject matter to be discussed is as follows:
Personnel and Pending Litigation
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 Higgins** to adopt Resolution 2019-5-12 and convene into Executive Session. Motion carried. Township Committee convened into Executive Session at 6:16PM.

A motion was offered by **Committeeman Cain** and seconded by **Committeewoman DiGiuseppe** to exit Executive Session and return to the public portion of the meeting. Motion carried. Township Committee returned to the dais at 7:07PM.

Township Solicitor Calves explained that the purpose of Executive Session was to discuss pending litigation and personnel issues.

The regular meeting was called to order by **Mayor Gable** followed by the flag salute and a moment of silence.

PRESENTATION – Chief Ronald Mulhall

Chief Mulhall discussed with Township Committee vehicle replacement requests, and if approved, would like to purchase three new vehicles through a certain cooperative purchasing contract. **Mayor Gable** inquired if there is sufficient capital funds to purchase said vehicles. **CFO Monzo** stated that down payments for new vehicles have been provided for, and recommended that Committee adopt a bond ordinance to fund any capital needs for the year. Mr. Monzo noted that there is approximately \$400,000 that can be spent before the township reaches its debt limit. **Committeeman Cain** inquired if the retired vehicles will be auctioned. Chief Mulhall confirmed same.

On a separate topic, Chief Mulhall requested permission to hire an additional part-time special class II officer to provide support and flexibility to the department in handling traffic issues, special events, and court security. Chief Mulhall further explained that should a vacancy occur for a full-time officer, the special class II can be appointed to fill the position. **CFO Monzo** confirmed that the hiring of a special class II officer has been provided for in the budget. Township Committee agreed to move forward in the hiring of said part-time officer.

Colleen Herbert, 2 Millennium Drive, inquired about the number of full-time and part-time officers currently serving the department. Chief Mulhall stated that there are 14 full-time and 1 part-time officers. Ms. Herbert noted that there appears to be frequent turnover in the department, and inquired if the township has taken any steps to prevent the same from occurring. **Committeeman Higgins** stated that the township has agreed to provide monetary increases to officers who remain on the force long-term.

ENGINEER'S REPORT

Township Engineer John Pyne summarized the Engineer's Report as follows: permission to update the township's tax maps is still pending; investigation for the correction of White Pine Road has been completed and a recommendation was submitted in the approximate amount of \$79,000; NJDOT is currently accepting grant applications; the punch list for Georgetown Park should be addressed shortly by the contractor; the design for Mount Pleasant Road is underway; two road opening permits were received for the Margolis Warehouse Project for water services on Mill Lane and Sharp Road.

Mayor Gable inquired if Committee would like to move forward in taking action on the tax map updates at the next regular meeting. **CFO Monzo** explained that in order to fund the updates, the Committee will have to adopt a special emergency appropriation. It was decided that the same will be discussed further at a later meeting. Separately, Township Committee discussed how to fund the White Pine Road resurfacing project. **CFO Monzo** recommended that the engineer contact the State to inquire if remaining funds from a previously completed project on White Pine Road can be utilized, and if not, recommended that the repair costs and engineering fees for same be provided for in the same bond ordinance for the purchase of police vehicles.

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

ORDINANCES – SECOND READING

ORDINANCE 2019-11 AN ORDINANCE TO AMEND CHAPTER 25 OF THE CODE OF THE TOWNSHIP OF MANSFIELD ENTITLED "PROPERTY MAINTENANCE"

WHEREAS, in 2015 the Township Committee of the Township of Mansfield adopted Ordinance 2015-2, which entrusted the authority to conduct inspections and enforce code violations to the Property Maintenance Official, Building Inspector, and the Mansfield Township Police Department; and

WHEREAS, the Township Committee now desires to amend the Code of the Township of Mansfield to additionally authorize the Burlington County Health Department to conduct inspections to determine the conditions of dwellings and premises located within the Township; and

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. AMENDED SECTIONS.

A. Chapter 25-9 of the Township Code of the Township of Mansfield entitled "Inspection; enforcement; notice of violation; order; hearing; emergencies; cost" is hereby amended as follows [newly added material is indicated by underlined text; deletions are indicated with ~~strikethrough~~]:

§25-9 Inspection; enforcement; notice of violation; order; hearing; emergencies; cost

(A) Township Committee to supervise administration of inspections, regulations, enforcements and hearings on violations. The Township Committee is hereby designated to supervise and direct all inspections, regulations, enforcements and hearings on violations of the provisions of this code, unless expressly stated to the contrary. The Burlington County Health Department, Property Maintenance Officer, Building Inspector or Mansfield Township Police Department, or his designee, shall be and is designated by the Township Committee to perform such duties as may be necessary to the enforcement of this code, including the making of inspections. Any resident of Mansfield Township shall have standing to bring a complaint to the Municipal Court for enforcement of this article.

[Subsections B through P to remain unchanged.]

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

Mayor Gable opened the floor for the public hearing on Ordinance 2019-11. There being no comments, the public hearing was closed.

A motion was offered by **Committeeman Cain** and seconded by **Committeewoman DiGiuseppe** to adopt Ordinance 2019-11. Motion carried on a Roll Call Vote, as follows:

AYE: CAIN, DIGIUSEPPE, HIGGINS, GABLE

NAY: ABSTAIN: ABSENT: MAGEE

RESOLUTIONS

RESOLUTION 2019-5-13

**RESOLUTION IN SUPPORT OF PATH TO PROGRESS RECOMMENDATIONS MADE BY
NEW JERSEY ECONOMIC AND FISCAL POLICY WORKGROUP**

WHEREAS, New Jersey faces a daunting fiscal crisis; and

WHEREAS, for two decades, while county and municipal governments made the proper pension payments, New Jersey governors from both parties severely underfunded the pension system for teachers and State government workers; and

WHEREAS, while local government pension systems are funded at the national average, the State's unfunded liability for pensions and retiree health benefits now tops \$150 billion – four times the size of the State budget; and

WHEREAS, actuaries project the State will have to increase its pension contribution from \$3.2 billion in this year's budget to \$6.7 billion to reach the Actuarially Required Contribution (ARC) by FY 2023; and

WHEREAS, health care costs continue to rise, and New Jersey and its local governments cannot sustain the unparalleled platinum-level benefits that they provide to their employees; and

WHEREAS, municipalities cannot address other major cost drivers, such as career-end sick leave payouts in excess of \$100,000, without relief from State government; and

WHEREAS, the State must bring pension and health care costs under control before they crowd out all other important spending needs, such as reinvestment in NJ Transit, making higher education more affordable and properly funding state aid to school districts to hold down property taxes.

NOW, THEREFORE BE IT RESOLVED that Mansfield Township expresses its support for the recommendations of the Path to Progress report issued by the New Jersey Economic and Fiscal Policy Workgroup; and

BE IT FURTHER RESOLVED, that a copy of this Resolution is forwarded to Assemblyman Joe Howarth, Assemblyman Ryan Peters, Senate President Sweeney, Assembly Speaker Coughlin, Senator Paul Sarlo, Senator Steve Oroho, Assembly Majority Leader Greenwald, Assemblywoman Eliana Pintor-Marin, Senator Tony Bucco, Senator Troy Singleton, Senator Dawn Marie Addiego, the Governor of State of New Jersey, the New Jersey Association of Counties, and the New Jersey State League of Municipalities.

A motion was offered by **Committeewoman DiGiuseppe** and seconded by **Committeeman Cain** to table Resolution 2019-5-13. Motion carried.

RESOLUTION 2019-5-14

**RESOLUTION IN SUPPORT OF “CLICK IT OR TICKET” MOBILIZATION
OF MAY 19, 2014 THROUGH JUNE 1, 2014**

WHEREAS, there were 565 motor vehicle fatalities in New Jersey in 2013; and

WHEREAS, a large percentage of the motor vehicle occupants killed in traffic crashes were not wearing a seat belt; and

WHEREAS, use of a seat belt remains the most effective way to avoid death or serious injury in a motor vehicle crash; and

WHEREAS, the National Highway Traffic Safety Administration estimates that 135,000 lives were saved by safety belt usage nationally between 1975-2000; and

WHEREAS, the State of New Jersey will participate in the nationwide “Click It or Ticket” seat belt mobilization from May 20, 2019 through June 2, 2019 in an effort to raise awareness and increase seat belt usage through a combination of enforcement and education; and

WHEREAS, the Division of Highway Traffic Safety has set a goal of increasing the seat belt usage rate in the state from the current level of 94.5% to 95.5% and

WHEREAS, a further increase in seat belt usage in New Jersey will save lives on our roadways;

NOW, THEREFORE, BE IT RESOLVED that the Mansfield Township Committee declares its support for the “Click It or Ticket” seat belt mobilization both locally and nationally from May 20, 2019 through June 2, 2019 and pledges to increase awareness of the mobilization and the benefits of seatbelt use.

A motion was offered by **Committeeman Cain** and seconded by **Committeewoman DiGiuseppe** to adopt Resolution 2019-5-14. Motion carried.

**RESOLUTION 2019-5-15
RESOLUTION APPOINTING POLICE OFFICER
JONATHAN NEWNOM**

WHEREAS, a vacancy exists in the rank of patrolman within the Mansfield Township Police Department; and

WHEREAS, a selection process was conducted to find the most qualified person to hire in this capacity and **JONATHAN NEWNOM** has met all the qualification for said position;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of Mansfield Township, County of Burlington, State of New Jersey at their Regular Meeting held on May 15, 2019, that **Jonathan Newnom**, is so hired, at the recommendation of Chief of Police, Ronald G. Mulhall, Jr. at the Probation Step (Status in the amount of \$44,882.00, with benefits. Said appointment will hereby be effective as of June 3, 2019, conditionally upon the successful completion of all pre-employment testing requirements.

A motion was offered by **Committeeman Cain** and seconded by **Committeeman Higgins** to adopt Resolution 2019-5-15. Motion carried on a Roll Call Vote, as follows:

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

A motion was offered by **Committeeman Higgins** and seconded by **Committeeman Cain** to amend the agenda to include Resolution 2019-5-16. Motion carried.

**RESOLUTION 2019-5-16
AUTHORIZE MUNICIPAL COURT ADMINISTRATOR TO OPEN BANK ACCOUNTS FOR
SHARED MUNICIPAL COURT WITH SOUTHAMPTON TOWNSHIP**

WHEREAS, the Township has entered into an agreement with Southampton Township for a shared municipal court; and

WHEREAS, the shared court shall be located in Mansfield Township which shall have authority and control of the administration of the shared court; and

WHEREAS, Lori David-Hall, the current municipal court administrator for Mansfield, shall be the court administrator for the shared court with Southampton; and

WHEREAS, certain bank accounts must be created to facilitate the operation of the shared court.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Mansfield, County of Burlington, that Lori David-Hall as municipal court administrator is hereby authorized to establish such bank accounts as necessary for the operation of the Mansfield-Southampton shared court.

A motion was offered by **Committeeman Higgins** and seconded by **Committeeman Cain** to adopt Resolution 2019-5-16. Motion carried on a Roll Call Vote, as follows:

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

BILL LIST – Regular and Escrow

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

AYE: DIGIUSEPPE, CAIN, HIGGINS, GABLE **NAY:**
ABSENT: MAGEE
ABSTAIN: GABLE (9090)

REGULAR MINUTES

- May 2, 2019 & May 8, 2019

A motion was offered by **Committeeman Higgins** and seconded by **Committeeman Cain** to approve the above listed minutes. Motion carried on a Roll Call Vote, as follows:

AYE: HIGGINS, CAIN, GABLE

NAY: ABSTAIN: DIGIUSEPPE

ABSENT: MAGEE

REPORTS

- Clerk, Court, Construction, Zoning, Police, Ambulance, Tax, Finance

A motion was offered by **Committeeman Cain** and seconded by **Committeewoman DiGiuseppe** to accept the above listed reports. Motion carried.

DISCUSSION

A. Boiler/Heater Replacement: Township Administrator Fitzpatrick stated that the boiler in the Municipal Building, which controls the heating and air conditioning, is old and malfunctioning. Accordingly, the estimate cost to replace the boiler is approximately \$180,000. **CFO Monzo** stated that said improvement can be funded through the bond ordinance approved for updates to the Municipal Building, and that a contract for the purchase and installation of the boiler will need to be bid. Township Committee agreed to move forward with same.

B. Back-Up System: Township Administrator Fitzpatrick explained that a back-up system, which allows computer data to save during a power outage, was not assembled appropriately and therefore does not serve the purpose for which it was intended. Mr. Fitzpatrick inquired as to how Committee would like to proceed with same, as correcting the issue could prove costly. **Committeeman Cain** suggested contacting the company who manufactured the equipment to see if they'd be willing to buy it back. If not, **Mayor Gable** suggested the same be removed.

C. Signage for Municipal Departments: Township Administrator Fitzpatrick stated that a proposal was received to install a sign at the Municipal Complex that provides direction to various departments. **Committeewoman DiGiuseppe** recommended that action on same be tabled to a later meeting in order to allow for color and verbiage changes to the sign.

D. Downtown Property: Mayor Gable explained that at a previous Committee Meeting, the sale of the former police department, firehouse, and public works yard was discussed. During those discussions, the consensus was made to withhold the sale of the baseball field and surrounding parking lot. **Committeeman Higgins** stated that before the township considers selling said properties, the Committee should first determine where the Public Works Department/Yard should be relocated. **Committeewoman DiGiuseppe** agreed with Mr. Higgins. **Committeeman Cain** reiterated his previous statements that the baseball field should remain as municipal property. **Township Solicitor Calves** recommended that appraisals on the aforementioned properties should be updated before the sale is considered.

E. 29 Chesterfield Road/23789 Columbus Road: Mayor Gable explained that the township recently foreclosed on said properties, and inquired if Committee would like to move forward on the sale of 29 Chesterfield Road to neighboring property owners. **Township Solicitor Calves** advised that in order to conclude how the property can be sold, the size of the lot, zoning, and buildability of the same must be determined. Township Committee agreed to move forward in preparing for the sale of 29 Chesterfield Road. Regarding 23789 Columbus Road, **Mayor Gable** stated that Habitat for Humanity may be interested in acquiring the property, which may make the same eligible for COAH credit. Township Committee will consider the donation to Habitat for Humanity.

F. Recreation RFP: CFO Monzo stated that he has started to prepare the Request for Proposal for concession stand operations, but in speaking with the Chair of the Recreation Committee, the same has decided not to move forward with the RFP until next year. Slight discussion ensued.

G. Soccer Fee Increase Request: Municipal Clerk Semus stated that the Recreation Committee would like to increase soccer registration fees, as the township's fees are lower compared to surrounding municipalities. The Recreation Committee would like to increase the fees to \$85 to help offset the costs for portable lights.

A motion was offered by **Committeewoman DiGiuseppe** and seconded by **Committeeman Higgins** to increase the soccer registration fees to \$85. Motion carried on a Roll Call Vote, as follows:

AYE: DIGIUSPEPE, HIGGINS, CAIN, GABLE

NAY: ABSTAIN: ABSENT: MAGEE

H. Park Permit – June 9, 2019 (3:00PM-7:00PM) – Georgetown Park: Municipal Clerk Semus summarized the aforementioned park permit.

A motion was offered by **Committeeman Cain** and seconded by **Committeeman Higgins** to approve the above listed park permit. Motion carried.

PUBLIC COMMENT

Carl Schwartz, 40 Fitzgerald Drive, asked for clarification on the White Pine Road repairs. **Township Engineer Pyne** responded to same. Mr. Schwartz then inquired as to why Resolution 2019-5-13 was tabled. **Municipal Clerk Semus** stated that Senator Sweeny asked the township to adopt a resolution in support of the Path to Progress bill that will address a variety of issues. **Township Solicitor Calves** further explained that the state legislature is compiling a list of issues that need to be addressed in the hope of helping the State fiscally succeed in the future. **Committeeman Higgins** noted that the bill encompasses topics such as pensions, decreasing health insurance for government employees, PILOT programs, etc. On a separate topic, Mr. Schwartz inquired if the boiler is original to the Municipal Building. **Township Administrator Fitzpatrick** confirmed. Mr. Schwartz recommended that the lifespan of all equipment in the Municipal Building be determined in order for the township to financially prepare to replace the same in the future if necessary.

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.

ADJOURNMENT

A motion was offered by **Committeeman Cain** and seconded by **Committeewoman DiGiuseppe** to adjourn the meeting. Motion carried. Meeting adjourned at 8:21PM.

PREPARED BY:

RESPECTFULLY SUBMITTED BY:

Caitlin Midgett, Deputy Clerk

Linda Semus, Municipal Clerk

APPROVED: JUNE 19, 2019