

**MANSFIELD TOWNSHIP
BURLINGTON COUNTY
TOWNSHIP COMMITTEE
REGULAR MEETING
January 17, 2024
7:00 PM**

The regular meeting of the Mansfield Township Committee was held on the above shown date with the following in attendance:

Members in Attendance: Mayor Mojena, Deputy Mayor Brian Siz, Committeeman Boyd, Committeewoman Jennings, Committeewoman Stobie

Members Absent: None

Also in Attendance: Timothy Prime, Esquire, Township Attorney
Doug Johnson, Township Engineer
Michael Fitzpatrick, Township Administrator
Bonnie Grouser, CFO
Ashley E. Jolly, Municipal Clerk

The meeting was called to order by Mayor Mojena at 7:00 PM followed by the following Opening Statement and salute to the flag:

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 2024-1-9, which was adopted by the Mansfield Township Committee on January 3, 2024. 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 and posted on the official website. All of the mailing, posting, and filing having been accomplished as of January 9, 2024.

Mr. Prime announced that executive session took place prior to the regular meeting. The items discussed in executive session were personnel, contract negotiations, and litigation. No action would be taken on any of the items discussed in executive session except for Resolutions 2024-1-39 and 2024-1-40.

DEPARTMENT/BOARD REPORTS:

POLICE DEPARTMENT:

Chief Campbell reported that the police department responded to 1,353 incidents for the month of December. This included 50 arrests; this number is inflated due to the trespassing complaints that were issued to drivers involved in a pop-up car rally. There were 5 domestics and 27 motor vehicle crashes. On January 9, 2024 between 3:45AM-4:30AM there was a residence on Queens court that was broken into by two suspects, around the same time frame there was a vehicle broken into on Legends Lane by a suspect matching the same description and operating a white Dodge Charger. Chief Campbell asked that anyone who has relevant surveillance video or information regarding these incidents to contact Detective Allen at 609-298-4411 ext. 3 or email him at allen@mansfieldpd.org. A resident surveillance camera captured a second suspect vehicle described as a white SUV with a loud exhaust. The police department was at the final stages of its hiring process. He was anticipating a late February start date for one of the two remaining vacancies. Starting Monday, January 29, 2024 there would be a new school resource officer (SRO) over at the Mansfield Elementary School. This officer would be splitting their time between the Mansfield Elementary School and the John Hydock School.

EMS:

Chief Senf reported that the squad responded to 228 calls with 166 patient contacts and 126 patient transports. The squad finished up the 2023 year with 2,633 calls total. On December 28, 2023 they held a CPR and First Aid class for volunteer coaches. The cadet program has gone live. Mrs. Petrella created a flier and posted it to the Facebook page as well as the Township website. Chief Senf has already had a few interested individuals reach out.

ENGINEER'S REPORT:

Mr. Johnson reported that his office was currently working on the update to the flood damage prevention ordinance which was a requirement from the Department of Environmental Protection (DEP). Once DEP approved the draft ordinance, they would submit it to the Clerk to be adopted before May 2024. Current projects that were being worked on were resurfacing of Mansfield Road East from the Legends Development out to Route 206. Also, working on doing improvements to Wayne Drive as well as some drainage improvements to Georgetown Road and Danny Lane. Looking to get those out to bid for Spring/Summer 2024 construction. There is a local Recreation Improvement Grant that just came out. The Township has applied for this grant in the past. Its anywhere from \$50,000-\$75,000. Mr. Johnson would work with Administrator Fitzpatrick to see where he would like to submit the application for. Not very many active Land Use projects because of the freezing weather, however the Elion Warehouse and Premier Trailer Leasing are still working and Mr. Johnson was continuing to monitor their work.

PUBLIC WORKS REPORT:

Administrator Fitzpatrick reported that the Department of Public Works (DPW) removed downed trees on Mansfield Road East and Mount Pleasant Road. There was a tree that was in the Greenbrook detention basin. A hanging limb on Georgetown Road that was causing traffic issues was removed. All storm water inlets were cleaned and inspected. Township dams were inspected. The ditch on Georgetown Road was fixed. Sinkholes on Harvest Lane were filled. DPW put the tailgate back on the F250 truck. Generators and panic buttons were tested. There was a leak on the roof from the air conditioning unit and DPW believes that they have located and fixed the issue. A new sign was installed on Mill Lane. All lawn equipment was winterized and oil changes done to the pickup trucks. A movie screen was hung up in the museum. DPW sanded, spackled, and painted the new window in the court office. Monthly curbside metal pickup was done. Garbage in parks and a few roadways were cleaned up. First curbside pickup of Christmas Trees was done on January 10th and the second one will be Wednesday, January 24th. Administrator Fitzpatrick thanked the DPW for their tireless work on the snow and ice cleanup.

FIRE PREVENTION/OEM:

Mr. Borgstrom reported that the Bureau of Fire Prevention had 18 Uniform Fire Code inspections, that was 171 fire inspections for 2023. There were 302 fire code violations issued for 2023. There were 12 resale inspections for the month of December, 135 for the year 2023. There was one group home inspection. The Bureau did six hours of continuing education. Mr. Borgstrom reminded residents to keep their fire hydrants clear during inclement weather. He warned anyone who has to use space heaters to use them carefully. Plug them directly into an outlet do not use extension cords. The County hazardous mitigation plan was still ongoing, haven't received any correspondence back from the County. Monitor the weather conditions, like and follow the Mansfield Township Office of Emergency Management on Facebook. Mr. Borgstrom thanked Mrs. Petrella for all of her community outreach work she has done.

FIRE DEPARTMENT:

The Mayor thanked the Franklin Fire Dept. for giving the tour to the children on Monday right after an actual fire call. Chief Dubell reported that there were 34 emergency calls for the month of December, giving a total of 449 calls for the 2023 year. There have been 24 calls in the new year to date. The new tender was still in the process of being built. Pump and body compartments were mounted last week. Should get another update tomorrow or Friday on the water tank being installed.

RECREATION/SPECIAL EVENTS:

Mrs. Petrella said that there was a huge turnout for the tree lighting ceremony. She thanked everyone who participated including, the Mansfield Police Department, Mansfield EMS, Franklin Fire Company, DPW, girl's scouts, the Grouser, Goodenough and Brown families, Columbus homeschool, Northern Burlington Honors Society, and all the generous people that volunteered and donated items. She thanked the special events committee for all their hard work. Basketball season has started. Spring baseball registration has opened up.

ORDINANCE: (SECOND READING/PUBLIC HEARING/FINAL ADOPTION): NONE

ORDINANCE: (FIRST READING/INTRODUCTIONS):

ORDINANCE 2024-1 – CALENDAR YEAR 2024 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (*SECOND READING, PUBLIC HEARING & FINAL ADOPTION IS SCHEDULED FOR FEBRUARY 7, 2024 AT 7PM*)

Ms. Grouser explained that the Ordinance allowed for the municipality to increase their appropriations to 3.5%. If the Township didn't use the entire amount, they are allowed to establish a cap bank, which would allow the Township to put that money aside for the following years. Committeewoman Jennings asked Ms. Grouser to explain to the public why the town was adopting this Ordinance. Committeewoman Jennings said she assumed it was because of inflation, but wanted the public to have a better understanding. Ms. Grouser said that this was not saying that the Township was increasing their appropriations it was giving the Township the option to increase them if needed.

Motion to introduce Ordinance 2024-1 was made by Deputy Mayor Sisz. Second by Committeewoman Stobie.

Roll Call Vote:

Ayes: Committeeman Boyd, Committeewoman Jennings, Committeeman Sisz, Committeewoman Stobie, Committeeman Mojena

Nays: None

Abstain: None

Absent: None

All Ayes. Motion Carried.

ORDINANCE 2024-2 – AN ORDINANCE AMENDING THE CODE OF MANSFIELD TOWNSHIP, TO REPEAL AND REPLACE CHAPTER 21A, “FIRE PREVENTION”, INCLUDING ARTICLE I ENFORCEMENT OF UNIFORM FIRE CODE AND ARTICLE II “SENIOR FIRE INSPECTOR” (*SECOND READING, PUBLIC HEARING & FINAL ADOPTION IS SCHEDULED FOR FEBRUARY 7, 2024 AT 7PM*)

Motion to introduce Ordinance 2024-2 was made by Committeewoman Jennings. Second by Committeeman Boyd.

Roll Call Vote:

Ayes: Committeeman Boyd, Committeewoman Jennings, Committeeman Sisz, Committeewoman Stobie, Committeeman Mojena

Nays: None

Abstain: None

Absent: None

All Ayes. Motion Carried.

ORDINANCE 2024-3 – AN ORDINANCE REPEALING EXISTING CHAPTER 9 OF THE CODE OF MANSFIELD TOWNSHIP AND REPLACING IT WITH A NEW CHAPTER 9 “CRIMINAL HISTORY RECORD BACKGROUND CHECKS AND COACHES SAFETY ORIENTATION AND

TRAINING SKILLS PROGRAM” (SECOND READING, PUBLIC HEARING & FINAL ADOPTION IS SCHEDULED FOR FEBRUARY 7, 2024 AT 7PM)

Mr. Prime clarified that the historical committee would not need to be background checked because they are not around children. Employees would be background checked upon hiring. Volunteers would be finger printed every three years because of how closely they work with children. Committeewoman Stobie asked what information does the Township get from fingerprinting as opposed to a background check. Mr. Prime said it was an additional part of a background check, provides additional information on arrests. She said 9.7 did not say that the individual would be reimbursed for the fingerprinting. It was determined that Mr. Prime would add that language.

Motion to introduce Ordinance 2024-3 was made by Deputy Mayor Siz. Second by Committeewoman Jennings.

Roll Call Vote:

Ayes: Committeeman Boyd, Committeewoman Jennings, Committeeman Siz, Committeewoman Stobie, Committeeman Mojena

Nays: None

Abstain: None

Absent: None

All Ayes. Motion Carried.

RESOLUTIONS Non-Consent: NONE

CONSENT AGENDA: Note to the Public: *Robert’s Rules for Parliamentary Procedure provide for a consent agenda listing several items for approval by the Committee via a single motion. Any item requiring expenditure is supported by Certification of Availability of Funds. Any item requiring discussion will be removed from the Consent Agenda.*

RESOLUTION 2024-1-27 – RESOLUTION AUTHORIZING THE TRANSFER OF JUNK TITLES TO HIGH GEAR

RESOLUTION 2024-1-28 – RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND’S CYBER RISK MANAGEMENT PLAN’S TIER ONE REQUIREMENTS

RESOLUTION 2024-1-29 – RESOLUTION AUTHORIZING AN EXCHANGE OF CONSTRUCTION UCC CODE SERVICES FOR CONFLICT OF INTEREST AND EMERGENCY SITUATIONS

RESOLUTION 2024-1-30 – RESOLUTION ACCEPTING THE PROPOSAL FROM REMINGTON & VERNICK ENGINEERING SERVICES IN CONNECTION WITH THE GEOGRAPHIC INFORMATION SYSTEM STORM SEWER MAPPING

RESOLUTION 2024-1-31 – A RESOLUTION TO APPROVE RAFFLE LICENSE RA2023-14 FOR THE NORTHERN BURLINGTON STAGEHOUNDS

RESOLUTION 2024-1-32 – A RESOLUTION TO APPROVE RAFFLE LICENSE RA2023-15 FOR THE NORTHERN BURLINGTON STAGEHOUNDS

RESOLUTION 2024-1-33 – A RESOLUTION TO APPROVE RAFFLE LICENSE RA2023-16 FOR THE NORTHERN BURLINGTON FOOTBALL BOOSTERS

RESOLUTION 2024-1-34 – A RESOLUTION TO APPROVE BINGO LICENSE BA2023-3 FOR THE NORTHERN BURLINGTON FOOTBALL BOOSTERS

RESOLUTION 2024-1-35 – A RESOLUTION TO APPROVE RAFFLE LICENSE RA2023-17 FOR THE NORTHERN BURLINGTON FOOTBALL BOOSTERS

RESOLUTION 2024-1-36 – A RESOLUTION ACCEPTING REVISION FROM THE CURRENT SCOPE OF WORK FROM REMINGTON & VERNICK ENGINEERS FOR CREATION OF DIGITAL TAX MAPS FOR STATE OF NEW JERSEY DIVISION OF TAXATION COMPLIANCE AND FORMAL STATE APPROVAL FOR THE TOWNSHIP OF MANSFIELD

RESOLUTION 2024-1-37 – A RESOLUTION AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS

RESOLUTION 2024-1-38 – A RESOLUTION FOR THE TRANSFER OF FUNDS IN THE CURRENT FUND IN THE TOWNSHIP OF MANSFIELD FOR THE BUDGET YEAR 2023

RESOLUTION 2024-1-39 – A RESOLUTION APPROVING AN INCREASE IN RATE OF SALARY FOR MEGAN LIEDTKA TECHNICAL ASSISTANT TO THE CONSTRUCTION OFFICIAL FOR THE TOWNSHIP OF MANSFIELD

RESOLUTION 2024-1-40 – A RESOLUTION AMENDING THE HOURLY RATE OF PAY OF PART-TIME SECURITY GUARD, JOSEPH A. FABRITZ

RESOLUTION 2024-1-41 – A RESOLUTION FOR REFUND OF TAX OVERPAYMENTS FROM REVISED ASSESSMENT

RESOLUTION 2024-1-42 – A RESOLUTION AUTHORIZING AN ONLINE TAX SALE

RESOLUTION 2024-1-43 – A RESOLUTION FOR REFUND OF VETERAN DEDUCTION

Committeeman Boyd inquired about Resolution 2024-1-43. Ms. Grouser said that the home owner applied for a veteran's deduction and was approved. The resident had a credit on their taxes so the Township is giving them the \$250 veteran deduction via check.

Motion to adopt Resolutions 2024-1-27 through 2024-1-43 was made by Committeewoman Stobie. Second by Deputy Mayor Sisz.

Roll Call Vote:

Ayes: Committeeman Boyd, Committeewoman Jennings, Committeeman Sisz, Committeewoman Stobie, Committeeman Mojena

Nays: None

Abstain: None

Absent: None

All Ayes. Motion Carried.

BILL LISTS: *Regular & Escrow*

Motion to pay the bills and charge them to their respective accounts was made by Committeeman Boyd. Second by Deputy Mayor Sisz.

Roll Call Vote:

Ayes: Committeeman Boyd, Committeewoman Jennings, Committeeman Sisz, Committeewoman Stobie, Committeeman Mojena

Nays: None

Abstain: None

Absent: None
All Ayes. Motion Carried.

MINUTES: December 20, 2023-Jennings & Stobie are not eligible to vote

Motion to approve the December 20, 2023 meeting minutes was made by Deputy Mayor Sisz. Second by Committeeman Boyd.

Roll Call Vote:

Ayes: Committeeman Boyd, Deputy Mayor Sisz, Mayor Mojena

Nays: None

Absent: None

Abstain: Committeewoman Jennings, Committeewoman Stobie

All Ayes. Motion Carried.

January 3, 2024 –All Committee Members are eligible

Motion to approve the January 3, 2024 reorganization meeting minutes was made by Committeewoman Jennings. Second by Committeewoman Stobie.

Roll Call Vote:

Ayes: Committeeman Boyd, Committeewoman Jennings, Committeeman Sisz, Committeewoman Stobie, Committeeman Mojena

Nays: None

Abstain: None

Absent: None

All Ayes. Motion Carried.

DISCUSSION ITEMS/PUBLIC HEARING/PRESENTATIONS TO COMMITTEE: NONE

NEW BUSINESS: Mayor's Comments/Updates

Mayor Mojena announced that the Budget process has already started. Budget meetings with individual department heads will be scheduled in the near future. Mayor Mojena encouraged the public to participate. The Township would be looking to expand on some of the programs this year, but the main focus will be on Farmland Preservation.

PUBLIC COMMENT:

Bob Tallon of 2454 Axe Factory Road said that he rides Mansfield Road West quite frequently there is a 35MPH coming in the eastern direction, but he did not notice one on the western direction. Mr. Tallon voiced concerns about Axe Factory Road's speed limit being 45MPH. He said the park runs there and there are many families coming out of Bordentown on bicycles. When the warehouses change their shifts there's groups of traffic that come down there that are flying. Would like to get that speed limit changed to 35MPH. Mayor Mojena confirmed that it was a town road. Administrator Fitzpatrick said that there would need to be a road study done by the Township's traffic engineer. Mayor Mojena would look into this. Mr. Tallon voiced concerns about affordable housing and the strain it would put on the school district and the water supply as most residents were on private wells. Mayor Mojena said that they were going to be sending out the Township's schedule for the next Master Plan Reexamination meeting. He encouraged residents to participate. The next Master Plan meeting would be sometime in February.

Andrew Arengé of 874 North Bailey Street, Philadelphia, PA but grew up at 323 3rd Street in Hedding section of Mansfield Township where his mother currently lived. Mr. Arengé inquired about the status of the Towergate project. Mr. Prime said that the Towergate application was scheduled to be heard by the Joint Land Use Board on January 22, 2024. It is in the Township's affordable housing plan.

Victor Ramos said that the Towergate application plans included two warehouses and approximately 90 affordable housing units. Mr. Prime clarified that it would be 96 affordable apartment units.

Joseph Van Mater of 26954 Mount Pleasant Road asked about a salary adjustment for a security guard. He wasn't aware the Township had a security guard. Mayor Mojena said that it was the court security guard. Mr. Van Mater said that the Mayor previously said that the Township stopped executive sessions, but Mr. Prime said tonight that there was an executive session. Mr. Van Mater asked when this practice resumed and how many executive sessions have there been. Mayor Mojena responded that today was the first executive session of the year with the new committee. Mr. Van Mater asked about executive session last year. Mayor Mojena stated that there were no executive sessions held in 2023.

Carl Schwartz of 40 Fitzgerald Lane thanked Mrs. Petrella and everybody that worked on the tree lighting. He said the fireworks display was excellent. Mr. Schwartz thanked the Township staff for always helping him and answering his questions in a timely manner.

Colleen Herbert of 2 Millenium Drive asked the committee if they could come up with a policy/procedure for people who served the community for a long time. She specifically mentioned Marion Reeves who was instrumental in the clock tower, field day, and many other Township events. She is getting older and Mrs. Herbert would like to see the committee recognize her. She suggested and bench with a plaque at the clock tower dedicated to Marion Reeves and her service. Mrs. Herbert stated that if people have questions or concerns, they should bring it to the committee.

MOTION FOR ADJOURNMENT:

Motion to adjourn the meeting at 8:05PM was made by Deputy Mayor Siz. Second by Committeewoman Jennings. All Ayes. Motion Carried.

Prepared by,

Respectfully Submitted by,

Elizabeth A. MacLennan, RMC

Ashley E. Jolly, RMC