

**MANSFIELD TOWNSHIP
BURLINGTON COUNTY
TOWNSHIP COMMITTEE
REGULAR MEETING
February 21, 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 Sisz, 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.

DEPARTMENT/BOARD REPORTS:

POLICE DEPARTMENT:

Chief Campbell gave a power point presentation of 2023 activities. In 2023 new police officers were added to the force. These changes gave way to additional out reach programs. Over \$5,000 were raised through fundraising campaigns. They did the Relay for Life, Touch a Truck, Homecoming Carnival, Field Day, Christmas Tree Lighting, Trunk or Treat, Special Olympics Sports Run, School Violence Prevention Week, and a meet and greet at Four Seasons. They are preparing for their first national night out scheduled for Tuesday August 6th, 2024. The school resource program has expanded into the elementary schools. They will begin teaching Law Enforcement Against Drugs (LEAD) to the 5th grade students.

The mission statement of the Mansfield Township Police Department:

The mission of the Mansfield Township Police Department is to welcome cooperation and in partnership with the community to ensure the safety and security of all citizens.

The police department is committed to serving all residents of Mansfield Township and to assisting them to achieve the highest quality of life to which they aspire. The police departments core values are community, duty, and integrity.

Chief Campbell said that their professional standards report was now on the website for 2022 and 2023.

The department attended a multitude of training classes in 2023. For the year 2023 the police department did 15,878 incidents. The busiest months were between July and September. There were 98 domestic violence incidents, 260 motor vehicle crashes, and 123 total arrests in the year 2023. They made 2,093 motor vehicle stops, issued 2,254 tickets, and issued 936 warnings for the year 2023.

The Police Department in cooperation with the Northern Burlington County Schools as well as the Mansfield Elementary School district have established a school resource officer program. This program is designed to reduce juvenile delinquency and instill civic awareness through a collaborative approach between law enforcement and the education system. This program focused on meaningful communication, prevention education, and information sharing. School Resource Officers (SRO) will focus their efforts on building a rapport with students and faculty staff to foster an environment in which information related to crime and other offenses can be obtained. This network will facilitate the sharing of information between school, police, and community officials. The SRO can arrange classroom or assembly presentations on a wide variety of related topics. This allows the SRO to address any trespassers on school property, keeping the school safe.

Chief Campbell reported that he was still seeing a high number of fraud and theft.

Chief Campbell gave an overview of what the office staff does on a day-to-day basis. He said that the officers received autism awareness training. He described the Police Departments involvement in the different township events.

Mayor Mojena said that he noticed that incidents grew from 2022-2023. Chief Campbell said that the number of incidents has gone up every.

EMS:

Chief Senf gave a power point presentation of the squad's activities for the 2023 year. There is a duty crew in Mansfield Township of Fieldcrest Drive that is staffed from 7AM-7PM and 7PM-7AM. There is a second vehicle from Chesterfield township that they staff from 6AM-6PM seven days a week. There were 1,169 emergencies in Mansfield Township 2023. There was an additional 138 were handled by the Chesterfield ambulance and 76 mutual aid ambulance calls for assistance. The Mansfield day shift truck did 1,106 calls and the Chesterfield day shift did 759 calls. The night shift did 695 calls. They transported 1,313 patients to the hospital in 2023, 966 of them were basic life support and 347 of them were advance life support. 495 patients were assisted at home last year. Their biggest call volume is medical emergencies. Chief Senf reported that the squad had a lot of interaction with the community in 2023. They attended the Touch a Truck, Trunk or Treat, Field Day, Tree Lighting, Homecoming Carnival, and every Varsity Northern Burlington Football game. They met with local community groups like Four Seasons, several girl and boy scout groups, and local elementary schools. They hosted community training events for volunteer coaches. Every month the staff has monthly competency training. EMS had over 500 hours of training in 2023. He would like to make the EMS staff Mansfield Township employees. He believes it would make EMS a more sustainable organization in the future. Mayor Mojena said that the Township will have to look into the sustainability for the future.

ENGINEER'S REPORT:

Mr. Johnson reported that the resurfacing of Mansfield Road East Phase IV is on tonight's consent agenda for award. That project will be resurfacing from Legends Land to Route 206. He is working on improvements to Wayne Drive as well as drainage improvements on Georgetown Road near the intersection of Danny Lane. Mr. Johnson will coordinate with the Township on approval of those designs. They should be going out to bid soon. His office has started mapping the stormwater conveyance system in the Township. That is part of the MS4 Department of Environmental Protection (DEP) requirement. There were a few Capital projects under construction, but there are a few Land Use Board projects that are still working through the winter. One of those projects being Elion Warehouse. TNM Properties and Premier Trailer Leasing on Route 130 will be starting their projects in the spring.

PUBLIC WORKS REPORT:

Administrator Fitzpatrick reported that the DPW dug out the trenches for the police pole barn that's going out back. They fixed some stop signs at the complex by the exit heading towards Hedding Road. They received their salt delivery and will be starting the salt dome shortly. During the snow storms they plowed and salted. They cleaned up salt piles that were left on Sherwood Lane. He said that the DPW has done a wonderful job plowing and salting and that the town has already seen a savings by bringing it in house. They read the sewer meters at Lynwood Farms. DPW installed a 4-ton weight limit sign on White Pine Road. The curbside holiday tree pick up was completed. They attended stormwater training. They completed metal pick up, cleaned the parks, and filled the pot holes around the town. DPW updated emergency escape maps for each room in the building. Signs were installed at Country Walk Park prohibiting fishing and swimming. They saved some money for the Township by replacing the exhaust fan motor in the firehouse. The door and frame in the front of the building were switched to make the building more secure.

FIRE DEPARTMENT:

Chief Dubell reported that for the month of January the fire department has had 14 residential alarm systems, 3 EMS assists, 8 motor vehicle accidents, 2 gas leaks, 4 power line down, 1 road way hazard, 1 pump out, 2 building fires, 1 investigation, 1 fire police call, 1 elevator rescue, and 2 vehicle fires for a total of 40 calls. Next week three members will be flying down to Florida to do the final inspection on our new tender. They believe it will be in service in the next month. They are looking to start their flooring project in the firehouse. The company is projecting an April 1, 2024 start date. The project will take 4-6 weeks.

RECREATION/SPECIAL EVENTS:

Mrs. Petrella reported that enrollment for recreation Spring Baseball is open until March 1, 2024. Currently working with public works to get the ball fields ready for Spring. The Easter Egg Hunt will be held Saturday March 23, 2024 in Community Park. The hunt begins at 11am, but she recommended getting there a little earlier as it fills rather quickly. There is no preregistration required. The Special Events Committee has been busy planning out the calendar of events for the year. The Touch a Truck is scheduled for Saturday May 25, 2024, Annual Parade and Field Day is Saturday, June 8, 2024, National Night Out is Tuesday, August 6, 2024, A Movie in the Park is Saturday, September 28, 2024, Music in the Park is Friday October 18, 2024, and the Tree Lighting Ceremony is scheduled for Saturday December 7, 2024. All the information for these events will be shared through their Special Events Facebook page as well as the Township website. In addition to these events the annual Memorial Day Ceremony on Wednesday, May 22, 2024 a 6PM at the gazebo in Community Park. They will be opening the orders to engrave pavers for the gazebo walkway and proceeds from paver sales benefit the Historical Society. As a convenience for residents the NJ MVC mobile agency coming to town on Wednesday, April 10, 2024.

ORDINANCE: (SECOND READING/PUBLIC HEARING/FINAL ADOPTION)

ORDINANCE 2024-1 – CALENDAR YEAR 2024 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK

Motion to adopt Ordinance 2024-1 was made by Committeewoman Stobie. Second by Deputy Mayor Sisz. Mayor Mojena opened the meeting to public comment.

Bob Higgins of 450 Mansfield Road East asked what the residents were looking at for tax increases this year and how much fund balance was used last year to balance the budget. Ms. Grouser said that there would be a Budget workshop on Tuesday, February 27, 2024 at 6:30PM. She can't answer how much taxes would or wouldn't increase until the Budget meeting. Ms. Grouser said that \$1,050,000.00 is what was used of fund balance last year to balance the budget.

There being no further public comment, the meeting was closed to public comment.

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”

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

Mayor Mojena opened the meeting to public comment. There being no public comment, the meeting was closed to public comment.

Roll Call Vote:

Ayes: Committeeman Boyd, Committeewoman Jennings, Deputy Mayor Siz, 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”

Motion to adopt Ordinance 2024-3 was made by Deputy Mayor Siz. Second by Committeeman Boyd.

Mayor Mojena opened the meeting to public comment.

Joseph Van Mater of 26954 Mount Pleasant Road he compared the old ordinance to the new ordinance and to Medford Township’s ordinance. He noticed that the NJ State Police and a private vendor would be the ones to conduct the background checks and not the Mansfield Township police. One of the disqualifying conditions was convictions for controlled substances. He was wondering how the Township was viewing the Marijuana offenses on the legal state level or the federal level where it is illegal. Mr. Van Mater was concerned with the part of the Ordinance that exempted Joint Land Use Board member, Environmental Commission members and the Historical Society from background checks. He felt there was potential for people with criminal backgrounds to infiltrate those Boards to avoid background checks. He would like it added to the Ordinance as opposed to being exempt. He was unsure why the volunteer needed to be fingerprinted every three years. He believed that after the initial fingerprinting a simple background name check should be enough. It would be free to have our police officers do it as opposed to fingerprinting every three years. Mr. Prime said that the purpose of the Ordinance was to address the volunteers. As far as Mr. Prime knows they are not looking at Marijuana charges. Deputy Mayor Siz believed for privacy reasons that the reports only came back pass/fail. Committeewoman Stobie said that she didn’t see anything regarding the safety training being ongoing, she asked if it was a one and done? Mr. Prime confirmed.

Roll Call Vote:

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

Nays: None

Abstain: None

Absent: None

All Ayes. Motion Carried.

ORDINANCE: (FIRST READING/INTRODUCTIONS): NONE

RESOLUTIONS Non-Consent: NONE

CONSENT AGENDA: Note to the Public: *Robert's Rules for Parliamentary Procedure provides 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 2024-2-2 – RESOLUTION FOR THE RETURN OF POLICE OFF DUTY MONIES TO NORTHERN BURLINGTON REGIONAL HIGH SCHOOL

RESOLUTION 2024-2-3 – RESOLUTION APPROVING PARTICIPATION WITH THE STATE OF NEW JERSEY IN A SAFE AND SECURE COMMUNITIES PROGRAM FOR THE YEAR 2024 ADMINISTERED BY THE NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY, OFFICE OF THE ATTORNEY GENERAL

RESOLUTION 2024-2-4 – RESOLUTION FOR THE TRANSFER OF FUNDS IN THE CURRENT FUND IN THE TOWNSHIP OF MANSFIELD FOR THE BUDGET YEAR 2023

RESOLUTION 2024-2-5 – RESOLUTION AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS

RESOLUTION 2024-2-6 – RESOLUTION MEMORIALIZING THE AWARD OF A CONTRACT TO PURCHASE ONE (1) KUBOTA 92.5 HP CAB TRACTOR AND ONE (1) KB21 MID MOUNT BOOM FROM CHERRY VALLEY TRACTOR SALES PURSUANT TO ESCNJ CO-OP #65MCESCCPS-ESCNJ 22/23-12

RESOLUTION 2024-2-7 – RESOLUTION TO AUTHORIZE PAYMENT TO USA TOWING FOR TOWING, STORAGE AND DISPOSAL SERVICES FOR AN ABANDONED BOAT AND TRAILER

RESOLUTION 2024-2-8 – RESOLUTION REFUNDING THE FEE FOR A FIREARMS ID CARD FOR GARY

RESOLUTION 2024-2-9 – RESOLUTION TO APPROVE BINGO LICENSE BA 2023-4 FOR THE NORTHERN BURLINGTON COUNTY BAND BOOSTERS

RESOLUTION 2024-2-10 – RESOLUTION TO AUTHORIZE THE DIVISION OF MOSQUITO CONTROL TO CONDUCT AERIAL MOSQUITO CONTROL ACTIVITIES IN MANSFIELD TOWNSHIP

RESOLUTION 2024-2-11 – RESOLUTION AMENDING RESOLUTION 2024-1-5, “APPOINTMENT OF MUNICIPAL POSITIONS/BOARDS/EMPLOYEES” TO ADD AND REVISE A POSITION WITHIN THE RECREATION COMMITTEE DUE TO VACANT POSITIONS

RESOLUTION 2024-2-12 – RESOLUTION APPOINTING POLICE OFFICER CHRISTOPHER THOMAS FOLEY

RESOLUTION 2024-2-13 – RESOLUTION FOR THE PROPERTY TAX REFUND FOR TOTAL DISABLED VETERAN EXEMPTION

RESOLUTION 2024-2-14 – RESOLUTION AUTHORIZING PARTICIPATION IN AN ELECTRONIC TAX SALE THROUGH REAL AUCTION.COM

RESOLUTION 2024-2-15 – RESOLUTION FOR THE CANCELLATION OF TAXES DUE TO VETERAN EXEMPTION

RESOLUTION 2024-2-16 – RESOLUTION FOR THE CANCELLATION OF TAXES DUE TO VETERAN EXEMPTION

RESOLUTION 2024-2-17 – RESOLUTION FOR REFUND OF WRONG ONLINE TAX PAYMENT

RESOLUTION 2024-2-18 – RESOLUTION FOR THE REFUND OF TAX OVERPAYMENTS

RESOLUTION 2024-2-19 – RESOLUTION FOR REFUND OF OVERPAYMENT

RESOLUTION 2024-2-20 – RESOLUTION FOR THE REFUND TO CORELOGIC FOR TAX DUE TO VETERAN EXEMPTION

RESOLUTION 2024-2-21 – RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR ROADWAY IMPROVEMENTS TO MANSFIELD ROAD EAST (PHASE IV)

Motion to adopt Resolutions 2024-2-2 through 2024-2-21 was made by Committeewoman Jennings. Second by Deputy Mayor Sisz.

Roll Call Vote:

Ayes: Committeeman Boyd, Committeewoman Jennings, Deputy Mayor 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 Committeewoman Stobie. Second by Committeewoman Jennings.

Roll Call Vote:

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

Nays: None

Abstain: None

Absent: None

All Ayes. Motion Carried.

Deputy Mayor Sisz abstained from check # 15552.

MINUTES: *January 17, 2024 Executive – All Committee Members are eligible*
January 17, 2024 Regular – All Committee Members are eligible

Motion to approve the January 17, 2024 executive and regular meeting minutes was made by Deputy Mayor Sisz. Second by Committeeman Boyd.

Roll Call Vote:

Ayes: Committeeman Boyd, Committeewoman Jennings, Deputy Mayor 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 reminded everyone that the first Budget meeting will be held Tuesday, February 27, 2024 at 6:30PM.

The Master Plan meeting is scheduled for Wednesday, March 13, 2024 at 6:30PM.

PUBLIC COMMENT:

Bob Higgins of 450 Mansfield Road East said that there is a house on Columbus- Florence Road, he thinks it's either number 25 or 29, it has huge mounds of dirt on the front of his property. Every time it rains that mud is running into the creeks. He questioned whether Burlington County Soil Conservation would take a look at that. Administrator Fitzpatrick said that the County is aware of the situation.

Victor Ramos commented that the individuals that are on the Historical Society are volunteers and as long as they were not working with children, they shouldn't need a background check.

MOTION FOR ADJOURNMENT:

Motion to adjourn the meeting at 8:29PM was made by Deputy Mayor Sisz. Second by Committeewoman Stobie. All Ayes. Motion Carried.

Prepared by,

Respectfully Submitted by,

Elizabeth A. MacLennan, RMC

Ashley E. Jolly, RMC