

**TOWNSHIP OF MANSFIELD
BURLINGTON COUNTY**

**2023 REORGANIZATION MEETING
January 4, 2023 – 6:00PM**

Municipal Clerk Linda Semus, on behalf of the Township Committee and employees, welcomed the public and wished them a happy New Year.

Clerk Semus, read the following Open Public Meetings Statement followed by the Flag Salute:

Public notice of this meeting pursuant to the Open Public Meetings Act has been satisfied. Notice of this meeting was properly given via Resolution 2021-1-8, which was adopted by the Mansfield Township Committee on January 4, 2021. 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 8, 2021.

OATHS OF OFFICE:

Clerk Semus extended her congratulations to Tim Boyd on his appointment as a newly elected Township Committee member.

Assemblyman Brandon E. Umba administered the oath of office to Mr. Boyd.

ROLL CALL:

Municipal Clerk Semus called for a Roll Call. The following Township Committee Members were in attendance: **Committeeman Boyd, Committeeman Tallon, Committeeman Sisz, Committeeman Mojena.** **Committeeman Golenda** was absent.

NOMINATION OF CHAIRPERSON AND MAYOR FOR 2023:

Clerk Semus asked for nominations for the Chairperson and Mayor For the Year 2023:

A motion to nominate Marcial Mojena as Chairperson and Mayor for the year 2023 was offered by **Committeeman Sisz** and seconded by **Committeeman Boyd**.

There were no further nominations.

**RESOLUTION 2023-1-1
APPOINTMENT OF MAYOR**

BE IT HEREBY RESOLVED that **MARCIAL MOJENA** be appointed Chairperson of the Mansfield Township Committee and the Mayor of Mansfield Township, to serve until December 31, 2023 or until his/her duly qualified successor has been appointed.

The above motion was carried on a roll call vote recorded as follows:

AYE: SISZ, BOYD, TALLON, MOJENA

NAY: NONE **ABSENT:** GOLEND

Mayor Mojena was then sworn in by Assemblyman Brandon E. Umba

NOMINATION OF DEPUTY MAYOR FOR 2023:

Mayor Mojena asked for nominations for Deputy Mayor for the year 2023.

A motion to nominate Brian Sisz as Deputy Mayor for the year 2023 was offered by **Mayor Mojena** and seconded by **Committeeman Tallon**.

There were no further nominations.

**RESOLUTION 2023-1-2
APPOINTMENT OF DEPUTY MAYOR**

BE IT HEREBY RESOLVED that **BRIAN SISZ** be appointed Deputy Mayor of Mansfield Township, to serve until December 31, 2023 or until his duly qualified successor has been appointed.

The above motion was carried on a roll call vote recorded as follows:

AYE: MOJENA, TALLON, BOYD, SISZ

NAY: NONE **ABSENT:** GOLEND

Deputy Mayor Sisz was then sworn in by Assemblyman Brandon E. Umba.

SWEARING IN CEREMONY:

Clerk Semus administered the Oaths of Office to:

Eric J. Campbell – Police Chief

Daniel E. Pachuta – Lieutenant

Richard A. Feeney – Sergeant

Chief Campbell thanked the Committee and the Township for their support and confidence in him.

Chief Campbell gave a little bio about each the Lieutenant and the Sergeant and wishes them well in their new positions and that he is proud to be working along side of them as well as his entire department as they are all excellent, dedicated and professional officers.

PROCLAMATION:

Clerk Semus read the following Proclamation to honor Retiring Chief Ronald G. Mulhall, Jr.

**TOWNSHIP OF MANSFIELD
COUNTY OF BURLINGTON
PROCLAMATION IN HONOR OF RONALD G. MULHALL FOR HIS OUTSTANDING AND DEVEOTED
SERVICE TO MANSFIELD TOWNSHIP, BURLINGTON COUNTY**

WHEREAS, the Township of Mansfield and the Mansfield Township Police Department has had the good fortune to enjoy the services of Ronald G. Mulhall since March 26, 1998; and

WHEREAS, Ronald G. Mulhall, after almost 25 years of faithful and dedicated service, has retired from his position as Police Chief for the Township of Mansfield; and

WHEREAS, through his tenure, Chief Mulhall demonstrated his dedication and professionalism through the ranks, initially as patrolman, and concluding as Police Chief since his appointment on June 23, 2010; and

WHEREAS, throughout his law enforcement career, he has performed myriad of tasks important to the success of the Police Department and the Township of Mansfield; and

WHEREAS, Chief Mulhall had served the Township of Mansfield and the Mansfield Township Police department in a professional, dedicated and loyal manner.

NOW, THEREFORE, BE IT RESOLVED, the Mansfield Township Committee, on behalf of the Township, its officials, employees and residents thereof, do hereby express its gratitude to Ronald G. Mulhall for his many years of dedicated service rendered to this Township and to the residents therein, and to see that such recognition is permanently made a part of the record of this Township.

RESOLUTIONS:

Resolution 2023-1-3 – Professional Appointments

A motion was offered by **Deputy Mayor Sisz** and seconded by **Committeeman Boyd** to adopt all Resolution 2023-1-3 – Appointment of Professionals.

Committeeman Tallon requested that this Resolution be held until our next Regular Meeting of the Governing Body where an Executive Session can be had and discussion regarding the reappointment of our Township Solicitor.

Mayor Mojena asked if that was a Motion and Committeeman Tallon confirmed.

Mayor Mojena asked for a second for the motion to pull Resolution 2023-1-3. No second was offered. Motion failed.

Clerk Semus then completed roll call vote on the original motion to adopt Resolution 2023-1-3- Appointment of Professionals. Motion carried on a roll call vote recorded as follows:

AYES: SISZ, BOYD, MOJENA

NAYS: TALLON ABSENT: GOLEND

**RESOLUTION 2023-1-3
APPOINTMENT OF PROFESSIONAL**

WHEREAS, there exists a need for the following Professionals; and,

WHEREAS, consistent with the provisions of NJSA 19 et seq, the Township has adopted an ordinance requiring that contracts shall be awarded through a Request for Qualifications process; and,

WHEREAS, the Township received responses for said Request for Qualifications from several vendors/professionals; and,

WHEREAS, on November 29th 2022 the Township Chief Financial Officer forwarded said responses to the Township Committee for evaluation and selection; and,

WHEREAS, the Township Committee had received and reviewed said Request for Qualifications and have determined that the below listed professionals are qualified to provide such services and are hereby appointed as the professionals representing the Township's interests;

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

The Mayor and the Municipal Clerk are hereby authorized and directed to execute agreements with the following Professionals:

AUDITOR:	Bowman & Company LLP 601 White Horse Road Voorhees NJ 08043
BOND COUNSEL:	Malamut & Associates LLC 457 Haddonfield Road Suite 500 Cherry Hill NJ 08002
TRAFFIC ENGINEER:	Environmental Resolutions, Inc. 815 East Gate Drive Suite 103 Mount Laurel NJ 08054
PLANNER:	Environmental Resolutions, Inc. 815 East Gate Drive Suite 103 Mount Laurel NJ 08054
PROSCUTOR:	Parker McCay P.A. 9000 Midlantic Drive Mount Laurel NJ 08054
PUBLIC DEFENDER:	The Law Office of Zapicchi & Liller LLP 231 Crosswicks Road Suite 14, Bordentown, NJ 08505
SOLICITOR:	Prime & Tuvel 14000 Horizon Way Mount Laurel NJ 08054
TOWNSHIP ENGINEER:	Remington & Vernick Engineers 101 Route 130 Suite 600 Cinnaminson NJ 08077
LABOR ATTORNEY:	Malamut & Associates LLC 457 Haddonfield Road Suite 500 Cherry Hill NJ 08002

Resolution 2023-1-4: - Special Project Engineers

Mayor Mojena asked for a motion for Special Project Engineers for the year 2023.

A motion to nominate Alaimo Group was offered by Deputy Mayor Sisz and seconded by Committeeman Tallon. There were no further nominations. Motion carried unanimously on a roll call vote recorded as follows:

AYES: SISZ, TALLON, BOYD, MOJENA
NAYS: NONE ABSENT: GOLEND A

RESOLUTION 2023-1-4

RESOLUTION APPOINTING SPECIAL PROJECT ENGINEERS

WHEREAS, the Township of Mansfield wishes to select an engineering firm in order to assign projects on a case-by-case basis, at the discretion of the Township, as the need arises, which services are to be provided under the direction of the Township Committee, including but not limited to all those services normally provided by a municipal engineer where authorized; and

WHEREAS, the Township wishes to select a firm capable of providing these services by following a “fair and open process”, as defined by N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Township publicly advertised for these services by posting a Request for Qualifications ten (10) days prior to the award, in order to qualify a persons and/or firm that (a) possess the professional, financial and administrative capabilities to provide the proposed services, and (b) obtain the terms and conditions determined by the Township to provide the greatest benefit to the taxpayers of Mansfield Township; and

WHEREAS, after reviewing the responses to the Request for Qualifications, the Township has determined that the following firm has demonstrated the capability and willingness to provide high quality services to the citizens of the Township:

Alaimo Group, 200 High Street, Mount Holly, NJ 08060, Term Expiration 12/31/23

WHEREAS, the above named firm has agreed to provide the necessary engineering services in the event the need arises during the year 2023; and

WHEREAS, funds are available for this purpose and a certification of availability of funds shall be provided by the Township CFO/Treasurer prior to any funds being expended, and by way of submission of purchase orders/invoices generated as services are rendered; and

WHEREAS, the Township’s Purchasing Agent is satisfied that said certification is in proper form;

NOW, THEREFORE, BE IT RESOLVED on this 4th day of January, 2023, by the Township Committee of Mansfield, County of Burlington, State of New Jersey, that:

1. The above named firm is hereby designated as Special Project Engineers for a one year term, ending December 31, 2023, making them eligible to receive contracts for engineering projects on an as-needed basis, subject to the availability of funds.
2. In the event of a conflict of interest, the Special Project Engineer shall advise the Township and shall recuse itself from any further representation of the Township on the project wherein a conflict exists.
3. Fees for these services shall be paid in such amounts as may be authorized by the Township, to be charged to the appropriate account as services are rendered.
4. This designation is made without competitive bidding pursuant to the Local Unit Pay-To-Play Law (N.J.S.A. 19:44A-20-4, et seq.)

Resolution 2023-1-5 – Risk Management

Mayor Mojena called for a motion for Risk Management Consultant for the year 2023.

A motion to nominate Timothy C. Irons of Haines & Haines-T.C. Irons Agency was offered by Committeeman Boyd and seconded by Deputy Mayor Sisz. There were no further nominations. Motion carried unanimously on a roll call vote recorded as follows:

AYES: BOYD, SISZ, TALLON, MOJENA
NAYS: NONE ABSENT: GOLEND A

RESOLUTION 2023-1-5

APPOINTMENT OF PROFESSIONAL SERVICES RISK MANAGEMENT CONSULTANT AS REQUIRED THROUGH THE BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND/BURLINGTON COUNTY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND

WHEREAS, the Governing Body of Mansfield Township is a member of the **Burlington County Municipal Joint Insurance Fund**, a self-insurance pooling fund; and

WHEREAS, the Bylaws of said fund require that each municipality appoint a Risk Management Consultant to perform various “Professional Services” as detailed in said Bylaws; and,

WHEREAS, the Bylaws of the said Fund require that a fee **not to exceed** six percent (6%) of the Municipal Assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Governing Body; and,

WHEREAS, the Township publicly advertised for this contract by posting a Request for Qualifications in order to qualify, a person and/or firm that (a) possesses the professional, financial and administrative capabilities to provide the proposed services, and (b) obtains the terms and conditions determined by the Township to provide the greatest benefit to the taxpayers of Mansfield; and

WHEREAS, The Township has structured a procurement process to assure that each person and/or firm was provided an equal opportunity to submit their proposal in response to the RFQ. The RFQ respondent was required to comply with the provisions of NJSA. 10:5-31 et seq and NJAC. 17:27-1 et seq, if applicable; and

WHEREAS, the Township wishes to award a contract for these services by following a “fair and open process”, as defined by NJSA.19 et seq.; and

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of Mansfield Township, County of Burlington, State of New Jersey does hereby appoint Timothy C. Irons of Haines & Haines-T.C. Irons Agency as its Risk Management Consultant in accordance with the “Fair and Open proposal” at the 4% fee; and

BE IT FURTHER RESOLVED that the Governing Body is hereby authorized and directed to execute the Risk Management Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to the laws to the State of New Jersey.

Resolution 2023-1-6 – Municipal Appointments

Mayor Mojena first called for a motion to adopt Resolution 2023-1-6-Appontment of Municipal Positions/Boards/Employees

A motion to adopt Resolution 2023-1-6 Appointment of Municipal Positions/Boards/Employees was offered by **Deputy Mayor Sisz** and seconded by **Committeeman Boyd**. Motion carried on a roll call vote recorded as follows:

AYES: SISZ, BOYD, TALLON, MOJENA
NAYS: NONE **ABSENT:** GOLEND A

RESOLUTION 2023-1-6

APPOINTMENT OF MUNICIPAL POSITIONS/BOARDS/EMPLOYEES

BE IT HEREBY RESOLVED that the following individuals and/or firms shall be appointed to and/or are currently holding the various offices listed below.

POSITIONS HELD BY MAYOR: Marcial Mojena

Director of Public Safety/Police Commissioner

ADMINISTRATION:

Administrative Liaison: Linda Semus

Deputy Clerks: Ashley Jolly and Barbara A. Crammer

BOARD OF HEALTH:

Marcial Mojena, Robert Tallon, Daniel Golenda, Brian Sisz, Tim Boyd

Secretary: Linda Semus

Physician: Virtua at Work

Municipal Registrar: Linda Semus

Deputy Registrar: Ashley Jolly

Alternate Registrar: Candis Melin

LAND USE DEPARTMENT:

Land Use Administrator: Ashley Jolly

Land Use Secretary: Linda Semus

CDL DRUG & ALCOHOL PROGRAM PROFESSIONAL:

Pogue, Inc. (Pogue Safety & Health Consortium)

DER (Designated Employer Representatives: Linda Semus and Frank Parkerson

RECYCLING PROGRAM COORDINATOR AND CERTIFYING OFFICER:

Ashley Jolly – Coordinator

Tom Sahol – Certifying Officer

CLEAN COMMUNITY PROGRAM COORDINATOR:

Ashley Jolly

TOWNSHIP FORESTER

Forrester: TBD

FIRE POLICE:

John R. Alloway, Sean S. Gable, Kristianne Goodenough, Denise S. Kehn, Tyler Kokotajlo, William D.

Lonergan, Thomas J. Minard, Rivelino M. Pierre, Robin P. Eble, Kelsey Ingling, John C. Alloway, Katherine

Morton, Douglas Goodenough III, Joseph D. Goodneough IV, Herbert Dubell Jr., Alexander Broder,

Alexander Belonzi, James Blackwell, Mathew Konowicz

SPECIAL LAW ENFORCEMENT OFFICER: (SLEO)

David Jobst

JOINT LAND USE BOARD MEMBERS: (Pursuant to NJSA 40:55D-23)

Mayor: (Class I) Mayor, Marcial Mojena..... Expires 12/31/23

Mayor's Designee:

Class II: Douglas Borgstrom Expires 12/31/23

Class III: Brian Sisz Expires 12/31/23

Class IV: Scott Preidel Expires 12/31/26

Class IV: Jeffrey Grouser Expires 12/31/26

Alt #3: Rudy Ocello Expires 12/31/24

Alt #4: Maureen Kaklamanis Villegas Expires 12/31/24

ENVIRONMENTAL COMMISSION:

MEMBER: Victor Ramos Bonavita Expires 12/31/25

MEMBER: Don Knezick Expires 12/31/25

MEMBER: Douglas Borgstrom..... Expires 12/31/23

MEMBER: Fred Cain Expires 12/31/23

MEMBER: Kristianne Dowd Goodenough Expires 12/31/23

Alt #1: Clifford Manfeldt Expires 12/31/23

Alt #2: Curt VanMater Expires 12/31/23

STORMWATER PROGRAM COORDINATOR:

Michael Fitzpatrick

RECREATION COMMITTEE:

Interim Secretary/Recreation Coordinator: Paul Narwid

Colleen Herbert, Blaze Pecenak, Kristin Mederos, Daniel Berg, Amanda Firetek, Sharlene Stevenson

SPECIAL EVENTS COMMITTEE:

Corrine Konopka, Colleen Herbert, Barbara Crammer, Holly Berg, Melissa Sisz, Linda Semus, Vicki DeGerolamo, Michael Fitzpatrick, Ashley Jolly, Barbara Ocello, Mayra Mojena

EMERGENCY MANAGEMENT COMMITTEE:

Emergency Management Coordinator: Douglas Borgstrom..... Expires 12-31-24

Assistant Emergency Management Coordinator: Alexander Belonzi..... Expires 12/31/24

Emergency Management Secretary: Alexander Belonzi

Herbert Dubell, Jr., CFO Bonnie Grouser, Michael Fitzpatrick, Chief Eric J. Campbell, George Senf, Alexander Broder, Alexander Belonzi, Frank Parkerson, Linda Semus, Mayor Marcial Mojena, Deputy Mayor Brian Sisz

SAFETY COMMITTEE:

Secretary: Linda Semus

Coordinator: Michael Fitzpatrick

Claims Coordinator (Tort/Property Damage): Linda Semus

Claims Coordinator (WCC/Personal Injury): Bonnie Grouser

Committee: Michael Fitzpatrick, Linda Semus, Jeffrey K. Jones, Ed Ruggiano Linda Hannawacker, Ashley Jolly, Eric Campbell, Frank Parkerson, George Senf, Bonnie Grouser, Suzanne Morales, Douglas Borgstrom/Alex Broder, Mayor Marcial Mojena, Deputy Mayor Brian Sisz

BURLINGTON COUNTY RESOURCE RECOVERY HOST BENEFIT LIAISON:

Mayor Marcial Mojena

FUND COMMISSIONER/JIF REPRESENTATIVE:

Commissioner: Michael Fitzpatrick

Alternate: Linda Semus

INSURANCE FUND ALTERNATE TRANSITIONAL DUTY CONTACT:

Michael Fitzpatrick

MUNICIPAL HOUSING LIAISON:

Thomas Colavecchio

ADA COORDINATOR:

Remington & Vernick

TOWNSHIP PHYSICIAN:

Virtua at Work

Resolution 2023-1-7: Payroll

Mayor Mojena called for a motion to adopt Resolution 2023-1-7 to provide payroll services.

Motion was offered by **Deputy Mayor Sisz** seconded by **Committeeman Boyd**. Motion carried on a roll call vote recorded as follows:

AYES: SISZ, BOYD, TALLON, MOJENA

NAYS: NONE ABSENT: GOLEND

RESOLUTION 2023-1-7

RESOLUTION TO PROVIDE PAYROLL SERVICES

WHEREAS, the Township of Mansfield, in the County of Burlington, State of New Jersey requires the delivery of payroll services for its municipal employees, and

WHEREAS, The Township adopted Ordinance 2014-1 allowing for Third Party Disbursements, and

WHEREAS, PrimePoint Payroll Services has delivered quality payroll processing services to the Township for many years, and

WHEREAS, PrimePoint can fulfill the requirements of Ordinance 2014-1 and,

WHEREAS, the Chief Financial Officer has attached a proposal for services which fall below the state required quote threshold,

NOW THEREFORE EBE IT RESOLVED by the Township Committee of the Township of Mansfield, in the County of Burlington, State of New Jersey that PrimePoint Payroll Services be appointed as the payroll processing provider for the calendar year 2023.

Resolution 2023-1-8: Affordable Housing

Mayor Mojena called for a motion to adopt Resolution 2023-1-8 for Affordable Housing Services.

Motion was offered by **Deputy Mayor Sisz** seconded by **Committeeman Boyd**. Motion carried on a roll call vote recorded as follows:

AYES: SISZ, BOYD, TALLON, MOJENA

NAYS: NONE ABSENT: GOLEND

RESOLUTION 2023-1-8

RESOLUTION TO ACCEPT AND AUTHORIZE EXECUTION OF A PROFESSIONAL SERVICE AGREEMENT FOR AFFORDABLE HOUSING SERVICES

WHEREAS, the Township of Mansfield is interested in entering into an agreement with **Triad Advisory Services, Inc.** and

WHEREAS, **Triad Advisory Services, Inc.** has submitted a proposal to Mansfield Township received on November 9, 2022, and

WHEREAS, Mansfield Township has evaluated said proposal by **Triad Advisory Services, Inc.**, and

WHEREAS, Mansfield Township has elected to enter into an agreement with **Triad Advisory Services, Inc.**, consistent with their proposal dated November 9, 2022 for the year 2023; and

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

1. The Mayor and Township Clerk are hereby authorized and directed to execute any and all contracts/agreements with **Triad Advisory Services, Inc.** as the Township of Mansfield's COAH

Coordinator/Administrator which is necessary to support all COAH requirements for Mansfield Township with the appropriate State and County Agencies;

2. This award is made available through account number: **0120121190299**

Mayor Mojena asked for a motion to adopt the above resolution. A motion was offered by **Committeeman Siz** seconded by **Deputy Mayor Ocello**. Motion carried unanimously on a roll call vote recorded as follows:

AYES: SISZ, OCELLO, TALLON, MOJENA

NAYS: NONE **ABSENT:** GOLEND

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 a Certification of Availability of Funds. Any item requiring discussion will be removed from the Consent Agenda.

Mayor Mojena asked for a motion to adopt all resolutions on the Consent Agenda. Resolutions 2023-1-9 through 2023-1-24.

A motion was offered by **Committeeman Siz** and seconded by **Deputy Mayor Ocello** to adopt all resolutions on said Consent Agenda. Motion carried on a roll call vote recorded as follows:

AYES: TALLON, BOYD, SISZ, MOJENA

NAYS: NONE **ABSENT:** GOLEND

**RESOLUTION 2023-1-9
OFFICIAL NEWSPAPER**

BE IT HEREBY RESOLVED that the following are the official Newspapers of Mansfield Township, County of Burlington, State of New Jersey through December 31, 2023;

PRIMARY: Burlington County Times

SECONDARY: Trenton Times

RESOLUTION 2023-1-10

FIXING TIME AND PLACE OF REGULAR MEETINGS OF THE TOWNSHIP COMMITTEE AND THE BOARD OF HEALTH, MAKING PROVISIONS RELATIVE TO SPECIAL AND EMERGENCY MEETINGS AND ADOPTING CERTAIN PROCEDURES AND FORMS

WHEREAS, the "Open Public Meetings Act" requires that advance written notice of all meetings of the Township Committee be posted in one public place designated by the Township Committee and faxed, mailed, telephoned, telegraphed or hand delivered to two newspapers designated by resolution and mailed to all persons requesting a copy of same upon payment of an established fee, let the following be known that:

1. Written notice of all **Agenda Sessions, Regular Meetings and Special Meetings** of the Mansfield Township Committee shall be posted *in advance* by the Municipal Clerk on the official Bulletin Board located in the main hallway of the Municipal Complex at 3135 Rt. 206 S, Suite 1, Columbus, New Jersey. Written notice of all **Emergency Meetings** will be so posted *as soon as possible* following the calling of such meeting in accordance with said Act.
2. All advance written notice of said meetings of the Township Committee shall be given to the following two newspapers: Burlington County Times and Trenton Times.
3. All advance written notices of said meetings of the Township Committee throughout the year shall be mailed to all persons requesting a copy of same after payment by such persons of a fee of \$10.00. News media shall be exempt from such fees.
4. The times and places of said official Township Committee meetings for the period from this meeting until the Reorganization Meeting in January 2023 shall be in accordance with the dates, times and places for such meetings annexed hereto under the title "Notice of Annual Scheduled Meetings", which is hereby adopted as the form of notice to be given of said meetings and so used by the Municipal Clerk for that purpose.

NOTICE OF ANNUAL SCHEDULED MEETINGS

NOTICE is hereby given by the Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey that **all 2023 Regular Township Committee Meetings will be held at 7:00PM** on the schedule of meetings listed below except as otherwise specifically provided.

All Regular Meetings of the Mansfield Township Committee are open to the public, in compliance with the Open Public Meetings Act., N.J.S.A. 10:4-6 to 10:4-21. Formal, official action may be taken at any said open public meeting on any and all issues involving the Township of Mansfield.

Note: Executive/Closed Sessions of the Mansfield Township Committee will be held at 6:00 PM as needed in accordance with said Act and prior to the Regular Township Committee meetings scheduled. In the event that an Executive/Closed Session is not necessary, the 6:00 PM meeting will simply be cancelled.

Mansfield Township Board of Health Meetings will take place prior to the Mansfield Township Committee meetings at 6:45 on the following dates: March 15, June 21, September 20, and December 6.

**2023 Mansfield Township Committee
Notice of Annual Schedule Meetings**

January 18th at 7:00 PM

February 1st and 15th at 7:00 PM

March 1st and 15th at 7:00 PM

April 5th and 19th at 7:00 PM

May 17th at 7:00 PM

June 21st at 7:00 PM

July 19th at 7:00 PM

August 16th at 7:00 PM

September 20th at 7:00 PM

October 4th and 18th at 7:00 PM
November 1st and 20th (Monday) at 7:00 PM
December 6th & 20th 7:00 PM
January 3, 2024 (Wednesday) - (Re-organization-6:00 PM)
First Regular Meeting in 2024 – January 17, 2024 Wednesday at 7:00 PM

RESOLUTION 2023-1-11
RESOLUTION ESTABLISHING TOWNSHIP HOLIDAYS FOR ALL
NON-CONTRACTUAL EMPLOYEES

BE IT HEREBY RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, that the following is a list of the Mansfield Township Municipal Holidays for the Year 2023 for a Full-time Non-Contractual employee. Under the Fair Labor Standard Act, **regular** part-time employees will be paid for holidays that fall on the employee's regularly scheduled workday only. Note that Holidays for Contractual Employees may or may not run according to said schedule, but will be stipulated in their respective agreements.

2023 Mansfield Township Schedule of Holidays

Martin Luther King Day	Monday	January 16, 2023
Presidents' Day	Monday	February 20, 2023
Good Friday	Friday	April 7, 2023
Easter Monday	Monday	April 10, 2023
Memorial Day	Monday	May 29, 2023
Juneteenth Day(Freedom Day)	Monday	June 19, 2023 (observed)
Independence Day	Monday	July 3, 2023
Independence Day	Tuesday	July 4, 2023
Labor Day	Monday	September 4, 2023
Columbus Day	Monday	October 9, 2023 (observed)
Veteran's Day	Friday	November 10, 2023
Thanksgiving Holiday	Thursday	November 23, 2023
Thanksgiving Holiday	Friday	November 24, 2023
Christmas Holiday	Monday	December 25, 2023
Christmas Holiday	Tuesday	December 26, 2023

2024 HOLIDAY

New Year's Holiday	Monday	January 1, 2024
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RESOLUTION 2023-1-12
CHECK AUTHORIZATION PRIOR TO BILLS LIST APPROVAL

BE IT HEREBY RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey that the Chief Financial Officer/Treasurer is hereby authorized to pay any bills, prior to insertion on the Bills List, contractual or otherwise, the holding of which, due to meeting schedules, deadlines, or the like, would cause financial harm to the Township; and,

BE IT FURTHER RESOLVED said bills are hereby authorized to be paid upon presentation, and are to include but not limited to the following:

- Payroll
- Insurance
- State, County, School Payments
- Landfill Charges
- Public Utilities
- Public Assistance Bills
- Approved Grant Application Fees
- Contractual Payments
- Debt Service

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey that authorization is hereby given that the foregoing list of bills may be prepaid prior to approval of the Bills List.

RESOLUTION 2023-1-13
CASH MANAGEMENT PLAN OF THE TOWNSHIP OF MANSFIELD IN THE COUNTY OF
BURLINGTON, NEW JERSEY

I. STATEMENT OF PURPOSE.

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits ("Deposits") and investment ("Permitted Investments") of certain public funds of the Township of Mansfield, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN.

A. The Plan is intended to cover the deposit and/or investment of the following funds of the Township of Mansfield:

Current Fund
 State and Federal Grants
 Storm Recovery Trust
 Capital Fund
 Animal Control Trust
 Recreation Developers Trust
 Recreation Revenue Trust
 Public Defender Trust
 Special Events Trust
 Fire Safety Trust
 Construction Code Trust
 Special Law Enforcement Trust
 COAH Trust
 Income Wire Fund

Police Off Duty Employment Trust
 Unemployment Trust
 Developers Escrow
 Payroll Trust
 Public Assistance Trust
 Law Enforcement Trust
 Federal Forfeiture Trust
 Sidewalk Contributions Trust
 Accumulated Leave Compensation Trust
 Sewer Utility Operating
 Sewer Utility Capital
 Utility Assessment Trust
 Clearing Account

B. It is understood that this Plan is not intended to cover certain funds and accounts of the Township of Mansfield, specifically: Not Applicable

III. DESIGNATION OF OFFICIALS AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN.

The Chief Financial Officer and the Comptroller of the Township of Mansfield, (the "Designated Officials") are hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the Township of Mansfield are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgment kept on file with such officials.

IV. DESIGNATION OF DEPOSITORIES.

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of Deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

- TD Bank
- 1st Constitution
- The Bank of Princeton
- First Bank

All such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Official(s) referred to in Section III above.

V. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL.

The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Official(s) of the Township of Mansfield referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted Investments or otherwise providing for Deposits.

New Jersey Cash Management
 New Jersey Arbitrage Rebate Management (NJ ARM)

All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Official(s) referred to in Section III above.

VI. AUTHORIZED INVESTMENTS.

A. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America (any investment contracts providing for resale arrangements with the supplier should be analyzed for legality and should be specifically authorized in the cash management plan);
- (2) Government money market mutual funds;
- (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
- (4) Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;
- (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
- (6) Local government investment pools;
- (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C.52:18A-90.4); or
- (8) Agreements for the repurchase of fully collateralized securities if:
 - (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
 - (b) the custody of collateral is transferred to a third party;
 - (c) the maturity of the agreement is not more than 30 days;
 - (d) the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C.17:9-41); and
 - (e) a master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms "government money market mutual fund" and "local government investment pool" shall have the following definitions:

Government Money Market Mutual Fund. An investment company or investment trust:

- (a) which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940," 15 U.S.C. sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec. 270.2a-7.
- (b) the portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
- (c) which has:
 - (i) attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
 - (ii) retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the "Investment Advisors Act of 1940," 15 U.S.C. sec.80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

Local Government Investment Pool. An investment pool:

- (a) which is managed in accordance with 17 C.F.R. sec. 270.2a-7;
- (b) which is rated in the highest category by a nationally recognized statistical rating organization;
- (c) which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
- (d) which is in compliance with rules adopted pursuant to the "Administrative Procedure Act," P.L. 1968, c.410 (c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
- (e) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
- (f) which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

B. Notwithstanding the above authorization, the monies on hand in the following funds and accounts shall be further limited as to maturities, specific investments or otherwise as follows:

Not Applicable

VII. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN.

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Township of Mansfield, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Township of Mansfield to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investments are either received by the Township of Mansfield or by a third party custodian prior to or upon the release of the Township of Mansfield's funds.

To assure that all parties with whom the Township of Mansfield deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official(s).

VIII. REPORTING REQUIREMENTS.

On the first day of each month during which this Plan is in effect, the Designated Official(s) referred to in Section III hereof shall supply to the governing body of the Township of Mansfield a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the Township of Mansfield as a Deposit or a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the governing body of the Township of Mansfield.

IX. FUND BALANCE POLICY.

- A. The Township shall establish or maintain a target fund balance of 5% of the previous year's adopted budget (net of grants and the reserve for uncollected taxes (the "Target").
- B. Amounts appropriated in the ensuing budget which reduce the fund balance below the target balance for the purpose of reducing the ensuing year's property tax levy, may be made only upon a specific vote of the Governing Body.
- C. If a drawdown of the fund balance creates a structural imbalance of the Township's budget, without the reasonable expectation of regenerating such amounts drawn down during the budget year, a plan shall be developed to restore fund balance to the Target balance within a three-year period.
- D. If the year-end available fund balance, based upon unaudited figures, is for any reason below the Target, then, to rebuild the fund balance toward the Target, no more than 80% of the surplus generated in the prior fiscal year shall be appropriated as a revenue in the succeeding year's budget.
- E. The Governing Body, by vote, can declare a fiscal emergency and withdraw any amount of General Fund balance for purposes of addressing the fiscal emergency. Any such action must also provide a plan to restore fund balance to the Target balance within a five-year period.
- F. This policy will be reviewed by the Governing Body every three years following adoption or sooner at the direction of the Governing Body.

X. TERM OF PLAN.

This Plan shall be in effect from January 1, 2023 to December 31, 2023. Attached to this Plan is a resolution of the governing body of the Township of Mansfield approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Committee, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged

RESOLUTION 2023-1-14

AUTHORIZING INVESTMENT OF IDLE FUNDS AND FUND TRANSFERS

WHEREAS, it is desirable that idle funds of the Township of Mansfield, County of Burlington, State of New Jersey be invested in legal investment vehicles at all times; and,

WHEREAS, it is occasionally necessary to transfer funds for the purpose of meeting current Township expenses or for the purpose of effecting investments;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Mansfield, County of Burlington, State of New Jersey that it does hereby authorize the Chief Financial Officer/Treasurer to request bids and to place orders for the investment of idle funds solely in legally authorized investment vehicles, such investments to the investing institution; and,

BE IT FURTHER RESOLVED, that the Chief Financial Officer/Treasurer is hereby authorized to transfer funds by wire solely for the following purposes and subject to all pertinent regulations as follows:

1. To or from the Township checking or savings accounts to other Township accounts.
2. To or from Township checking or saving accounts to or from accounts specified by banks or the State of New Jersey Cash Management Funds solely for the purpose of investing for the account of the Township of Mansfield.

RESOLUTION 2023-1-15

AUTHORIZING SIGNATURES ON TOWNSHIP CHECKS

BE IT HEREBY RESOLVED by the Township Committee of Mansfield Township, County of Burlington, State of New Jersey that the following Township Officials are hereby authorized to sign Checks or Withdrawal slips where a combination of two principal signatures are required for the Year 2023:

1. **Mayor: Marcial Mojena**
2. **Deputy Mayor: Brian Sisz**
3. **Municipal Clerk: Linda Semus**
4. **Chief Municipal Finance Officer: Bonnie Grouser**
5. **Tax Collector: Linda Hannawacker (tax account only)**

BE IT FURTHER RESOLVED that Signature Cards with the signatures of the persons authorized to sign be forwarded to all Township Depositories.

RESOLUTION 2023-1-16

MILEAGE REIMBURSEMENT

WHEREAS, the Township of Mansfield has a policy of reimbursing mileage to all officials and employees while on official Township business, from the Municipal Complex to the job/educational/meeting location and back to the Municipal Complex for those who do not receive a monthly car allowance; and

WHEREAS, the mileage reimbursement rate will be equivalent to the standard business rate as permitted by the Internal Revenue Service effective January 1, 2023;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey that authorization is hereby given for all officials and employees a mileage reimbursement rate equivalent to the standard business rate as permitted by the Internal Revenue Service, effective January 1, 2023, with said mileage being calculated from the Municipal Complex to the job/education/meeting location for approved trips

RESOLUTION 2023-1-17

CANCELLATION OF TAX BALANCES UNDER \$10.00

WHEREAS, balances exist for current and prior year taxes, and;

WHEREAS, N.J.S.A. 40A:5-17.1 states that the governing body may appoint any official to cancel tax refunds and delinquencies under \$10.00,

NOW THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, at their reorganization meeting held on January 4, 2023, hereby authorizes the Tax Collector to cancel tax balances under \$10.00

RESOLUTION 2023-1-18
INTEREST RATES ON DELINQUENT TAXES AND PENALTIES ON TAX TITLE LIENS (ASSEMBLY BILL NO. 4425 AND SENATE BILL NO. 2579)

WHEREAS, R.S. 54:4-67, laws of New Jersey, permits the Governing Body of each municipality to fix the rate of interest to be charged for non-payment of taxes as provided by law; and,

WHEREAS, R.S. 54:4-67 has been amended to define a tax delinquency as follows:

“Delinquency means the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarter or years. The governing body may also fix a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay the delinquency prior to the end of the calendar year. The penalty so fixed shall not exceed 6% of the amount of the delinquency”; and,

WHEREAS, R.S. 54:5-61 permits the holder of tax title lien, upon compliance with the provisions of Section 54:5-62, shall be entitled to collect from the owner or other person having an interest in the lands an additional sum equal to two percent (2%) of the amount so paid for the tax title; and

WHEREAS, R.S. 54:5-61 has been amended and relates to the amount to be charged on penalties as follows:

“When the taxes, interest and costs shall exceed the sum of \$5,000.00 such additional sum shall be equal to 4% of such amount paid; and when that sum exceeds \$10,000.00 such additional sum shall be equal to 6% of such amount paid. This section shall also apply to all existing certificates held by municipalities on effective date of this act”; and,

WHEREAS, N.J.S.A. 54:4-66.3d states that:

The third installment of current year taxes shall not be subject to interest until the later of August 1, the additional interest-free period authorized pursuant to R.S. 54:4-67, or the twenty-fifth calendar day after the date that the tax bill or estimated tax bill for the third installment was mailed or otherwise delivered. Any payment received after the later of August 1, the additional interest-free period authorized pursuant to R.S. 54:4-67, or the twenty-fifth calendar day after the date that the tax bill or estimated tax bill for the third installment was mailed or otherwise delivered may be charged interest back to August 1. The estimated tax bill shall contain a notice specifying the date on which the interest may begin to accrue;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, that Mansfield Township shall fix the rate of interest to be charged to the nonpayment of taxes or assessments on or before the date when they would become delinquent, and provides that no interest shall be charged if payment of any installment is made within the tenth calendar day following the date upon which the same became payable. In the event the taxes are not paid within the ten calendar days, interest will be charged from the date it became payable to the day it reaches the tax office.

The rate so fixed shall not exceed 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 to be calculated from the date the tax was payable until the date of actual payment, for the year 2023.

BE IT FURTHER RESOLVED, the Tax Collector is hereby authorized and directed to charge an additional penalty of 6% of the amount of the delinquency in excess of \$10,000.00 and the delinquency is to be calculated only on an individual year basis and cannot be accumulated from year to year.

BE IT FURTHER RESOLVED, that the Tax Collector is hereby authorized and directed to charge a 2% penalty on the amount due over \$200.00 up to \$5,000.00; 4% up to \$10,000.00 and 6% on excess of \$10,000.00 on Tax Title Liens. This change is applicable to all certificates held by the municipality as well as those, which may be subsequently acquired by them as a result of future tax sales. The delinquency now is to be calculated on the sum of taxes from year to year and not to be calculated on an individual year basis.

BE IT FURTHER RESOLVED, that certified copies of this Resolution be provided by the Township Clerk to the following:

- a. Tax Collector
- b. Township Solicitor
- c. Township Auditor

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

RESOLUTION 2023-1-19
APPEALS/ADJUSTMENTS/STIPULATIONS OF SETTLEMENT

WHEREAS, statutory provision is made for, review and correction of errors prior to certification of an assessment list; and

WHEREAS, provision is also allowed for the discovery and correction of errors after establishment of the tax rate; and,

WHEREAS, changes in property ownership at times necessitates adjustments in the veteran and/or senior citizens deductions allowed on the assessment list; and,

WHEREAS, responsibility for maintenance and correction of the assessment list rests with the local Assessor subject to laws and regulations;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Mansfield that the Assessor, fulfilling the duties and requirements of his office, be authorized to file with the Burlington County Board of Taxation such appeals as may be necessary to maintain accuracy and equality in the assessment list of the Township of Mansfield.

BE IT FURTHER RESOLVED that the Assessor is hereby authorized to execute Stipulations of Settlement on behalf of the municipality with the approval and knowledge of the municipality and it's Solicitor.

BE IT FURTHER RESOLVED that a certified copy of this Resolution accompany any appeal filed by the Assessor with the Burlington County Board of Taxation.

RESOLUTION 2023-1-20

RESOLUTION REAUTHORIZING PETTY CASH FUNDS FOR CALENDAR YEAR 2023

WHEREAS, NJSA 40A:5-21 authorizes the establishment of Petty Cash funds in municipalities by application and resolution; and

WHEREAS, the Division of Local Government Services, New Jersey Department of Community Affairs, has authorized petty cash funds for the Township of Mansfield, Burlington County, as follows:

Type	Date Authorized	Amount Authorized	Bonding Required
Finance	1/08/93	\$350	\$0
Recreation	2/28/91	\$200	\$0 ;and

WHEREAS, it is the desire of Mansfield Township, Burlington County, to reauthorize such funds for Calendar Year 2023 as follows:

Type	Custodian	Amount Authorized	Bonding Required
Finance	Bonnie Grouser	\$350	\$0
Recreation	Paul Narwid	\$200	\$0 ;and

WHEREAS, such custodians shall maintain records for these funds in a manner conducive to proper accounting and auditing procedures;

NOW, THEREFORE BE IT RESOLVED that the Committee of the Township of Mansfield, Burlington County hereby authorizes such action and that two copies of this Resolution be filed with Division of Local Government Services, New Jersey Department of Community Affairs.

RESOLUTION 2023-1-21

RESOLUTION AUTHORIZING THE STATE AND COUNTY COOPERATIVE PURCHASING PROGRAM FOR PURCHASES FOR THE YEAR 2023

WHEREAS, the Township of Mansfield makes purchases from many potential sources for services, management, supplies and equipment to support Township operations; and

WHEREAS, the State of New Jersey Division of Purchase and Property, Cooperative Purchase Program, has authorized vendors that can provide these services, materials, supplies or equipment under a “state contract” for eligible items pursuant to N.J.S.A. 40A: 11-12.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield that the Chief Financial Officer be authorized to approve purchases from the State Contract Vendors list, which is available for review in the Municipal Clerk’s office, to provide services, materials, supplies or equipment to the Township of Mansfield for the year 2023.

RESOLUTION 2023-1-22

RESOLUTION TO ALLOW PAYMENT OF DELINQUENT SPECIAL ASSESSMENT INSTALLMENT AND TO REINSTATE INSTALLMENT PLAN

WHEREAS, on February 28, 2007, the Township Committee of the Township of Mansfield adopted Ordinance 2007-8 authorizing assessments for sewer improvements for the Lynwood Farms development; and

WHEREAS, this ordinance authorized the assessments to be paid in 20 annual installments; and

WHEREAS, N.J.S.A.40:56-35 stated that if an installment remained unpaid for 30 days, then the whole assessment, or balance shall become immediately due; and

WHEREAS, N.J.S.A.40:56-35 was amended to include the provision for the delinquent installment to be paid with interest, and the installment plan reinstated.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey at their reorganization meeting held on January 4, 2023 hereby authorizes the Tax Collector to accept the delinquent installment with interest and reinstate the installment plan.

RESOLUTION 2023-1-23

GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION’S “ENFORCEMENT GUIDANCE ON THE CONSIDERATION OF ARREST AND CONVICTION RECORDS IN EMPLOYMENT DECISIONS UNDER TITLE VII OF THE CIVIL RIGHTS ACT OF 1964”

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c 183 requires the governing body of each municipality and county to certify that their local unit’s hiring practices comply with the United States Equal Employment Opportunity Commission’s “Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964,” *as amended*, 42 U.S.C. 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit’s hiring practices as they pertain to the consideration of an individual’s criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, That the Mansfield Township Committee of the Township of Mansfield, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c183, by certifying that the local unit’s hiring practice comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

RESOLUTION 2023-1-24

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF BURLINGTON, NEW JERSEY, SETTING THE 2023 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 2023 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 2022 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 4, 2023 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: Salary and Wages	32,500.00
A&E: Miscellaneous	9,000.00
M&C: Salary & Wage	10,000.00
CLERK: Salary & Wage	43,000.00
CLERK: Miscellaneous	21,000.00
FIN: Salary & Wage	42,000.00
FIN: Miscellaneous	11,500.00
AUDIT: Miscellaneous	10,000.00
TAX C: Salary & Wage	16,000.00
TAX C: Miscellaneous	6,000.00
TAX A: Salary & Wage	12,000.00
TAX A: Miscellaneous	6,000.00
LEGAL: Miscellaneous	44,500.00
ENG: Miscellaneous	26,250.00
PLAN: Miscellaneous	6,000.00
LAND USE: Salary & Wage	7,500.00
LAND USE: Miscellaneous	1,350.00
OCE: PM: Salary & Wage	2,750.00
OCE: PM: Miscellaneous	125.00
ZONING OFFICER: Salary & Wage	3,500.00
ZONING OFFICER: Miscellaneous	500.00
LIABINS: Liability Insurance	28,000.00
WCOMP: Workers Compensation	50,000.00
EMPLOYER GROUP Health Insurance	130,000.00
POLICE: Salary & Wages	390,000.00
POLICE: Miscellaneous	20,000.00
EMGMT: Salary & Wage	3,500.00
EMGMT: Miscellaneous	4,000.00
AID TO FIRE COMPANIES: Miscellaneous	30,000.00
AID TO AMBULANCE: Miscellaneous	55,000.00
EMS: Salary & Wage	23,000.00
EMS: Miscellaneous	3,000.00
OCE: FIRE: Salary & Wage	10,500.00
OCE: FIRE: Miscellaneous	4,500.00
PROS: Other Professional	9,500.00
ROAD: Salary & Wage	104,000.00
ROAD: Miscellaneous	42,500.00
SWASTE: Miscellaneous	65,000.00
RECYCLING: Salary & Wage	2,000.00
B&G: Miscellaneous	37,000.00
VMAINT: Miscellaneous	23,000.00
COMMUNITY SERVICES: Miscellaneous	16,000.00
PHEALTH: Salary & Wage	425.00
PHEALTH: Miscellaneous	900.00
RECREATION: Salary & Wage	19,500.00
RECREATION: Miscellaneous	4,800.00
PARKS: Miscellaneous	10,000.00
CPEVNT: Miscellaneous	3,150.00
ELEC: Miscellaneous	31,000.00
SLIGHT: Miscellaneous	35,500.00
TELE: Miscellaneous	10,000.00
WATER: Miscellaneous	19,000.00
PETRO: Gasoline	32,000.00
LANDFILL: Miscellaneous	81,000.00
FICA: Employer Liability	62,500.00
DCRP: Miscellaneous	2,000.00

COURT: Salary & Wage	52,500.00
COURT: Miscellaneous	6,000.00
INTERLOCAL: SW Springfield Court	9,450.00
INTERLOCAL: SW Southampton Court	17,175.00
INTERLOCAL: Miscellaneous	2,625.00
PUBD: Other Professional	4,000.00
CAPITAL IMPROVEMENT FUND	10,000.00
JIF Safety: Miscellaneous	500.00
TOTAL:	\$ 1,776,000.00

Utility Fund

Operating Expenses \$ 11,000.00

Public Comment:

Fred Cain-39 Fitzgerald Lane, expressed his hopes that 2023 brings peace and for a smooth and successful year.

Tony Quinto-27 Waverly Drive, asked had the committee removed the Solicitor appointment this evening how would the Township be protected without an attorney.

Committeeman Tallon explained he has no issue with the firm as there are other Attorneys to utilize within the firm, he wanted certain issues addressed before bringing back Mr. Prime.

Adjournment:

A motion to adjourn the meeting was offered by **Deputy Mayor Siz** and seconded by **Committeeman Tallon**. Motion carried unanimously.

PREPARED AND SUBMITTED BY:

Linda Semus, RMC, CMR
Municipal Clerk