

**MANSFIELD TOWNSHIP
BURLINGTON COUNTY
REGULAR MEETING MINUTES
January 18, 2023
7:00 PM
Via Hybrid**

Clerk Semus, read the following Open Public Meetings Statement:

Public notice of this meeting pursuant to the Open Public Meetings Act has been satisfied. Notice of this meeting was properly given via Resolution 2023-1-10, which was adopted by the Mansfield Township Committee on January 4, 2023. 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, 2023.

The Flag Salute was held with a brief moment of silence.

ROLL CALL:

Municipal Clerk Semus called for a Roll Call. The following Township Committee Members were in attendance: **Committeeman Tallon, Committeeman Boyd, Deputy Mayor Sisz, Mayor Mojena, Solicitor Prime, Engineer Johnson, CFO Grouser, Administrator Fitzpatrick, Deputy Clerk Jolly and Clerk Semus.** **Committeeman Golenda** was absent.

DEPARTMENT REPORTS:

Police Report:

Chief Campbell, reported that the Police Department has responded to 1020 incidents for the month of December and 14,659 incidents for last year. On December 30, 2022 police were dispatched to a residence in Homestead regarding a phone scam. The scammer pretended to be the grandson stating he was in a car accident, arrested and could be released if they posted \$9,850.00. The victim mailed the money via USPS. The victim relayed that she had been to two past presentations and this was not setting well and called the grandson who informed it was a scam. Police were called and with the help of the UPS security investigators they were able to intercept the package prior to delivery and it was deliver it back to the victim. Please help get the word out by discussing this example with family and friends.

Vehicle theft on January 17. We are asking residents in Country Walk, local businesses and the Homestead Plaza to review their surveillance systems and report any suspicious activity of an unknown person or vehicle in the area after midnight. Anyone who would like to share their footage, please contact our non-emergency department at 609-298-4411.

Road construction has started back up on Old York Rd. near Jacksonville Rd. and traffic will be detoured, so avoid the area if you can on Monday and Tuesday from 7:00am to 5:00pm.

Hiring: Two of our applicants have completed the final stages of the hiring process. One will start on February 1st and the other on February 27th. A background investigation on our third applicant is being finished with an anticipated start date in March.

EMS Report:

Mr. Senf, EMS Director, reported in the month of December the squad responded to 213 calls with 147 patient contacts and 106 transports. The end of year totals for 2022 we responded to 2,599 calls with 1,118 patient contacts and 1,304 transports. The new Ambulance received its state inspection last week and is now in service. The state performed our 2 year regulatory inspection and everything passed with no deficits found. Compliments were given on how well the ambulances and equipment have been kept and are in order. We assisted Girl Scout Troop 21436 in getting their First Aid badge. If anyone would like us to meet with them, please call.

Engineer's Report:

Doug Johnson reported the NJDEP has made revisions and updated standards for the MS4 storm water regulations which is part of an annual renewal process done with the township. We are working with Administrator Fitzpatrick to make sure we are in compliance as we move forward. A conversation took place with Mayor Mojena asking if the new requirement information can be put together to share with the public and to ask the environmental committee to look at it while Administrator Fitzpatrick added that the paperwork is mostly administrative documentation.

A local recreation improvement Grant will be submitted to the Division of Community Affairs looking to make improvements to the Country Walk playground that was removed by Public Works.

Chesterfield-Georgetown Rd. is in dire need of resurfacing and we will be accepting bids on the 27th for spring construction.

We are monitoring multiple projects that are under construction and underway.

Deputy Mayor Sisz asked if there is an update on the daycare facility on Rt. 206 to which Engineer Johnson replied there is no update at this time.

Committeeman Tallon, Engineer Johnson and Administrator Fitzpatrick spoke about any additional training pertaining to storm water that our Public Works staff can attend. As per regulations, they are not required to take any additional classes or certifications, however there are other classes out there that they can take and are suggested.

DPW Report:

Administrator Fitzpatrick reported: batteries in the ballasts have been changed in the emergency lighting at the Complex and the Columbus Park building, service completed on the dump truck and the stake body truck, painted stop bars at the Complex and Legends Development, picked up the new snow pusher, the new Kubota tractor was dropped off, two trucks were called out to salt the roads on for an icing event, trees were trimmed at the Civic Club, monthly generator testing was done for the end of December, the island on Fieldcrest and Petticoat was dugout with dirt replaced and stone, faded signs replaced in the Georgetown area

and Mapleton Development and are waiting on more signs, installed 10 firefighter parking spots at the Firehouse, sink hole repairs on Ambrose, Hemingway and Greenbrook, picked up the new boxed trailer, our Municipal sign is back up and is illuminated, installed new 25 mph school sign at Mansfield Rd. East and the first Christmas Tree pickup was completed and we will have one more pickup on January 24th.

Fire Department Report:

Chief DuBell reported that last month they had 2 building fires, 1 auto fire, 1 assist EMS, 10 motor vehicle accidents, 1 rescue assignment, 3 gas leaks, 1 carbon monoxide incident, 2 wire calls, 1 assist police and 8 alarm systems for a total of 30. For 2022 we had 367 calls to service. We have been using the new traffic light on Rt. 206 and it is working very well and very effective. A reminder to the general public that the slowdown move over initiative is set for any emergency vehicles that are on the roadway. If you see them on the road with their lights on please slow down to a safe speed or if on a multi-lane road move over to the next lane. There are a lot of firemen, tow truck drivers, police and EMS that are getting hurt and even killed from people not paying attention while driving through an emergency scene. Our new engine is up getting lettered and should be back the end of this week or next and we are still waiting for equipment to come in and once received we are looking to put it in service.

Fire Prevention/OEM Report:

Doug Borgstrom thanked the Mayor and committee for their support in 2022 and that the Emergency Services people feel valued which is really important and helps us.

Rental registration forms have been sent out. There is no fee to re-register rentals but it allows us to maintain an active database tenants. We also do cyclical inspections if it has been more than 4 years or if a change of occupancy has occurred. This year due to legislation the State of NJ has passed lead paint inspections on any of our rental properties that were built prior to 1978. Staff will be trained to do the tests by Housing and Urban Development. We have until 2024 to roll out the inspections.

Farm inspections for the year is an ongoing process and the State of NJ makes sure migrant housing is looked into and made safe so we do not have mass casualties with the traveling migrant farm workers. It is required to look for basic fire safety issues on the farm properties.

We continue to do our reporting and training on Emergency Management and County level meetings will start up again with bigger training events to be attended. We are working with the EMEA Grant and funding which will help us make for a better community.

Regarding the slowdown move over law, an email was sent out through Administrator Fitzpatrick for the HAAS system. Our new Pierce Pumpers are equipped with a system that whenever the emergency warning lights are on, it transmits an alarm where anyone using Apple apps, Waze and some of the Stellantis vehicles will get an alert and know that there is an emergency vehicle either moving or stopped depending on how fast the roadway is varies how far out the message goes to them. Hopefully we can get the safety system to make our fire and EMS safer.

Mayor Mojena asked that he add the item to his budget request.

ORDINANCE: (FIRST READINGS/INTRODUCTIONS): Nothing at this time.

ORDINANCE: (SECOND READING/PUBLIC HEARING/FINAL ADOPTION): Nothing at this time.

RESOLUTIONS: (Non-Consent): Nothing at this time.

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.

RESOLUTION 2023-1-25

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR THE PURCHASE AND INSTALLATION OF DIGITAL COURT RECORDER (DCR) MULTI-CHANNEL AUDIO VIDEO RECORDING SOLUTION FOR MANSFIELD TOWNSHIP FROM BIS DIGITAL PURSUANT TO ESCNJ CO-OP #65MCESCCPS – ESCNJ 21/22-19

WHEREAS, the Township of Mansfield, Burlington County, is a party to a cooperative purchasing agreement with the Educational Services Commission of New Jersey (ESCNJ), a cooperative purchasing program organized pursuant to N.J.S.A. 40A:11-10 and N.J.A.C. 5:34-7.11; and

WHEREAS, the Local Public Contracts Law authorizes a municipality to purchase goods and services through duly-formed cooperative purchasing system without advertising for bids; and

WHEREAS, the procurement of goods and services through a cooperative purchasing program is considered to be a fair and open process under the New Jersey Pay-To-Play Law N.J.S.A. 19:44A-20.4 et seq; and

WHEREAS, the Township of Mansfield, Burlington County, desires to purchase for installation Digital Court Recorder (DCR) multi-channel audio video recording solution from BIS DIGITAL pursuant to ESCNJ CO-OP #65MCESCCPS – ESCNJ 21/22-19; and

WHEREAS, BISO DIGITAL has submitted a proposal dated December 5, 2022 indicating they will provide, install, train the Digital Court Recorder (DCR) multi-channel audio video recording solution for the proposed amount of \$51,948.92; and

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

1. The Township Committee hereby awards a contract for the purchase installation and training of the Digital Court Recorder (DCR) multi-channel audio video recording solution in accordance with the specifications described in the proposal, by and between Mansfield Township, Burlington County and BIS DIGITAL, 417 Crooks Avenue, Clifton, New Jersey 07011, pursuant to the terms and conditions of the ESCNJ CO-OP #65MCESCCPS – ESCNJ 21/22-19, be and is hereby approved and authorized.
2. The Mayor and Township Clerk, as necessary, are hereby authorized to execute a Contract and any related documents necessary to effectuate this award.
3. This award is made available through account numbers:
Municipal Clerk: Other Expenses 01-203-20-120-299

Land Use: Other Expenses 01-203-21-186-299
Municipal Court: Other Expenses 01-203-43-490-299

RESOLUTION 2023-1-26
RESOLUTION ACCEPTING THE QUOTE FROM CNS CLEANING COMPANY FOR MANSFIELD TOWNSHIP

WHEREAS, the Township had solicited requests for proposals for providing general janitorial services for the Mansfield Township Municipal Complex, the Police Station, the Fire Department, the MTAC Ambulance Building, the Civic Club Facility, Georgetown Park and the Mansfield Community Park; and

WHEREAS, three proposals were received and opened on Thursday January 12, 2023. Low bid was received from CNS Cleaning Company, 227 Mill Street, Bristol, PA 19007, in the amount of \$23,460.00 for Year 1 and \$6,960.00 for Year 1 Seasonal Tasks, \$24,180.00 for Optional Year 2 and \$7,360.00 for Optional Year 2 Seasonal Tasks, and \$24,900.00 for Optional Year 3 and \$7,760.00 for Optional Year 3 Seasonal Tasks; and

WHEREAS, the Chief Financial Officer has certified that funds are available in that amount; 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 Township Committee hereby awards a Contract to CNS Cleaning Company, for general janitorial services at the Mansfield Township Municipal Complex, the Police Station, the Fire Department, the MTAC Ambulance Building, the Civic Club Facility, Georgetown Park and the Mansfield Community Park in the amount of \$30,420.00, for a one year term beginning on February 1, 2023 through January 31, 2024 with an option of two one year term renewals; and
2. This award is made available through the following account: 01 201 26 310 124
3. The Mayor and Township Clerk, as necessary, are hereby authorized to execute a Contract and any related documents necessary to effectuate this award in a form substantially the same as that included in the specifications.

RESOLUTION 2023-1-27
RESOLUTION AUTHORIZING THE POLICE DEPARTMENT TO PARTICPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT OFFICE 1033 PROGRAM TOENABLE THE POLICE DEPARTMENT TO REQUEST AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT

WHEREAS, the United States Congress authorized the Defense Logistics Agency (DLA) Law Enforcement Support Office (LESO) 1033 Program (the 1033 "Program" to make use of excess Department of Defense personal property by making that personal property available to Municipal, County and State law enforcement agencies ("LEAs")); and

WHEREAS, DLA rules mandate that all equipment acquired through the 1033 Program remain under the control of the requesting LEA; and

WHEREAS, participation in the 1033 Program allows Municipal and County law enforcement agencies to obtain property they might not otherwise be able to afford in order to enhance community preparedness, response, and resiliency; and

WHEREAS, although property is provided through the 1033 Program at no cost to Municipal and County law enforcement agencies, these entities are responsible for the costs associated with delivery, maintenance, fueling, and upkeep of the property, and for specialized training on the operation of any acquired property; and

WHEREAS, NJS A 40A:5-30.2 requires that the governing body of the Municipality or County approve by a majority of the full membership, both enrollment in, and the acquisition of any property through, the 1033 Program

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington and State of New Jersey that the Mansfield Township Police Department is hereby authorized to enroll in the 1033 Program for a one-year period from January 1, 2023 through December 31, 2023.

BE IT FURTHER RESOLVED that the Mansfield Township Police Department is hereby authorized to acquire items of non-controlled property designated 'DEMIL A,' which may include office supplies, office furniture, computers, electronic equipment, generators, field packs, non-military vehicles, clothing, traffic and transit signal systems, exercise equipment, storage devices and containers, tools, medical and first aid equipment and supplies, personal protection equipment and supplies, lighting supplies, beds and sleeping mats, wet and cold weather equipment and supplies, respirators, binoculars, and any other supplies or equipment of a non-military nature identified by the Mansfield Township Police Department, if it shall become available within the period of time for which this Resolution authorizes, based on the needs of the Mansfield Township Police Department without restriction; and

BE IT FURTHER RESOLVED that the Mansfield Township Police Department is hereby authorized to acquire the following 'DEMIL B THROUGH FQ' property, if it shall become available within the period of time for which this Resolution authorizes; and

BE IT FURTHER RESOLVED that the property available through the Program 'DEMIL A through Q' is attached hereto; and

BE IT FURETH RESOLVED that the Mansfield Township Police Department shall develop and implement a full training plan and policy for the maintenance and use of the acquired property; and

BE IT FURTHER RESOLVED that the Mansfield Township Police Department shall provide a quarterly accounting of all property obtained through the 1033 Program which shall be available to the public upon request; and

BE IT FURTEHR RESOLVED that this Resolution shall take effect immediately and shall be valid to authorize requests to acquire (1) 'DEMIL A' PROPERTY THAT MAY BE MADE AVAILABLE THROUGH THE 1033 Program and (2) 'DEMIL B through Q' property both of which that may be made available through the 1033 Program during the time period for which this Resolution authorizes, with program participation and all property request authorization terminating on December 31, 2023.

RESOLUTION 2023-1-28
RESOLUTION OF THE TOWNSHIP COMMITTEE APPOINTING SABRINA PETRELLA AS A FULL-TIME RECREATION-SPECIAL EVENTS-SOCIAL MEDIA COORDINATOR FOR THE TOWNSHIP OF MANSFIELD, COUNTY OF BURLINGTON, STATE OF NEW JERSEY

WHEREAS, there is a need for a full-time Recreation-Special Events-Social Media Coordinator position within the Township of Mansfield; and

WHEREAS, applications were received and interviews conducted for said position by the Township Administrator.

WHEREAS, the Township Administrator recommends Ms. Petrella as she best met the requirements needed to perform the duties of said position.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield at their Regular Meeting held on January 18, 2023 hereby appoints Sabrina Petrella as a full-time Recreation-Special Events-Social Media Coordinator, with a salary of \$57,000.00 and a 35 hour work week, effective January 23, 2023 with all benefits associated with said full time position.

**RESOLUTION 2023-1-29
RESOLUTION ADOPTING THE ANNUAL REPORT
OF THE JOINT LAND USE BOARD SITTING AS A ZONING BOARD OF ADJUSTMENT**

WHEREAS, Section 40:55D-70.1 of the Municipal Land Use Law directs Boards of Adjustment to prepare annual reports on the ordinance provisions that have prompted requests for variances; and

WHEREAS, the Board has reviewed its activity for calendar year 2022 and has caused its staff to prepare the attached report in compliance with the aforesaid statute.

NOW THEREFORE, BE IT RESOLVED that the attached report is hereby adopted

BE IT FURTHER RESOLVED that the Secretary is hereby authorized and directed to transmit certified copies of the attached report and of this resolution to the governing body for its consideration.

2022 JLUB Sitting as a Zoning Board of Adjustment Annual Report

Application 2022-2: **Granted**

- Proposed consolidate and re-subdivide lots to develop each lot with a single-family dwelling.
- Variances: The minimum lot area for single family use in the R-1 zone is 3 acres. A lot area variance for proposed lots is required is the lot area for lot 1 will be 9,793sf and lot 2 will be 9,571sf. The minimum frontage for a single family use in the R-1 zone is 200ft. A lot frontage variance is required for both proposed lots since each has a frontage of 43.09ft. A lot width variance for both lots is required since the width dimensions will 39ft+/- and 41ft +/- . The minimum side yard for a single family use in the R-1 zone is 20ft for one side and 50ft for both sides. A side yard variance for both proposed lots is required since one side yard is 5ft and both side yards is 10ft. The minimum front yard setback for a single family use in the R-1 is 50ft. The proposed for the lots is 25ft. The minimum rear yard setback for a single family use in the R-1 is 35ft and the proposed is 25ft.
- Application 2022-2 was approved February 28, 2022 and was memorialized March 28, 2022.

Application 2022-3: **Granted**

- Proposed subdivision of one lot into two lots with bulk variance.
- Variances: The minimum lot depth is 200ft and the minimum lot depth proposed is 47.41ft.
- Application 2022-3 was approved February 28, 2022 and was memorialized March 28, 2022.

Application 2022-6: **Granted**

- Proposed realignment of property lines.
- Variances: The minimum lot size for residential use in the C-3 zone is 3 acres. A lot area variance is required as the non-conforming lot will be further reduced by approximately 7,630sf.
- Application 2022-6 was approved on March 28, 2022 and was memorialized April 14, 2022.

Application 2022-9: **Granted**

- Proposed conversion of a 1,485sf finished basement of a 3,698sf single family dwelling into an accessory apartment for a family member.
- Variances: Use Variances are required because the proposed development does not meet three conditional use requirements of §65-10C(2). The maximum allowable net floor area is 1,200sf whereas roughly 1,500sf is proposed. The minimum lot size is 20,000sf whereas 12,750sf is proposed.
- Application 2022-9 was approved June 27, 2022 and was memorialized July 18, 2022.

Application 2022-10: **Deemed Incomplete**

- Proposed construction of a 40 x 60 x 18 residential accessory garage
- Variances: Side yard setback of 11ft. where 20ft. is required, a rear yard setback of 11ft. where a setback of 35ft. is required and a building height of 18ft. 1inch where a maximum private accessory garage building height of 15ft. is permitted.
- Application 2022-10 was deemed incomplete by the board during its May 23, 2022 meeting.

Application 2022-11 **Denied**

- Proposed development of a truck trailer leasing and service facility on a 7.866 acre tract
- Variances: The LI Zone conditionally permits truck sales, rental, service and repair subject to the conditions and standards set forth in §65-37 however it does not permit the sale or leasing of trailers, passenger automobiles, or any other type of motor vehicle, therefore a Use Variance is required.
- Application 2022-11 was denied October 24, 2022 due to the application not meeting general compliance with the zone plan and the unduly impact to the neighborhood scheme. Additionally, the application does not meet the goals of the Townships Master Plan to maintain attractive, safe and easily negotiable highways and intersections.

**RESOLUTION 2023-1-30
RESOLUTION APPOINTING POLICE OFFICER MICHAEL G. MAHAN**

WHEREAS, a vacancy exists in the rank of patrolman within the Mansfield Township Police Department; and
WHEREAS, a selection process was conducted to find the most qualified person to hire in this capacity and **MICHAEL G. MAHAN** has met all the qualification for said position;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of Mansfield Township, County of Burlington, State of New Jersey at their Regular Meeting held on January 18, 2023 that **Michael G. Mahan**, is so hired, at the recommendation of Chief of Police, Eric Campbell in the amount of \$74,697.00, with benefits, and with certification of funds by the Mansfield Township CFO/Treasurer. Appointment to said position is hereby effective as of February 1, 2023.

BE IT FURTHER RESOLVED all pre-employment testing requirements have been satisfied.

RESOLUTION 2023-1-31
RESOLUTION APPOINTING POLICE OFFICER SAMUEL C. IRVIN

WHEREAS, a vacancy exists in the rank of patrolman within the Mansfield Township Police Department; and
WHEREAS, a selection process was conducted to find the most qualified person to hire in this capacity and
SAMUEL C. IRVIN has met all the qualification for said position;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of Mansfield Township, County of Burlington, State of New Jersey at their Regular Meeting held on January 18, 2023 that **Samuel C. Irvin**, is so hired, at the recommendation of Chief of Police, Eric Campbell, at Probation Step 1 in the amount of \$49,058.00, with benefits, and with certification of funds by the Mansfield Township CFO/Treasurer. Appointment to said position is hereby effective as of his first day of the police academy, February 27, 2023,

BE IT FURTHER RESOLVED all pre-employment testing requirements have been satisfied.

RESOLUTION 2023-1-32
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANSFIELD
AUTHORIZING THE RENEWAL OF THE TERM OF AN INTERLOCAL SERVICE AGREEMENT WITH
BORDENTOWN TOWNSHIP, BORDENTOWN CITY, CHESTERFIELD TOWNSHIP, NORTH HANOVER
TOWNSHIP AND SPRINGFIELD TOWNSHIP CONCERNING EXTRA DUTY ASSIGNMENT OF POLICE
OFFICERS

WHEREAS, Bordentown Township, Bordentown City, Chesterfield Township, North Hanover Township and Springfield Township are neighboring Townships in Northern Burlington County; and

WHEREAS, their Police Departments provide traffic control and other off-duty police services to third parties; and

WHEREAS, the municipalities often rely upon each other for additional officers to provide such services to third parties; and

WHEREAS, the Township of Mansfield has entered into an Interlocal Services Agreement with the aforementioned Township which requires annual renewal; and

WHEREAS, the Mansfield Township Police Department agrees to accept the rate in effect for off-duty police services to third parties of the municipality in which the officer is providing services; and

WHEREAS, the Township of Mansfield wishes to renew the Interlocal Services Agreement until December 31, 2023;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington, New Jersey, that the Mayor and Township Clerk are hereby authorized and directed to notify the Townships of Bordentown, Chesterfield, Springfield, North Hanover and City of Bordentown that the Township Committee has elected to renew the agreement for the ensuing year until December 31, 2023, and provide each Township with a certified copy of this Resolution.

RESOLUTION 2023-1-33
RESOLUTION AUTHORIZING AN EXCHANGE OF CONSTRUCTION UCC CODE SERVICES FOR
CONFLICT OF INTEREST AND EMERGENCY SITUATIONS

WHEREAS, NJAC 5:23-4.5(j), sets forth the circumstances under which a conflict of interest or an emergency would arise for Municipal Construction Officials, Sub-code Officials and Inspectors; and

WHEREAS, it is in the township's best interest to have a plan in place which will provide for these services in the event a conflict of interest or an emergency arises; and

WHEREAS, The Township of Mansfield wishes to authorize an exchange of construction code services with the Township of Bordentown, Township of Chesterfield, Township of Florence, Township of Lumberton and Township of Wrightstown to exchange the services of their Construction Officials, Sub-code Official and Inspectors as needed to comply with NJAC 5:23-4.5(j).

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

1. The Township Committee of the Township of Mansfield hereby authorizes the exchange of Construction Code Services with the Township of Bordentown, Township of Chesterfield, Township of Florence, and Township of Lumberton and Township of Wrightstown for conflict of interest or emergency situations for the 2023 Calendar Year.
2. The Mayor and Township Clerk are hereby authorized to execute any documents necessary to have the work performed in connection with the services outlined above.

RESOLUTION 2023-1-34
RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATION FOR THE PROGRAM YEAR 2023
NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS' (DCA) DIVISION OF LOCAL
GOVERNMENT SERVICES (DLGS) LOCAL RECREATION IMPROVEMENT GRANT (LRIG) PROGRAM

WHEREAS, Township Committee of the Township of Mansfield, Burlington County, desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$152,000.00 to carry out a project for improvements to the Country Walk Park within the Country Walk Development located at 41 Fieldcrest Drive, Columbus, New Jersey; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Township Committee of the Township of Mansfield does hereby authorize the application for such grant.

BE IT FURTHER RESOLVED, that the Township Committee recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Township of Mansfield and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED, that the Mayor and Municipal Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Mansfield and that their signatures constitute acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

RESOLUTION 2023-1-35

**RESOLUTION AUTHORIZING THE AWARD OF A “REQUIRED DISCLOSURE” CONTRACT TO
POWERS ELECTRIC COMPANY**

WHEREAS, the Township of Mansfield has the need to replace normal circuits with emergency circuits in Land Use and Construction and to refeed Court Room Panel with Emergency Power; and

WHEREAS, as permitted by the New Jersey Local Public Contracts Law, N.J.S.A. 40A: 11-3. since the anticipated amount of the contract did not exceed the statutory maximum of \$44,000, the Township Qualified Purchasing Agent authorized the award of a contract to Powers Electric Company (“Vendor”) as a “Required Disclosure” contract based on proposals pursuant to the aforesaid statutory provisions; and

WHEREAS, the total amount of the Contract will exceed the \$17,500 statutory maximum in the aggregate set forth in N.J.S.A. 19:44A-20.5, concerning eligibility for municipal contracts; and

WHEREAS, the anticipated term of this contract is one (1) year from January 18, 2023 but in no event shall the total amount of the contract amount exceed the bid threshold of \$44,000 pursuant to N.J.A.C. 5:34-8.1(b); and

WHEREAS, to satisfy the provisions of N.J.S.A. 19:44A-20.5, concerning eligibility for municipal contracts, Vendor has completed and submitted a Business Entity Disclosure Certification which certifies that Powers Electric Company has not made any reportable contributions, to a political or candidate committee in the Township of Mansfield and has not made any reportable contributions to the following elected officials; Mayor Marcial Mojena, Deputy Mayor Brian Sisz, Committeeman Robert Tallon, Committeeman Daniel Golenda or Committeeman Tim Boyd in the previous one year, and that the contract will prohibit Powers Electric Company from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer, Bonnie Grouser, has certified that sufficient funds are available to award said contract and that said funds for this purchase have been authorized against the following Line Item;

Building & Grounds: Other Expenses 01-203-26-310-299

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Township of Mansfield authorizes the Qualified Purchasing Agent to enter into a contract with Powers Electric Company as described herein; and,

BE IT FURTHER RESOLVED that the Business Entity Disclosure Certification and the Determination of Value be placed on file with this Resolution, and

BE IT FURTHER RESOLVED that the Mayor and Township Clerk, as necessary, are hereby authorized to execute said contract with Powers Electric Company; and

BE IT FURTHER RESOLVED Notice of said action shall be published in the Burlington County Times and the Trenton Times as required by law.

RESOLUTION 2023-1-36

**RESOLUTION AWARDED CONTRACT TO MOTOROLA SOLUTIONS FOR THE PURCHASE OF TEN
CP100D PORTABLE RADIOS, TEN CM300D MOBILE RADIOS AND TWO CM300D BASE RADIOS TO
ENHANCE EMERGENCY OPERATIONS WITHIN THE PUBLIC WORKS DEPARTMENT AND OFFICE OF
EMERGENCY MANAGEMENT**

WHEREAS, the Township of Mansfield is desirous to purchase ten CP100D Portable Radios, ten CM300D Mobile Radios and two CM300D Base Radios; 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; and

WHEREAS, said purchase is authorized through State Contract Number #20-TELE-00910 for Radio Communication Equipment and Accessories; and

WHEREAS, the Chief Financial Officer, Bonnie Grouser, has determined that sufficient funds are available; and

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

1. The Township Committee hereby awards a Contract to Motorola Solutions in accordance with their specifications and proposal in the amount of \$15,807.30.
2. The Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, does hereby authorize the Mayor and Township Clerk to execute on behalf of the Township any and all documentation necessary for said purchase.
3. This award is made available through the following accounts:

Emergency Management: Other Expenses 01-203-25-252-299

Building and Grounds: Other Expenses 01-203-26-310-299

BE IT FURTHER RESOLVED that this Resolution shall be effective immediately upon adoption hereof.

RESOLUTION 2023-1-37

**RESOLUTION AWARDED CONTRACT TO MOTOROLA SOLUTIONS FOR THE PURCHASE OF TWO
APX6500 MOBILE RADIOS AND TWO APX6000XE PORTABLE RADIOS FOR THE OFFICE OF
EMERGENCY MANAGEMENT**

WHEREAS, the Township of Mansfield is desirous to purchase two APX6500 Mobile Radios and two APX6000XE Portable Radios to be used by the Office of Emergency Management; 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; and

WHEREAS, said purchase is authorized through State Contract Number #20-TELE-00910 for Radio Communication Equipment and Accessories; and

WHEREAS, the Chief Financial Officer, Bonnie Grouser, has determined that sufficient funds are available; and

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

1. The Township Committee hereby awards a Contract to Motorola Solutions in accordance with their specifications and proposal in the amount of \$18,482.60.
2. The Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, does hereby authorize the Mayor and Township Clerk to execute on behalf of the Township any and all documentation necessary for said purchase.
3. This award is made available through the following account: 01-203-25-252-299.

BE IT FURTHER RESOLVED that this Resolution shall be effective immediately upon adoption hereof.

RESOLUTION 2023-1-38
RESOLUTION FOR THE REFUND OF TAX OVERPAYMENTS FROM REVISED ASSESSMENT

WHEREAS, Property Taxes for Preliminary Taxes (1st Qtr.) 2023 were overpaid on the properties listed below; and

WHEREAS, the Tax Assessor revised the assessment value to zero (0); and

WHEREAS, an overpayment was due to a payment by Segme Mansfield LLC and a refund is due.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey at their regular meeting held on January 18, 2023 hereby authorizes the refunding of the following to Segme Mansfield LLC, Inc. by the Tax Collector.

<u>Block</u>	<u>Lot</u>	<u>Property Owner</u>	<u>Amount</u>
59	7.01	Segme Mansfield LLC	\$ 1.26
59	7.01 QFarm	Segme Mansfield LLC	\$ 12.63
59	7.02	Segme Mansfield LLC	\$.03

RESOLUTION 2023-1-39
RESOLUTION FOR REFUND OF VETERAN DEDUCTION

WHEREAS, application for Veteran Deduction was approved and credit applied of \$250.00 applied on 4th Qtr. 2022 on December 22, 2022; and

WHEREAS, 4th Qtr. property tax has already been paid; and

WHEREAS, an overpayment is now on 2022 4th Qtr. and Thomas Carpenter, Cr. is due a refund.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey at their regular meeting held on January 18, 2023 hereby authorizes the refunding of the following to Thomas Carpenter, Sr. by the Tax Collector.

<u>Block</u>	<u>Lot</u>	<u>Property Owner</u>	<u>Amount</u>
42.08	76	Thomas Carpenter, Sr.	\$250.00

RESOLUTION 2023-1-40
RESOLUTION FOR THE CANCELLATION OF TAXES DUE TO VETERAN EXEMPTION

WHEREAS, N.J.S.A.54:4-3.30A allows for the exemption from taxation from real and personal property for any citizen and resident of the State who has a total or 100% permanent disability as defined by this statute; and

WHEREAS, the properties listed below are owned by a 100% Disabled Veterans.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, hereby memorializes the cancellation of the following taxes for 2023:

<u>Block</u>	<u>Lot</u>	<u>Property Owner</u>	<u>Amount</u>
15	15	Alicia Foster	\$3,801.74

(Effective 09/30/22)

RESOLUTION 2023-1-41
RESOLUTION AUTHORIZING AN ONLINE TAX SALE

WHEREAS, NJSA 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Government Services, and

WHEREAS, the Director of the Division of Local Government Services has approved NJ Tax Lien Investor/RealAuction.com to conduct electronic tax sales, and

WHEREAS, an electronic tax sale is innovative and provides a greater pool of potential lien buyers, thus creating the environment for a more complete tax sale process, and

WHEREAS, the municipality of MANSFIELD TOWNSHIP wishes to participate in an electronic tax sale.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey that the Tax Collector is hereby authorized to participate in an electronic tax sale and submit same to the Director of the Division of Local Government Services if necessary.

RESOLUTION 2023-1-42
RESOLUTION FOR REFUND OF VETERAN DEDUCTION

WHEREAS, application for Veteran Deduction was approved and credit applied of \$250.00 applied on 4th Qtr. 2022 on December 19, 2022; and

WHEREAS, 4th Qtr. property tax has already been paid; and

WHEREAS, an overpayment is now on 2022 4th Qtr. and Michael Fiorentino is due a refund.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey at their regular meeting held on January 18, 2023 hereby authorizes the refunding of the following to Michael Fiorentino by the Tax Collector.

<u>Block</u>	<u>Lot</u>	<u>Property Owner</u>	<u>Amount</u>
10.03	5	Michael Fiorentino	\$250.00

RESOLUTION 2023-1-43
**RESOLUTION AUTHORIZING THE TRANSFER OF JUNK TITLES TO
BILL'S AUTO BODY**

WHEREAS, the Township of Mansfield offered for public auction certain vehicles identified in Resolution 2022-3-5 ; and

WHEREAS, the GovDeals site conducted the subsequent public auctions and the minimum bid threshold was not met; and

WHEREAS, NJSA 39:10A-3, allows a public agency, under certain circumstances, to apply for a junk title; and

WHEREAS, the Mansfield Township Police Department, on behalf of the Township of Mansfield, filed for and received junk titles from the New Jersey Motor Vehicle Commission for the below listed vehicles which did not sell during said auction.

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

- The Township Committee hereby transfers the following junk titles to the listed entities:

<u>Vehicle</u>	<u>VIN</u>	<u>Towing Agency</u>
1997 Toyota Camry	4T1BG22K3VU082624	Bill's Auto Body

**RESOLUTION 2023-1-44
RESOLUTION AUTHORIZING THE SALE OF SURPLUS PROPERTY**

WHEREAS, the Township Committee has found that certain motor vehicles and are no longer needed for public use by the township, and

WHEREAS, the Township Committee believes that it would be advantageous to dispose of its surplus property, and

WHEREAS, N.J.S.A. 40A:12-13 and 40A:12-13.1 permit the Township to dispose of surplus property no longer needed for public use by auction and to authorize such action by Resolution of the municipality;

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

- The following motor vehicle is hereby declared to be surplus property and no longer needed for public use:

2008 Ford CVPI	VIN: 2FAHP71V78X178623
2008 Ford CVPI	VIN: 2FAHP71V18X103156
2005 Ford CVPI	VIN: 2FAFP71W85X164807
2009 Hyundai Genesis	VIN: KMHGC46EX9U038692
2004 Chevy Impala	VIN: 2G1WF52E149316090
2000 Jeep Cherokee	VIN: 1J4FF48S8YL108277
2002 Vermeer Chipper BC1230 A	VIN: 1VRN1517021003649
Doolittle Trailer- Model 7-8218	VIN: 1DGRS18266m080820
(2) 2015 John Deere 997 Mower	MODEL #: HS14008826 HS12050151

- The Chief Of Police, Construction Official, Public Works Foreman and Township Clerk are directed to arrange for the public auction of the vehicle through GovDeals, a service used by various government agencies, allowing them to sell surplus and confiscated items via the internet.

The Township Clerk shall assure that proper public notice of the auction is made, as required by law.

**RESOLUTION 2023-1-45
RESOLUTION FOR THE TRANSFER OF FUNDS IN THE CURRENT FUND IN THE TOWNSHIP OF MANSFIELD FOR THE BUDGET YEAR 2022**

BE IT RESOLVED on this 18th day of January, 2023 by the Township Committee for the Township of Mansfield, County of Burlington, that from the surplus balance in the 2022 budget appropriations transfers be made as follows:

**CURRENT FUND: Inside the CAP to Inside the CAP / Inside the Cap to Outside the CAP
OPERATING EXPENSES AND SALARIES & WAGES**

<u>Title</u>		<u>Transfer From</u>	<u>Transfer To</u>
<u>CURRENT FUND</u>			
Municipal Clerk	SW	\$2,200.00	
Financial Administration	SW	\$8,000.00	
Revenue Administration	SW	\$2,300.00	
Revenue Administration	OE	\$4,000.00	
Tax Assessor	OE	\$1,000.00	
Liability Insurance	OE	\$2,700.00	
Workers Compensation	OE	\$3,900.00	
Group: Employee Health	OE	\$38,095.00	
Health Benefits Waiver	OE	\$4,500.00	
Other Code: Fire	SW	\$2,500.00	
Streets & Roads	SW	\$24,000.00	
Environmental	SW	\$1,000.00	
Landfill Solid Waste Costs	OE	\$10,500.00	
Administration	OE	\$19,000.00	
Buildings & Grounds	OE		\$38,400.00
Petroleum: Gasoline	OE		\$3,000.00
Interlocal: Springfield	SW		\$495.00
Interlocal: Southampton	SW		\$3,550.00
Emergency Management	OE		\$26,500.00
Police	SW		\$2,000.00
Municipal Clerk	OE		\$18,500.00
Land Use	OE		\$17,500.00
Municipal Court	OE		\$12,500.00
Street Lights: Miscellaneous	OE		
TOTALS:		\$123,695.00	\$123,695.00

A motion to approve the Consent Agenda was offered by **Deputy Mayor Siz** and seconded by **Committeeman Tallon**.

Discussion: None

Motion carried on a roll call vote recorded as follows:

AYE: SISZ, TALLON, BOYD, MOJENA Mayor Mojena Abstains from 2023-1-36 and 2023-1-37 **NAY: NONE** **ABSENT: GOLEND**

BILL LIST: Regular & Escrow

A motion to approve the bill lists was offered by **Deputy Mayor Siz** and seconded by **Committeeman Boyd**.

DISCUSSION: None

Motion carried on a roll call vote recorded as follows:

AYE: SISZ, BOYD, TALLON, MOJENA NAY: NONE ABSENT: GOLEND

MINUTES:

December 21, 2022

A motion to approve the above mentioned minutes was offered by **Deputy Mayor Siz** and seconded by **Committeeman Boyd**.

Clerk Semus addressed Solicitor Prime regarding December 12, 2022 Minutes and if Committeeman Boyd can offer a motion to approve considering he was not present at that meeting. Solicitor Prime stated no he may not.

Mayor Mojena responded that the motion needs to be re-voted.

A re-voted motion to approve the December 21, 2022 minutes was offered by **Deputy Mayor Siz** and seconded by **Committeeman Tallon**.

DISCUSSION: None

Motion carried on a roll call vote recorded as follows:

AYE: SISZ, TALLON, MOJENA NAY: NONE ABSENT: GOLEND

January 4, 2023

A motion to approve the above mentioned minutes was offered by **Deputy Mayor Siz** and seconded by **Committeeman Boyd**.

DISCUSSION: None

Motion carried on a roll call vote recorded as follows:

AYE: SISZ, BOYD, TALLON, MOJENA NAY: NONE ABSENT: GOLEND

DISCUSSION ITEMS/PUBLIC HEARINGS/PRESENTATIONS TO COMMITTEE:

There were no discussions or hearings/presentations at this time.

NEW BUSINESS:

Mayor Mojena congratulated and welcomed Sabrina Petrella as Township Director of Recreation/Special Events/Social Media and Township Police Officer's Michael Mahan and Samuel Irving on their new positions.

The Master Plan Re-Examination Advisory Board selections are in process. The chairman of the JLUB has selected members from the JLUB and the remaining members will be selected and brought for approval for our next meeting and expect they will start working immediately. This is a sub division and we expect the community, members of the committee, environmental commission and everyone to participate in this very important process. We will be conducting Town Halls in this first quarter and announcing those accordingly. Announcements will be sent out at the next meeting and Director George Senf will be doing a presentation on the state of EMS services here in Mansfield.

Committeeman Tallon made a request to add to the record and with no objection noted by Mayor Mojena the entitled Resolution for Ethics Committee was read. Solicitor Prime is asked to draw up a Resolution so this can be discussed at our next meeting. Solicitor Prime responded that he would need to be authorized by the Township Committee to proceed. Mayor Mojena stated that there needs to be a Resolution to create an Ordinance and requested more information as to what this entails considering our current code and the already existing rules and regulations for Ethical Behavior within government. Solicitor Prime is asked to discuss what he knows and recommends as to which he explained the State statute and that it allows local ethics committees. It is recognized that Chapter 17B of the Township Code specifically has a Code of Ethics and refers to the local government ethics law.

PUBLIC COMMENT:

Joseph VanMater, 26954 Mt. Pleasant Rd.- thanked Committeeman Tallon for bringing the Ethic Committee request to light and questioned the Township Code. It is asked of the Mayor and Deputy Mayor how many people reviewed and voted on the Resolution to draft a censorship for Committeeman Golenda.

Mayor Mojena responded that the Resolution speaks for itself and will not be adding anything to it at this point.

Kristianne Goodenough, 28126 Gaunts Bridge Rd.- commented on additional storm water training for our Public Works department and stated the Watershed Institute has partnered with the Chesapeake Bay Landscape Professionals and they do have a Green Infrastructure Certification geared specifically to NJ.

Clerk Semus responded that our Foreman is taking a course that was cancelled due to Covid but has since been reinstated and will that he will be taking the course either tomorrow, January 19th or the following Thursday, January 26th, she wasn't too sure which of the two dates it was, but that he is on the schedule for the class.

ADJOURNMENT:

A motion to adjourn was offered by **Deputy Mayor Siz** and seconded by **Committeeman Boyd**. All ayes. Motion carried unanimously.

PREPARED BY:

RESPECTFULLY SUBMITTED BY:

CANDIS MELIN
Administrative Assistant

LINDA SEMUS, RMC, CMR
Municipal Clerk