

**MANSFIELD TOWNSHIP
BURLINGTON COUNTY
REGULAR MEETING MINUTES
February 1, 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/BOARD REPORTS:

Mayor Mojena mentioned that reports from Department heads will be given during the second meeting of each month, unless there is something of importance to share.

ORDINANCE: (FIRST READING/INTRODUCTION)

ORDINANCE 2023-1

CALENDAR YEAR 2023

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO
ESTABLISH A CAP BANK
(N.J.S.A. 40A:4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Mayor and members of Township Committee of the Township of Mansfield in the County of Burlington finds it advisable and necessary to increase its CY 2023

budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Mayor and members of Township Committee hereby determines that a 1.0% increase in the budget for said year, amounting to \$70,742.15 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Mayor and members of Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to the final appropriation in either of the next two succeeding years;

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and members of Township Committee of the Township of Mansfield, in the County of Burlington, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2023 budget year, the final appropriations of the Township of Mansfield shall, in accordance with this ordinance and N.J.S.A. 40A:4-45.14, be increased by 3.5%, amounting to \$247,597.53, and that the CY 2023 municipal budget for the Township of Mansfield be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

A motion to introduce the above Ordinance was offered by **Deputy Mayor Sisz** and seconded by **Committeeman Tallon**. Motion carried on a roll call vote recorded as follows:

AYE: Sisz, Tallon, Boyd, Mojena

NAY: None ABSENT: Golenda

ORDINANCE 2023-2

AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF BURLINGTON, STATE OF NEW JERSEY AMENDING THE CODE OF THE TOWNSHIP CHAPTER 42 – “SALARIES”

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

SECTION 1:

Chapter 42 of the Code of the Township of Mansfield is hereby amended to set Titles and Salary Ranges for various positions within the Township of Mansfield for the year January 1, 2023 through December 31, 2023:

TOWNSHIP COMMITTEE:

Mayor	\$ 3,000.00 - \$ 7,350.00
Township Committee Members	\$ 3,000.00 - \$ 6,825.00

MUNICIPAL CLERK/ADMINISTRATOR OFFICE:

Municipal Clerk (Certified)	\$ 40,000.00 - \$ 84,000.00
Deputy Clerk	\$ 37,500.00 - \$ 57,750.00
Deputy Clerk (hourly)	\$ 15.00 - \$ 31.50
Township Office Assistant (salaried)	\$ 35,000.00 - \$ 50,000.00
Township Administrator (full-time)	\$ 80,000.00- 133,000.00
Administrative Liaison To Township Committee	\$ 5,000.00 - \$ 10,500.00
Director of Community Engagement	\$ 50,000.00 - \$65,000.00

FINANCE:

Chief Financial Officer (part-time)	\$30,000.00 - \$ 55,000.00
Chief Financial Officer (full-time)	\$30,000.00- \$ 93,000.00
Deputy Treasurer/Payroll Benefits Coordinator	\$ 45,000.00 - \$ 70,000.00
Purchasing Assistant	\$ 7,000.00 - \$ 15,000.00
Tax Collector	\$ 30,000.00 - \$ 62,500.00
Assistant Tax Collector (hourly)	\$ 15.00 - \$ 31.50
Tax Assessor (full-time)	\$ 30,000.00 - \$ 57,000.00
Tax Assessor (part-time)	\$ 15,000.00 - \$ 42,000.00
Administrative Assist. To Tax Assessor	\$ 7,000.00 - \$15,000.00
Qualified Purchasing Agent	\$ 15,000.00 \$23,000.00

CONSTRUCTION:

Construction Official	\$ 20,000.00 - \$ 53,000.00
Sub-Code Official: (Bldg., Elec., Fire, Plum.)	\$ 12,000.00 - \$ 90,000.00
Inspectors: (Bldg., Elec., Fire, Plum.) (hourly)	\$ 25.00 - \$ 50.00
Construction Manager	\$ 25,000.00 - \$ 50,000.00
Technical Asst. to Construction Official (salaried)	\$ 16,000.00 - \$57,000.00
Construction Office Assistant (part-time/hourly)	\$ 15.00 - \$ 31.50

UNIFORM FIRE CODE:

Fire Official (Unif. Fire Code) P/T	\$ 10,000.00 - \$ 20,000.00
Fire Prevention Inspectors P/T (hourly)	\$ 10.50 - \$ 27.00

PROPERTY MAINTENANCE/ZONING OFFICIAL

Part-Time Zoning Admin Officer/Official	\$ 3,000.00 - \$13,750.00
Property Maintenance Officer P/T	\$1,000.00 - \$11,000.00

LAND USE OFFICE:

Land Use Coordinator	\$ 8,900.00 - \$ 42,000.00
Land Use Secretary	\$15,000.00 - \$ 26,250.00

PUBLIC WORKS:

Township Superintendent (salaried)	\$15,000.00 - \$20,000.00
Public Works Foreman (salaried)	\$65,000.00 - \$95,000.00
Public Works Assistant Foreman (salaried)	\$50,000.00 - \$68,000.00
Public Works’ Laborer (non-union)	\$22.00 - \$35.00
Public Works’ Seasonal (hourly non-union)	\$15.00 - \$ 17.00
Administrative Assistant to Public Works Supervisor And Township Superintendent	\$4,000.00 - \$15,000.00
Public Works’ Laborer (hourly) (<i>salary based on current bargaining unit contract</i>)	\$ 22.00 - \$ 35.00

RECREATION:

Recreation Coordinator And Secretary \$ 5,000.00 - \$15,000.00

HEALTH/ENVIRONMENTAL REALTED OFFICES:

Board of Health Secretary \$ 1,200.00 - \$ 2,625.00
Recycling Coordinator \$ 1,200.00 - \$ 2,100.00
Rabies Clinic Personnel (a day) \$ 60.00 - \$ 80.00
Environmental Commission Secretary \$ 1,200.00 - \$ 2,100.00
Clean Communities Coordinator (5% of grant award)

SAFETY:

Coordinator – Emergency Management Serv. \$ 3,675.00 - \$11,500.00
Assist Coordinator – Emergency Management Serv \$1,000 - \$3,675.00

EMS:

Emergency Medical Services Administrator \$ 70,000.00 - \$ 110,000.00

POLICE DEPARTMENT:

Chief of Police \$ 87,000.00 - \$ 140,400.00
Lieutenant \$ 80,000.00 - \$ 129,600.00
Police Officer (P/T) (hourly) \$ 15.00 - \$ 30.00
Senior Police Records Clerk (salaried) \$45,000.00 - \$65,000.00
Police Records Clerk (salaried) \$45,000.00 - \$55,000.00
Court Security Guard (hourly) \$ 15.00 - \$ 26.25

Police Officer (*salary based on current bargaining unit contract*)

MUNICIPAL COURT:

Municipal Judge \$ 15,000.00 - \$ 47,250.00
Municipal Judge Stipend for Springfield Twp. \$ 13,500.00
Municipal Judge Stipend for Southampton Twp. \$ 10,000.00
Court Administrator \$ 25,000.00 - \$ 63,000.00
Court Administrator Stipend for Springfield Twp. \$ 6,000.00
Court Administrator Stipend for Southampton Twp \$ 6,000.00
Court Administrator On-Call Stipend \$ 2,179.00
Deputy Court Administrator (salaried) \$ 45,000.00 - \$ 63,000.00
Dep Court Administrator Stipend Springfield Twp \$ 4,000.00
Dep Court Administrator Stipend Southampton \$ 4,000.00
Deputy Court Administrator On-Call Stipend \$ 2,179.00
Violations Clerk (salaried) \$40,000.00 - \$50,000.00
Violations Clerk Stipend Springfield Twp \$ 2,000.00
Violations Clerk Stipend Southampton Twp \$ 2,000.00
Data Entry Clerk \$ 15.00 - \$ 20.00

SECTION 2:

The aforementioned Salaries and Position Titles are effective January 1, 2023 through December 31, 2023. The Township Committee reserves the right to pay a Salary to any new employee at any figure within the Salary Range, not necessarily the highest figure of said Salary Range.

The adoption of this Ordinance shall operate to provide increments only to those employees who have performed satisfactorily the duties of their positions.

This Ordinance shall take effect immediately after final passage according to law.

SECTION 3:

The Mansfield Township Committee hereby repeals all prior Salary Ordinances and declares that all Ordinances and parts of Ordinance inconsistent with this Ordinance are hereby repealed to the extent of said inconsistency.

REPEALER, SEVERABILITY AND EFFECTIVE DATE.

- A. **Repealer.** Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.
- B. **Severability.** In the event that any clause, section, paragraph or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason, then the Township Committee hereby declares its intent that the balance of the Ordinance not affected by said invalidity shall remain in full force and effect to the extent that it allows the Township to meet the goals of the Ordinance.
- C. **Effective Date.** This Ordinance shall take effect upon proper passage in accordance with the law.

A motion to introduce the above was offered by **Committeeman Boyd** and seconded by **Deputy Mayor Sisz**. Motion carried on a roll call vote recorded as follows:

AYE: Boyd, Sisz, Tallon, Mojena
NAY: None ABSENT: Golenda

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 2023-2-1
RESOLUTION TO AMEND 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 February 1, 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	78,000.00
WCOMP: Workers Compensation	75,000.00
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
ENVIRONMENTAL HEALTH: Misc	500.00
TOTAL	\$1,851,500.00

Utility Fund

Operating Expenses \$ 11,000.00

RESOLUTION 2023-2-2

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 1st day of February, 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>			
Streets & Roads	OE	\$1,100.00	
Petroleum Products: Gasoline	OE	\$3,900.00	
PLAN: Other Professionals	OE		\$5,000.00
TOTALS:		\$5,000.00	\$5,000.00

RESOLUTION 2023-2-3

RESOLUTION AWARDING A CONTRACT TO PIONEER POLE BUILDINGS, INC. FOR THE PURCHASE AND INSTALLATION OF A POLE BARN TO BE UTILIZED BY THE MANSFIELD TOWNSHIP POLICE DEPARTMENT

WHEREAS, the Township of Mansfield, Burlington County, desires to purchase for installation one 16'W x 20'L x 10'4"H Pole Barn from Pioneer Pole Buildings, Inc.; and

WHEREAS, Pioneer Pole Buildings, Inc. has submitted a proposal dated January 25th, 2023 indicating they will provide for installation one Pole Barn for the proposed amount of \$15,310.00; 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 and installation of one 16'W x 20"L x 10'4"H Pole Barn in accordance with the specifications described in the proposal, by and

between Mansfield Township, Burlington County and Pioneer Pole Buildings, Inc. is hereby approved and authorized.

2. Funds for this purchase have been authorized against Capital Ordinance 2022-10, as approved by the Township Committee at the Regular Meeting that was held on August 17th, 2022, in the amount of \$3,382,774.00

BE IT FURTHER RESOLVED that the Mayor and Township Clerk, as necessary, are hereby authorized to execute said contract with Pioneer Pole Buildings, Inc.; and

RESOLUTION 2022-2-4-

RESOLUTION AUTHORIZING PARTICIPATION IN AN ELECTRONIC TAX SALE THROUGH REAL AUCTION.COM

WHEREAS, N.J.S.A. 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, Mansfield Township authorizes Real Auction.com to be the vendor to conduct the electronic tax sale; and

WHEREAS, the term of the agreement shall be for one (1) year, commencing January 19, 2023 and expiring on January 19, 2024; and

WHEREAS, in consideration of the services provided by Real Auction.com shall be paid \$15 per property listed on the initial Tax Sale listing; and

WHEREAS, Mansfield Township wishes to participate in an electronic tax sale, which is scheduled for Thursday, July 13, 2023.

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 2023-2-5

RESOLUTION FOR AMENDMENTS/CORRECTIONS TO RESOLUTION 2023-1-6, "APPOINTMENT OF MUNICIPAL POSITIONS/BOARDS/EMPLOYEES"

BE IT HEREBY RESOLVED that the following individuals were recommended to the Mansfield Township Committee as members to various boards and committees for the year 2023; and

WHEREAS, Resolution 2023-1-6, which was adopted by the Mansfield Township Committee at their Reorganization Meeting of January 4, 2023, be and is hereby amended as follows:

Addition to the Mansfield Township Fire Police:

Paul R. Bleasdale

Frank J. Doyle

Removal from the Mansfield Township Fire Police:

Rivelino M. Pierre

Denise S. Kehn

Addition to the Mansfield Township Special Events Committee:

Herbert DuBell Jr.

TOWNSHIP OF MANSFIELD BURLINGTON COUNTY RESOLUTION 2023-2-6

RESOLUTION APPOINTING MEMBERS OF THE MASTER PLAN UPDATE STEERING COMMITTEE

WHEREAS, N.J.S.A. 40:55D-89 provides that the governing body of a municipality may provide for a periodic reexamination and update of its master plan and development regulations by the municipal planning board; and

WHEREAS, by adoption of Resolution 2022-7-10, the Township Committee authorized and directed the Planning Board to conduct a reexamination and update of the Township's Master Plan; and

WHEREAS, by adoption of Ordinance 2022-11, the Township Committee provided for the funding of said Master Plan reexamination and update; and

WHEREAS, by adoption of Resolution 2022-12-15, the Township Committee authorized the creation of a Master Plan Update Steering Committee and provided for the appointment of the members of the Committee.

NOW, THEREFORE, BE IT RESOLVED, that said Master Plan Update and Reexamination Steering Committee shall consist of the following members:

Mayor Mojena and one member of the Township Committee, Committeeman Siz.

The Township Administrator, Michael Fitzpatrick.

The Chairperson of the Planning Board, Scott Preidel

Emergency Management Coordinator/member of Environmental Commission, Doug Borgstrom

Two other Planning Board members, appointed by the Chairperson of the Planning Board, as follows:

- 1.Ralph Wainwright
- 2.Jeffrey Grouser

Six other members of the public, who shall be residents of Mansfield Township, hereby appointed by the Mayor, as follows:

- 1.Dalpat Patel
- 2.Frederick Cain
- 3.Michael Soos
- 4.Kelly Stobie
- 5.Ramy Reddy
- 6.William Jaeger

The Mayor (or his designee) shall serve as chairperson of the Steering Committee. The Chairperson of the Planning Board shall serve as Vice-Chair.

The Mayor reserves the right to add additional members in the future as alternates or replacements in the event any of the appointees are unable to serve.

The Township Planner Ed Fox of Environmental Resolutions Inc, and the Secretary of the Planning Board, Linda Semus and Joint Land Use Coordinator, Ashley Jolly, shall be *ex-officio* non-voting members of the Steering Committee to assist the Steering Committee in the exercise of its duties, including scheduling, notices, meeting minutes and the like.

A motion to adopt the above resolutions was offered by **Deputy Mayor Sisz** and seconded by **Committeeman Tallon**. Motion carried on a roll call vote recorded as follows:

AYE: Sisz, Tallon, Boyd, Mojena
NAY: None ABSENT: Golenda

BILL LIST:

A motion to approve the bill list both regular and escrow was offered by **Deputy Mayor Sisz** and seconded by **Committeeman Boyd**. Motion carried on a roll call vote recorded as follows:

AYE: Sisz, Boyd, Tallon, Mojena
NAY: None ABSENT: Golenda

MINUTES: January 18, 2023

A motion to approve the minutes from the above shown date was offered by **Committeeman Boyd** and seconded by **Committeeman Tallon**. Motion carried on a roll call vote recorded as follows:

AYE: Boyd, Tallon, Sisz, Mojena
NAY: None ABSENT: Golenda

DISCUSSION ITEMS/PUBLIC HEARINGS/PRESENTATIONS TO COMMITTEE:

Committeeman Tallon brought up the subject of ethics committee. He had put information on an unofficial Facebook page regarding same and asked if the information could be added to the Township's official Facebook page. He would like the Committee to take a look at it as well.

Mayor Mojena mentioned that he and Mr. Fitzpatrick could work with the Director of Community Engagement to see if the information could be added to the page.

Administrator Fitzpatrick would like the full Committee to review and approve of the information prior to it being posted on Facebook.

Committeeman Tallon agreed to forward the information to the Committee and Solicitor directly to review prior to it being posted on social media.

Solicitor Prime will defer his report regarding the ethics committee until the next meeting after he reviews the information from Committeeman Tallon.

Mayor Mojena mentioned that he would like to continue with Town Hall meetings moving forward. Ms. Petrella will be coordinating those meetings with the various communities. The first one of the year has been scheduled with Homestead. These meetings provide an opportunity for residents to share their views and provide feedback on issues important to them in an informal setting.

PUBLIC COMMENT:

Colleen Herbert, 2 Millennium Drive – She welcomed Ms. Petrella as the Recreation Coordinator and the Recreation Committee looks forward to working with her. She mentioned the possibility of the Township doing a community calendar as well as some additional things she would like to see added to help the community. She stated the walking path in Mansfield Community Park, which is in need of repair. During the recreation meeting 3 Four Seasons residents attended and requested pickle ball courts. She then brought up Property Maintenance and her concern with having a part time property maintenance officer with all the current development going on in the Township.

Administrator Fitzpatrick explained that the Township has always been advised against going out looking for problems and that the Property Maintenance officer works on a complaint basis. If the committee would like to change that policy that would be their decision, however he advised of the possible difficulties involved.

Mrs. Herbert further clarified her concerns mainly are with the new warehouses and the restrictions that are put in place with the approvals. She questioned who would monitor those approvals to be sure they are being followed.

Solicitor Prime explained the Township Engineer ensures that the project is constructed in accordance with the plans. Once the C/O is granted by the Construction Code Official, it then becomes a matter of enforcement with either Code Enforcement or the Police Department. He went through the bond process under MLUL. He added that he is working on a developers agreement that the municipality can utilize like a contract, so the developer guarantees that the project will be developed in accordance to the plans and if not, legal enforcement would take place. After completion of the project, the Property Maintenance/Zoning Official and/or PD would work via complaint.

Mrs. Herbert brought up the matter of ethics and the unofficial Facebook page, not maintained by the township. She does not feel any committee member should be posting on that page. She is concerned with personal attacks that are made on said Facebook page.

Committeeman Tallon expressed concern with executive session information being disseminated to unauthorized individuals.

Mrs. Herbert asked for everyone to work together.

Carl Schwartz, 40 Fitzgerald Lane – He asked the Committee to make sure that when information is sent out on the Facebook page that it is somewhere accessible for those that do not like Facebook.

Joseph Van Mater, 26954 Mount Pleasant Road – He mentioned social media and the ethics committee. He believes that an ethics committee would be the most appropriate means to address concerns. In regards to posting on the Township Facebook page, he questioned if it would require 3 votes to post anything on the page. He feels this is excessive.

Administrator Fitzpatrick explained that he does not want to be policing the social media page. Employees do not want the responsibility of deciding what gets posted on social media.

Mr. Van Mater agreed that the committee should offer a consensus for posting things, however it seems excessive to have said consensus prior to every single post. He wanted confirmation that what he sees on the page has been agreed upon by at least 3 members of the committee.

Mayor Mojena explained that Ms. Petrella has full responsibility for all of the community outreach including social media. Three committee member votes are not needed every time she posts something.

Darla Bretz, 29 Candlelight Circle – She was happy to hear about the Town Hall meeting in Homestead. There was a letter distributed that the Mayor would be speaking at the Homestead Community meeting regarding issues with the Fire Department. She was glad to hear it was a Town Hall event, not just about the Fire Department.

Mayor Mojena stated it seemed there was a misunderstanding in communication with the manager at Homestead. The purpose of the Town Hall meeting is for people to be able to voice their concerns in a relaxed setting and have the ability to attend if they are unable to make the regular Township Committee meeting. Any topic is open for discussion during these meetings.

Maria Custy, 26 Fernwood Court – She confirmed what Ms. Bretz had said regarding the email that was sent by the President of Homestead. She stated that the email was very confusing stating that the Mayor would be discussing issues with the Fire Department.

Mayor Mojena thanked Ms. Custy and stated that Ms. Petrella would work with Homestead to make sure that the miscommunication is clarified. The Fire Department is not going anywhere.

Deputy Mayor Sisz added that the Fire Department had a good response at the High School with volunteers since a college credit was added for their volunteerism.

Joseph Van Mater, 26954 Mount Pleasant Road – He stated that when Committeeman Tallon had asked to have something added to the Facebook page there was conversation about having to have three people vote on it. He wanted to clarify that would be the process.

Mayor Mojena explained that Ms. Petrella is responsible for the webpage and social media pages. It is not the intent to get a three person vote for every post.

Solicitor Prime stated that each committee person cannot post whatever they want on the Township page. Most of the matters are routine which would not require a vote however, in this instance regarding what Committeeman Tallon wanted posted a majority vote would be required.

Some additional brief discussion took place.

Mayor Mojena further clarified that with a new person in charge of social media the township will proceed accordingly as was done in the past with posting. Thus far everything has been routine and employees need to be able to do their jobs as needed.

Tony Quinto, 27 Waverly Drive – He stated there are three Facebook pages: Mansfield Township, New Jersey; Mansfield Township Master Plan; Mansfield Township Environmental Committee. These are not Township Facebook pages and should be removed or changed as people confuse them for official Township pages. He added that he believes that Committeeman Golenda has missed 7 or 8 meetings since the beginning of October. He questioned the protocol for not attending meetings.

Solicitor Prime explained there are statutory provisions on vacancies in office that would control meeting attendance.

Mayor Mojena mentioned that Ms. Petrella and Administrator Fitzpatrick would need to look into the unofficial pages.

Carl Schwartz, 40 Fitzgerald Lane – He discussed how the Township’s page should be different than the unofficial public Facebook pages out there. He believes there is a different structure with Ms. Petrella and Mr. Fitzpatrick managing it versus having an open discussion forum. It seems time is needed to develop guidelines for social media.

Some discussion ensued regarding using Facebook to disseminate information, not to be used as a discussion forum. The Township Facebook page will be used to notify residents of information, not as an open discussion group.

Kelly Stobie, 7 Manchester Court – She mentioned the daycare on Route 206 and questioned if there was a timeline when things get approved, to fulfill the building from start to finish. It seems there has been a very long pause on that construction and she wasn’t sure if information was available as to when it would be moving forward.

Deputy Mayor Siz stated that he asks this question often to the Township Engineer. That project received re-approval to start back up. They put up silt fencing and then have not done anything since.

Mayor Mojena explained that construction projects do have a timeline and this specific project is a concern. He directed Administrator Fitzpatrick to connect with the Engineer to determine what is going on.

Solicitor Prime explained that this project has gone on for some time even after getting another approval after being graded incorrectly. They have statutory approval under the approval from the board, and they are protected up to a point. It needs to be monitored and if nothing ever gets done a legal action will need to take place against whoever the owner is at the time.

There were no further comments from the public.

Mayor Mojena mentioned the appointments of the members of the Master Plan steering committee. He recognized the individuals from the community: Mr. Dalpat Patel, Mr. Frederick Cain, Mr. Michael Soos, Ms. Kelly Stobie, Mr. Ramy Reddy and Mr. William Jaeger. He thanked everyone who offered to volunteer. There will be two more individuals added as alternates.

ADJOURNMENT:

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

PREPARED BY:

RESPECTFULLY SUBMITTED BY:

ASHLEY JOLLY, RMC, CMR
Deputy Clerk

LINDA SEMUS, RMC, CMR
Municipal Clerk