

**TOWNSHIP OF MANSFIELD  
BURLINGTON COUNTY  
REGULAR MEETING MINUTES  
February 17, 2021  
7:00 PM**

The Regular Meeting of the Mansfield Township Committee was held on the above mentioned date with the following in attendance: **Mayor Magee, Deputy Mayor Tallon, Committeeman Higgins, Committeeman Golenda, Committeeman Ocello, Solicitor Prime, Engineer Johnson, Administrator Michael Fitzpatrick, CFO Grouser Deputy Clerk Ashley Jolly and Municipal Clerk Linda Semus.**

**Clerk Semus** called the meeting to order at 7:00 PM. It was noted that this meeting is being conducted during the current National Emergency with remote participation in accordance with guidance provided by the New Jersey Division of Local Government Services, Department of Community Affairs, as set forth in the Public Notice of this meeting.

The following Opening Statement was read by **Clerk Semus** followed by the flag salute.

“Adequate Notice” has been provided for this Meeting and has been posted on the Official Bulletin Board of the Township of Mansfield, Noticed to the Trenton Time and the Burlington County Times on January 8, 2021, placed on the official website for the Township and filed with the Municipal Clerk of the Township of Mansfield, notice of which contained the date, time, place, audio conference call number and pin/participant code for telephonic access to said meeting and purpose of this meeting stating that formal action may be taken on any and all subjects involving Mansfield Township, as so noted in NJSA 10:4.-8(d), Amended 1981, by including Section 10:4-18 which addresses Regular Meetings of a Public Body, which is addressed under “Annual Notice”.

**EXECUTIVE SESSION:**

A motion to come out of executive session was offered by **Committeeman Golenda** and seconded by **Committeeman Ocello**. All ayes. Motion carried.

**ENGINEERS REPORT:**

**Engineer Johnson** explained that he had submitted a proposal for a pavement management program report, which rates the various roadways throughout the municipality as well as a proposal to perform design services for the fiscal year 2021 grant received for Mansfield Road East.

The CDBG Project was completed and satisfied with the assistance of the Clerk’s Office. That project is now closed out.

The Zoning Maps are continuing to be updated with the Township Planner.

Lastly, the development projects are moving fairly slowly because of the cold temperatures and snow.

**Mayor Magee** is aware of the proposal for the road study and he asked for a sample of what had been done in the past.

**Engineer Johnson** will provide this to the Township Committee.

**Committeeman Higgins** mentioned the proposal for the boiler that was included in the engineers report however, he had thought that there was already action on this matter.

**Committeeman Ocello** mentioned that the boiler is usable and he does not think it requires replacement. The burner however, could be upgraded.

A motion to accept the Engineer's Report was offered by **Committeeman Higgins** and seconded by **Committeeman Ocello**. All ayes. Motion carried.

**ORDINANCE:**

**Second Reading/Public Hearing/Final Adoption:**

**ORDINANCE 2021-3**

**AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF BURLINGTON, STATE OF NEW JERSEY DELETING AND REPEALING CHAPTER 48 OF THE CODE OF THE TOWNSHIP OF MANSFIELD ENTITLED "STORMWATER CONTROL" IN ITS ENTIREY AND AMENDING THE CODE OF THE TOWNSHIP OF MANSFIELD TO ADOPT AND ENACT A NEW CHAPTR 48 "STORMWATER CONTROL".**

Be it ORDAINED AND ENACTED by the Township Committee of the Township of Mansfield, County of Burlington and State of New Jersey as follows:

Section 1.

The New Jersey Department of Environmental Protection has adopted new stormwater control regulations at N.J.A.C. 7:8 effective March 2, 2021 and has required all municipalities in New Jersey to adopt ordinance(s) incorporating the new stormwater regulations.

Section 2.

The Code of the Township of Mansfield is hereby amended by deleting and repealing Chapter 48 "Stormwater Control".

Section 3.

Pursuant to N.J.S.A. 40: 55D-26(a) this Ordinance was referred to the Planning Board of Mansfield and confirmed as consistent with the Mansfield Township Master Plan by adoption of Resolution 2021-2-5 on February 22, 2021.

Section 4.

The Code of the Township of Mansfield is hereby amended by adding thereto a new Chapter 48 "Stormwater Control" to replace Chapter 48 hereinabove repealed, the provisions of said new Chapter 48 "Stormwater Control" attached hereto and expressly and specifically incorporated herein.

Section 5.

**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 and publication in accordance with law.

**Attorney Prime** explained he had advised the Committee that Land Use Law requires the Township Committee to the Planning Board any zoning, site plan, subdivision ordinance for a determination that the ordinance is consistent with the Master Plan. The statute also refers to any regulation effecting the use or development of property. The Stormwater Ordinance does affect the use and development of property in the Township since it pertains to major developments in the Township. He stated that this will need to be referred to the Planning Board. He recommended a motion to table said Ordinance and second reading/public hearing will take place during a special meeting on Monday, March 1<sup>st</sup> at 6:00PM.

A motion to move the above matter to March 1<sup>st</sup> at 6PM was offered by **Deputy Mayor Tallon** and seconded by **Committeeman Golenda**. Motion carried on a roll call vote recorded as follows:

**AYE: Tallon, Golenda, Higgins, Ocello, Magee**  
**NAY: None ABSENT: None**

**Second Reading/Public Hearing/Final Adoption:**

**ORDINANCE 2021-4**  
**AN ORDINANCE TO AMEND, BY DELETING A PORTION THEREOF, OF CHAPTER 60-20A OF THE**  
**CODE OF THE TOWNSHIP OF MANSFIELD**

**Be it enacted by the Mansfield Township Committee as follows:**

**The Code of the Township of Mansfield is hereby amended by deleting a portion thereof of Chapter 60-20A to now read as follows:**

**§60-20. Parking Prohibited on Public Roads, Streets, Right of Ways or other improved road surfaces when snow exceeds 3 inches.**

- A. No parking on any street when snow covered. Parking on any street, road, alley or other improved road surface used by motorized vehicles and maintained by the Township shall be prohibited when snowfall is in excess of three (3) inches, as measured on the municipal parking lot and posted on the Township’s official website, or that sufficient ice or slippery conditions have developed so as to create driving and walking hazards. Vehicles found to be parked on said roadways shall be ticketed.

**Said section shall now read as follows:**

**§60-20. Parking Prohibited on Public Roads, Streets, Right of Ways or other improved road surfaces when snow exceeds 3 inches.**

- A. No parking on any street when snow covered. Parking on any street, road, alley or other improved road surface used by motorized vehicles and maintained by the Township shall be prohibited when snowfall is in excess of three (3) inches, or that sufficient ice or slippery conditions have developed so as to create driving and walking hazards. Vehicles found to be parked on said roadways shall be ticketed.

**REPEALER, SEVERABILITY AND EFFECTIVE DATE.**

- A. **Repealer.** Any and all Ordinance 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.

**Clerk Semus** explained that in regards to snow removal there was a sentence that was removed from the original snow removal ordinance. The above will set the wording for new codification of same. Specifically the words “as measured on the municipal parking lot” will be removed. Residents should be able to measure the snow and when its 3 inches they will need to make sure their cars are off the roadways.

A motion to adopt Ordinance 2021-4 was offered by **Committeeman Higgins** and seconded by **Committeeman Ocello**.

**Public Hearing:**

There were no comments from the public.

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

**AYE: Higgins, Ocello, Golenda, Tallon, Magee**  
**NAY: None ABSENT: None**

**First Reading/Introduction:**

**ORDINANCE 2021-5**

**AN ORDINANCE AMENDING THE MANSFIELD TOWNSHIP CODE TO DELETE AND REPEAL ORDINANCE 2020-14 WHICH CREATED A NEW CHAPTER 17A OF THE MANSFIELD TOWNSHIP CODE ENTITLED “ENVIRONMENTAL CITIZENS ADVISORY COMMITTEE” AND TO REPLACE SAID CHAPTER AND ADOPT A NEW CHAPTER 17A CREATING AN “ENVIRONMENTAL COMMISSION” PURSUANT TO N.J.S. 40:56A-1 *et. seq.***

**WHEREAS**, pursuant to the New Jersey Municipal Land Use Law, N.J.S.A. 40:5D-27 Ordinance, the Township Committee of Mansfield Township adopted Ordinance 2020-14, eliminating the Environmental Commission and creating and establishing an amended Mansfield Township Code Chapter 17A, Environmental Citizens Advisory Committee to assist and collaborate with the Planning Board in its duties; and

**WHEREAS**, the Mansfield Township Committee has determined that it is in the overall best interests of the Township and its residents to eliminate the Environmental Citizens Advisory Committee and to re-establish the

Mansfield Township Environmental Commission pursuant to N.J.S. 40: 56A-1 *et. seq.* to provide an appropriate and necessary method for citizen participation in the planning board process, including environmental matters.

**NOW THEREFORE BE IT ORDAINED** by the Township Committee of the Township of Mansfield, in the County of Burlington and State of New Jersey that Ordinance 2020-14 is hereby repealed and deleted in its entirety and a new Chapter 17A of the Mansfield Township Code entitled and creating an "Environmental Commission" is hereby adopted as follows:

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***§ 17A-1 Creation; purpose.***

A commission for the protection, development or use of natural resources, including water resources, located within the territorial limits of the Township of Mansfield, County of Burlington, State of New Jersey, is hereby established, said Commission to be known as the "Mansfield Township Environmental Commission," pursuant to the provisions of N.J.S.A. 40:56A-1 et seq. (P.L. 1968, c. 245), as amended and supplemented.

***§ 17A-2 Membership; compensation.***

- A. The Mansfield Township Environmental Commission, herein established, shall be composed of seven members appointed by the Mayor of the Township, one of whom shall be a member of the Mansfield Township Planning Board and all of whom shall be residents of the Township.
- B. No member shall be permitted to act on any matter in which he or she has, either directly or indirectly, any personal or financial interest
- C. Members of the Commission shall serve without compensation, except as hereinafter provided.

***§ 17A-3 Terms of office.***

Terms of office of the first Commissioners shall be for one, two or three years, to be designated by the Mayor in making his or her appointments, so that the terms of approximately 1/3 of the regular members will expire each year, and their successors shall be appointed for terms of three years and until the appointment and qualification of their successors.

***§ 17A-4 Chairman.***

One member of the Mansfield Township Environmental Commission shall serve as Chairman and presiding officer of the Commission. The Chairman shall be elected yearly by a majority vote of the members of the Commission.

***§ 17A-5 Removal of members.***

The Mayor or Township Committee may remove any regular member of the Mansfield Township Environmental Commission for cause on written charges being served upon the member and after a hearing thereon upon 10 days written notice of the date and place set for said hearing, at which the member shall be entitled to be heard in person or by counsel.

***§ 17A-6 Vacancies.***

Vacancies occurring on the Mansfield Township Environmental Commission, occurring otherwise than by expiration of a term, shall be filled for the unexpired term in the same manner as an original appointment.

***§ 17A-7 Powers granted by statute.***

The Mansfield Township Environmental Commission, pursuant to N.J.S.A. 40:56A-2, shall have the power to conduct research into the use and possible use of the open land areas of the Township; may coordinate the activities of unofficial bodies organized for similar purposes; and may advertise, prepare, print and distribute books, maps, charts, plans and pamphlets, which in its judgment it deems necessary for its purposes.

***§ 17A-8 Index of open areas.***

The Mansfield Township Environmental Commission shall keep an index of all open areas, publicly or privately owned, including open marshlands, swamps and other wetlands, in order to obtain information on the proper use of such areas and may from time to time recommend to the Planning Board of Mansfield Township plans and programs for inclusion in a Municipal Master Plan and the development and use of such areas. The Mansfield Township Environmental Commission shall keep, maintain and periodically update the Mansfield Township Environmental Resource Inventory (2007).

***§ 17A-9 Referrals to Commission; recommendations.***

A. Pursuant to N.J.S. 40:55-27(b), the Planning Board of Mansfield Township sitting as a Joint Land Use Board shall provide a complete copy of all applications for development (as defined in N.J.S. 40:55D-3) submitted to said Board, including all plans and reports submitted, to the Mansfield Township Environmental Commission for the issuance of a written report with its recommendations as to the development and use of the area within said development and for its opinion on the effect of said development on the surrounding area based upon the studies made by the Mansfield Township Environmental Commission, including the Township's Environmental Resource Inventory. The recommendations and the opinion on the effect of the development by the Mansfield Township Environmental Commission shall not be binding on any decision on the application by the Board. The recommendations and opinion by the Mansfield Environmental Commission shall be in writing and shall include, but not be limited to, the consideration, evaluation and impact of the development on the following:

- (1) Wetlands, floodplains, flood hazards and known flood area, marshes and public access to the waterways.
- (2) Identification of scenic, historic, park and recreation sites.
- (3) Air and water pollution.
- (4) Natural screening, trees and tree placement and replacement.
- (5) Soil erosion.
- (6) Location of utilities and highways.

B. Provided that the complete copy of the application for development submitted to the Planning Board, including all plans and reports, is provided to the Mansfield Township Environmental Commission no later than thirty (30) days prior to the public hearing on the application, the Mansfield Township Environmental Commission shall issue its report on the development to the Planning Board of Mansfield Township not later than thirty (30) days following the referral. The failure of the Mansfield Township Environmental Commission to act within the allotted time or an extension mutually agreed upon extension with the applicant shall be deemed to be a favorable recommendation of the development and the proposed use of the area within the development with no opinion on the effect of the development on the surrounding area. However, if the complete copy of the application for development submitted to the Planning Board, including all plans and reports, is not provided to the Mansfield Township Environmental Commission at least thirty (30) days prior to the public hearing on the application, the public hearing cannot be heard by the Planning Board until the Mansfield Township Environmental Commission has at least thirty (30) days to issue its report.

***§ 17A-10 Right to acquire property.***

The Mansfield Township Environmental Commission may, subject to the approval of the Township Committee, acquire property, both real and personal, in the name of the Township of Mansfield by gift, purchase, grant, bequest, devise or lease for any of its purposes and shall administer the same for such purposes subject to the terms of the conveyance or gift. In acquiring any such property, the Mansfield Township Environmental Commission may acquire the fee or any lesser interest, development right, easement (including conservation easement), covenant or other contractual right (including a conveyance on conditions or with limitations or reservations) as may be necessary to acquire, maintain, improve, protect, limit the future use of or otherwise conserve and properly utilize open spaces and other land and water areas in the Township.

***§ 17A-11 Records; annual report.***

The Mansfield Township Environmental Commission shall keep records of its meetings and activities and shall make an annual report to the Township Committee of the Township of Mansfield.

***§ 17A-12 Appropriation of funds; employees; grants.***

The Township Committee of the Township of Mansfield may appropriate funds for the expenses incurred by the Mansfield Township Environmental Commission. The Mansfield Township Environmental Commission may appoint such clerk and other employee as it may from time to time require and as shall be within the limits of the funds appropriated to it. The Mansfield Township Environmental Commission may, with the approval of the Township Committee, seek and make application for grants to assist it in the performance of its duties.

***§ 17A-13 Checklists.***

Chapter 27 of the Mansfield Township Code "Land Use Procedures", Checklist A "General Checklist", Checklist B "Site Plan Checklist", Checklist C, "Major Subdivision Checklist", Checklist D, "Minor Subdivision Checklist" and Checklist E, formerly known as "Land Development Checklist for Applications to Zoning Board of Adjustment" and

hereby amended to be Checklist E “Checklist for Variance Applications” is and are hereby amended to include and require copies of the complete application, including all plans and reports, to be submitted to the Mansfield Township Environmental Commission. To the extent required, all provisions in the Code of Mansfield Township involving and/or requiring review of applications for development by the Planning Board of Mansfield Township sitting as a Joint Land Use Board, including Chapter 44A “Site Plan Review”, Chapter 50, “Subdivision of Land” and Chapter 60 “Zoning” are hereby amended to provide that the Board shall consider the written report containing the comments and recommendations of the Mansfield Township Environmental Commission in the review and decision on said applications for development

***REPEALER, SEVERABILITY AND EFFECTIVE DATE***

- A. Any and all Ordinances and provisions thereof inconsistent with the provisions of this Ordinance shall be and are hereby repealed to the extent of such inconsistency
- B. If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause or provision and the remainder of this ordinance shall be deemed valid and effective.
- C. This Ordinance shall take effect immediately upon final passage and publication according to law.

**Committeeman Higgins** questioned amending some minor issues during the public hearing.

**Attorney Prime** explained that the Ordinance can be amended during public hearing as long as the overall effect of the Ordinance does not change.

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

**AYE: Tallon, Magee, Golenda, Higgins, Ocello**  
**NAY: None ABSENT: None**

**First Reading/Introduction:**

**ORDINANCE 2021-6**

**AN ORDINANCE TO AMEND, BY DELETING AND REPLACING A PORTION THEREOF, OF CHAPTER 14 OF THE CODE OF THE TOWNSHIP OF MANSFIELD ENTITLED “CONSTRUCTION CODES, UNIFORM” TO CLARIFY FEES**

Be it enacted by the Mansfield Township Committee as follows:

**The Code of the Township of Mansfield is hereby amended to provide for more reasonable fees for mechanical inspections as per New Jersey Department of Community Affairs recommended guidelines by deleting a portion thereof of Chapter 14 which currently reads as follows:**

**§14-3. Fees.**

**B. Schedule B: Plumbing Fees**

(12) Mechanical fees shall be as follows: The fee shall be \$85 for each fuel-oil, steam boiler, hot-water boiler, hot-air furnace, oil tank and LPG tank. The fee shall be \$25 for each gas piping.

**Said section shall now read as follows:**

**§14.3 Fees.**

**B. Schedule B: Plumbing Fees**

(12) Mechanical fees: The fee for a mechanical inspection in a use group R-3 or R-5 structure by a mechanical inspector shall be \$85 for the first

device and \$25 for each additional device. No separate fee shall be charged for gas, fuel, oil, or water piping connections associated with the mechanical equipment inspected.

**REPEALER, SEVERABILITY AND EFFECTIVE DATE.**

- A. **Repealer.** Any and all Ordinance 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 Ordinance was offered by **Committeeman Ocello** and seconded by **Committeeman Higgins**.

AYE: Ocello, Higgins, Golenda, Tallon, Magee  
NAY: None    ABSENT: None

**CONSENT AGENDA:**

**Note: Consent Agenda Items are considered to be routine and expenditures are supported by a certification of availability of funds. Any items requiring discussion will be removed from the Consent Agenda.**

**RESOLUTION 2021-2-7**

**RESOLUTION TO AMEND RESOLUTION 2021-1-24  
“RESOLUTION OF THE TOWNSHIP OF MANSFIELD,  
COUNTY OF BURLINGTON, NEW JERSEY, SETTING  
THE 2021 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 2021 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 2020 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 7, 2021 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**

<b><u>Department</u></b>	<b><u>Amount</u></b>
A&E: Salary and Wages	28,750.00
A&E: Miscellaneous	5,000.00
M&C: Salary & Wage	8,500.00



CLERK: Salary & Wage	31,250.00
CLERK: Miscellaneous	21,000.00
FIN: Salary & Wage	42,000.00
FIN: Miscellaneous	8,500.00
AUDIT: Miscellaneous	5,000.00
TAX C: Salary & Wage	18,500.00
TAX C: Miscellaneous	7,500.00
TAX A: Salary & Wage	10,000.00
TAX A: Miscellaneous	5,000.00
LEGAL: Miscellaneous	30,000.00
ENG: Miscellaneous	25,000.00
PLAN: Miscellaneous	4,000.00
LAND USE: Salary & Wage	8,500.00
LAND USE: Miscellaneous	950.00
OCE: PM: Salary & Wage	2,000.00
OCE: PM: Miscellaneous	100.00
ZONING OFFICER: Salary & Wage	2,075.00
ZONING OFFICER: Miscellaneous	1,000.00
LIABINS: Liability Insurance	30,000.00
WCOMP: Workers Compensation	60,000.00
EMPLOYER GROUP Health Insurance	160,000.00
POLICE: Salary & Wages	175,000.00
POLICE: Miscellaneous	18,000.00
EMGMT: Salary & Wage	1,250.00
EMGMT: Miscellaneous	1,900.00
AID TO FIRE COMPANIES: Miscellaneous	20,000.00
AID TO AMBULANCE: Miscellaneous	23,350.00
EMS: Salary & Wage	17,500.00
EMS: Miscellaneous	1,500.00
OCE: FIRE: Salary & Wage	9,500.00
OCE: FIRE: Miscellaneous	3,500.00
PROS: Other Professional	7,000.00
ROAD: Salary & Wage	48,000.00
ROAD: Miscellaneous	85,000.00
SWASTE: Miscellaneous	56,000.00
RECYCLING: Salary & Wage	2,350.00
B&G: Miscellaneous	24,250.00
VMaint: Miscellaneous	15,000.00
COMMUNITY SERVICES: Miscellaneous	19,000.00
PHEALTH: Salary & Wage	400.00
PHEALTH: Miscellaneous	700.00
ANIMAL: Miscellaneous	950.00
RECREATION: Salary & Wage	3,000.00

RECREATION: Miscellaneous	6,000.00
PARKS: Miscellaneous	16,500.00
CPEVNT: Miscellaneous	750.00
ELEC: Miscellaneous	25,000.00
SLIGHT: Miscellaneous	33,000.00
TELE: Miscellaneous	12,000.00
WATER: Miscellaneous	15,000.00
PETRO: Gasoline	7,500.00
LANDFILL: Miscellaneous	40,000.00
FICA: Employer Liability	50,000.00
DCRP: Miscellaneous	2,000.00
COURT: Salary & Wage	50,000.00
COURT: Miscellaneous	7,500.00
INTERLOCAL: SW Springfield Court	8,175.00
INTERLOCAL: SW Southampton Court	12,500.00
INTERLOCAL: Miscellaneous	2,500.00
PUBD: Other Professional	2,500.00
CAPITAL IMPROVEMENT FUND	10,000.00
RECYCLING: Miscellaneous	10.00
<b>TOTAL</b>	<b>\$ 1,348,710.00</b>
<b><u>Utility Fund</u></b>	
Operating Expenses	\$ 15,000.00

**RESOLUTION 2021-2-8  
RESOLUTION FOR THE TRANSFER OF FUNDS IN THE CURRENT FUND IN THE TOWNSHIP OF  
MANSFIELD FOR THE BUDGET YEAR 2020**

**BE IT RESOLVED** on this 17<sup>th</sup> day of February, 2021 by the Township Committee for the Township of Mansfield, County of Burlington, that from the surplus balance in the 2020 budget appropriations transfers be made as follows:

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

<u>Title</u>		<u>Transfer From</u>	<u>Transfer To</u>
<b><u>CURRENT FUND</u></b>			
Administration	OE	1,364.38	
Municipal Clerk	OE		1,119.08
Finance	OE		245.30
<b>TOTALS:</b>		<b>\$1,364.38</b>	<b>\$1,364.38</b>

**RESOLUTION 2021-2-9**

**RESOLUTION AUTHORIZING AN EXCHANGE OF CONSTRUCTION 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, Subcode 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 Florence, Township of Bordentown, Township of Springfield, Pemberton Township and Township of North Hanover to exchange the services of their Construction Officials, Subcode Officials and Inspectors as needed to comply with NJAC 5:23-4.5(j);

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

Section 1. The Mansfield Township Committee hereby authorizes the addition of Bordentown Township for the exchange of Construction Code Services with the Township of Florence, Township of Bordentown, Township of Springfield, Pemberton Township and Township of North Hanover as outlined above.

Section 2. The Mayor, Clerk and other appropriate Township Officials are hereby authorized to execute the documents necessary to have the work performed in connection with the services outlined above.

**RESOLUTION 2021-2-10**

**RESOLUTION APPOINTING CONTACT PERSON FOR THE EMPLOYMENT PRACTICES LIABILITY  
ATTORNEY CONSULTATION SERVICE-  
BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND**

**WHEREAS**, the Governing Body of the Township of Mansfield hereinafter referred to as "MUNICIPALITY" , is a member of the Burlington County Municipal Joint Insurance Fund, hereinafter referred to as "FUND"; and

**WHEREAS**, the FUND has adopted a policy authorizing the Employment Practices Liability Attorney Consultation Service; and

**WHEREAS**, the FUND has budgeted an annual allowance for each member for EPL consulting services; and

**WHEREAS**, the FUND requires the MUNICIPALITY to designate specific managerial or supervisory individuals who will have telephone access to the EPL Hotline;

**NOW THEREFORE**, be it resolved that the governing body of the Township of Mansfield \_\_\_\_\_ does hereby appoint Linda Semus as its Contact Person.

**BE IT FURTHER RESOLVED** that the governing body does hereby appoint Bonnie Grouser as additional Contact Persons.

**RESOLUTION 2021-2-11**

**RESOLUTION AMENDING/CORRECTING RESOLUTION 2021-1-6, "APPOINTMENT OF MUNICIPAL POSITIONS/BOARDS/EMPLOYEES" TO ADD FIRE POLICE MEMBERS AND REVISE POSITIONS OF JOINT LAND USE BOARD MEMBERS DUE TO RESIGNATION**

**WHEREAS**, two individuals were recommended to the Mansfield Township Committee as members to the Mansfield Township (Franklin Fire Co. #1) Fire Police Division for the year 2021; and

**WHEREAS**, Scott Preidel has resigned, effective immediately, as a member of the Mansfield Planning Board sitting as a Joint Land Use Board requiring amendment and re-designation of the Planning Board membership

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey that Resolution 2021-1-6, which was adopted by the Mansfield Township Committee at their Reorganization Meeting of January 4, 2021, is hereby amended as follows:

1. The membership roster of the Mansfield Township (Franklin Fire Co. #1) Fire Police Division for the year 2021 be and is hereby amended to add the following members:

**Mansfield Township Fire Police:**

Tyler Kokotajlo  
Denise Kehn

2. The membership of the Mansfield Planning Board for the year 2021 be and is hereby amended to re-designate the position of certain members with the expiration dates of their appointments as follow:

**Mansfield Township Planning Board (Joint Land Use Board):**

Jeffrey Grouser- Class IV Member- term expiration 12-31-21 (unexpired term of Scott Preidel)  
Frank Pinto – Alternate #1 -- term expiration 12-31-21  
Dalpat Patel – Alternate #2 -- term expiration 12-31-21  
Carl Schwartz – Alternate #3 -- term expiration 12-31-22

**RESOLUTION 2021-2-12  
RESOLUTION PROMOTING JOSEPH CHIAPPETTA  
TO THE RANK OF SERGEANT FOR THE  
MANSFIELD TOWNSHIP POLICE DEPARTMENT**

**WHEREAS**, a vacancies exist in the rank of Sergeant within the Mansfield Township Police Department; and

**WHEREAS**, promotional process was initiated to select the most qualified individual for said position; and

**WHEREAS**, Patrolman Joseph Chiappetta had met all criteria necessary; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Mansfield, County of Burlington and State of New Jersey that Patrolman Joseph Chiappetta is hereby promoted to the rank of Sergeant:

**RESOLUTION 2021-2-13**

**RESOLUTION FOR THE REFUND OF TAX OVERPAYMENTS FROM REVISED ASSESSMENT**

**WHEREAS**, Property Taxes for Preliminary Taxes (1<sup>st</sup> & 2<sup>nd</sup> Qtrs.) 2021 were overpaid on the properties listed below; and

**WHEREAS**, the Tax Assessor revised the assessment for Common Area on Open Space from \$100 to zero (0); and

**WHEREAS**, an overpayment was due to a payment by Homestead at Mansfield, Inc. 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 February 17, 2021 hereby authorizes the refunding of the following to Homestead at Mansfield, Inc. by the Tax Collector.

<u>Block</u>	<u>Lot</u>	<u>Property Owner</u>	<u>Amount</u>
42	7	Homestead at Mansfield, Inc.	\$1.67
42.31	10	Homestead at Mansfield, Inc.	\$1.67
42.31	76	Homestead at Mansfield, Inc.	\$1.67

**RESOLUTION 2021-2-14**

**RESOLUTION FOR THE REFUND OF TAX OVERPAYMENTS**

**WHEREAS**, Property Taxes were overpaid on the properties listed below; and

**WHEREAS**, this overpayment was due to a payment by Corelogic Tax Service., and they are requesting 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 February 17, 2021 hereby authorizes the refunding of the following to Corelogic Tax Service by the Tax Collector.

<u>Block</u>	<u>Lot</u>	<u>Property Owner</u>	<u>Amount</u>	10.02
2.49		Siddiqui, Rizwan & Shamala	\$ 655.13	
10.03	34	Kirwan, Samantha	\$2,346.31	
23.06	30	Auster, Eli & Rosalie	\$1,716.18	
42.16	14	Griglak, Loisann	\$1,057.72	
42.31	48	Goldberg, Bryan & Elizabeth	<u>\$3,103.12</u>	
		Total	\$8,878.46	

A motion to adopt all of the above Resolutions was offered by **Committeeman Golenda** and seconded by **Committeeman Ocello**. Motion carried on a roll call vote recorded as follows:

**AYE: Golenda, Ocello, Higgins, Tallon, Magee**

**NAY: None ABSENT: None**

**BILL LIST: Regular & Escrow**

A motion to approve the bill list was offered by **Deputy Mayor Tallon** and seconded by **Committeeman Golenda**.

AYE: Tallon, Golenda, Higgins, Ocello, Magee

NAY: None ABSENT: None

**MINUTES:**

**January 7, 2021, January 20, 2021 and January 27, 2021**

A motion to approve all minutes listed above was offered by **Committeeman Golenda** and seconded by **Committeeman Ocello**. All ayes. Motion carried.

**DISCUSSION/ACTION:**

**A. Recreation: Tree Removal**

Administrator Fitzpatrick explained that the Recreation Department was asking to have a tree removed; a black walnut tree right by the ball field at the Community Park. Mr. Knezick (Forrester) took a look at said tree and he found it to be a healthy walnut tree however it is dropping hundreds of nuts on the field itself. He decided to leave it up to the Township Committee to see if the tree should be removed. The Recreation Committee has stated that they are trying to mitigate a hazard for the players using the field.

**Committeeman Golenda** stated he had a conversation with Mr. Knezick as well as the PW Foreman. He discussed with the PW Foreman the maintaining of the branches and raking the walnuts. He does not like the idea of cutting down a perfectly healthy tree.

**Mayor Magee** agrees with Committeeman Golenda. Black Walnut trees are rare and therefore he is not in favor of getting rid of the tree.

**Deputy Mayor Tallon** understand the concerns of the Recreation Committee however Public Works should be able to help mitigate any safety concerns.

**Committeeman Higgins** mentioned trimming the tree back and preserving it.

**B. Request for Removal of Guardrail – Barbara Crammer**

**Clerk Semus** explained that Ms. Crammer had submitted a letter regarding the guardrail in front of her old barn. In the past the barn was in place before the road therefore once the road was constructed a guardrail had to be put in because the road was too close to the barn. Since then Ms. Crammer has removed the front half of the barn giving enough footage from the road to the barn and now meets the local zoning requirements and she is questioning to see if the township can remove the guardrail so she may have access to her property.

**Committeeman Ocello** questioned if the footage has been checked.

**Clerk Semus** explained the Mr. Pyne with Remington & Vernick stated that Ms. Crammer does comply with the local zoning regulations.

**Administrator Fitzpatrick** stated as per Mr. Pyne's letter it will cost between \$5,500 and \$6,500 to have it removed.

**Deputy Mayor Tallon** questioned if the Public Works Department could handle the removal.

**Committeeman Ocello** stated that they do not have the equipment to complete the removal.

**Mayor Magee** was unsure of doing said removal because of the cost.

**Committeeman Higgins** explained that the Township put the rail in and therefore should remove it.

**Committeeman Ocello** agrees to remove it as well.

**Administrator Fitzpatrick** stated he would check with PW to see if they have the equipment to complete the removal of the guardrail.

**PUBLIC COMMENT:**

**Tom Flannigan, 4 Seasons** – He has heard that the Township has approved hiring a Fireman who can drive the vehicles. He thanked the Committee for this and questioned the next budget meeting.

**Mayor Magee** explained that the budget will be discussed once more prior to adoption but there is no set date for a special meeting as of yet.

**Mr. Flannigan** mentioned the condition of Island Road and asked for the Committee to approve repaving it. He also brought up the parking in Four Seasons between 1:00AM and 5:00AM. He would like to know how that came about.

**Committeeman Ocello** explained that it is for security reasons however, any changes would need to be addressed with the Board at the Four Seasons community.

**Administrator Fitzpatrick** stated that in speaking with the Public Works Foreman, the PW Department can remove the guardrail with the backhoe.

**Margaret Zola, Legends Lane** – She mentioned the grant on Mansfield Road East and if that could be clarified. She was wondering if the impact of the grant would impact the connection of the two roads.

**Engineer Johnson** explained that the grant will pick up from the previous phase by Island Road, but the DOT did not provide enough funds to extend all the way up the roadway.

**Joseph VanMater, 26954 Mount Pleasant Road** – He asked for clarity on the stormwater ordinance that was tabled. He questioned if that ordinance would apply to the Mansfield Road West and Route 206 warehouse.

**Attorney Prime** explained that it would not. He stated that the ordinance becomes effective after it is adopted by the Mansfield Township Committee and notice of said adoption is published in the newspaper.

**Mayor Magee** added that the laws apply when the application is deemed complete thereby that particular application will not be subject to the March 1 regulations.

**Committeeman Golenda** stated that the Township should not be approving any new construction until the new regulation is in place.

**Attorney Prime** explained that the application is now in front of the JLUB therefore that would be their decision.

**Chad Whyte, 24491 West Main Street (Columbus Inn)** – He wanted to provide an update on the Columbus Inn. He thanked the Committee for their support. They had purchased the Columbus Inn on April 13, 2018. In general the Columbus Inn and liquor license have not been active since 2007. He gave some reasons for the delays mostly caused by the septic system issues and issues with the deed. Additionally, COVID-19 has made things more difficult from a construction standpoint and bank loan concerns. He also wanted to comment in regards to tax abatements. In fact, there were several meetings with the Township and a proposal for a tax abatement was provided.

**Committeeman Higgins** questioned the meetings and asked if a proposal was provided.

**Administrator Fitzpatrick** explained that he did say that previously that there was a meeting and a proposal for an abatement was provided.

Some additional discussions took place in regards to the abatement that was submitted and further explanation on the status of the property.

**Tony Quinto, 27 Waverly Drive** – In regards to the work discussed on Mansfield Road East, he questioned if there was discussion on putting in sidewalks in addition to the repaving. Secondly, he asked if there was any money allocated in the budget for either a reassessment or a revaluation of the property taxes for this year.

**Mayor Magee** explained that to his knowledge there was nothing added for sidewalks in terms of the grant. As far as the reassessment/revaluation, the Assessor will need to do general maintenance with the tax book to ensure it stays within a certain range.

**Attorney Prime** explained that the Assessor is concerned because he cannot raise assessments without doing a township wide revaluation, which he believes the County will order sometime soon. There is no way to determine when that will happen.

**Committeeman Golenda** added that he is involved in speaking with the organization Safe Routes to School in regards to the sidewalks and currently the talks are on hold because of the weather.



**Committeeman Higgins** questioned if the court ordered a revaluation, it would be treated as a deferred charge and would not cause a raise in the budget this year, but it will in subsequent years.

**CFO Grouser** confirmed this statement.

**Administrator Fitzpatrick** added that in regards to sidewalks there is a sidewalk fund. He questioned the amount in said fund.

**CFO Grouser** stated the account has \$117,000.

**Katherine Tallon O’Callaghan, 53 Oak Lane, New Egypt** – She is the President of the Crafts Creek Watershed Association which a majority is in Mansfield Township. She also runs the Friends of Mansfield Facebook Group. She questioned Attorney Prime in regards to the stormwater ordinance being pushed to March 1<sup>st</sup> and if that would affect the County approval on same.

**Attorney Prime** explained as long as the Township uses the state model the County approval can occur quickly.

A motion to close public comment was offered by **Deputy Mayor Tallon** and seconded by **Committeeman Golenda**. All ayes. Motion carried.

**MAYOR/COMMITTEE COMMENTS:**

**Deputy Mayor Tallon** – Thanked the community for their participation

**Committeeman Higgins** – Thanked everyone.

**Committeeman Golenda** – Thanked all the members of the Community for calling in and sharing ideas and concerns. He also congratulated Mr. Chiapetta for passing all of his requirements to become Sargent.

**Mayor Magee** – Thanked everyone and he felt it is very important that everyone participates.

**ADJOURNMENT:**

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

**PREPARED BY:**

**RESPECTFULLY SUBMITTED BY:**

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**Ashley Jolly, Deputy Clerk**

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**Linda Semus, RMC, CMR**