

## **MANSFIELD TOWNSHIP COMMITTEE MEETING**

**May 25, 2022**

This is a regular meeting of the Mansfield Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Express Times NJ Zone of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

Roll Call: Mr. Farino, Mr. Hayes, Mr. McGuinness, Mrs. Mora Dillon, Mayor Watters.

Salute to the flag was done by all.

### **PUBLIC PORTION – CONSENT AGENDA ITEMS**

Mayor Watters opened the Public Portion of the meeting for comments on the Consent Agenda Items.

Seeing none, the Public Portion for Consent Agenda Items was closed.

### **CLERK'S REPORT**

Mrs. Orlando reported:

Correspondence – Mrs. Orlando read aloud a thank you card for the bereavement flowers sent to Joe and Linda Watters.

EMS – Ordinance for Seasonal/Temporary EMTs and a resolution for Mayor to sign the Memorandum of Understanding that Mansfield Emergency Medical Services voted for the Township's temporary take over. Effective June 1<sup>st</sup> we will have paid staff on our payroll until midnight September 1<sup>st</sup>. Mrs. Orlando will be the department head to help them work independently again.

Thomas Road RR Crossing – Mrs. Orlando and Mr. Quamme attended the pre-construction meeting for repairs. Estimated date of construction is July 25<sup>th</sup> lasting approximately four (4) days. Reminders about the road closing will be posted on the website and Facebook page. Warren County Communications has been notified. Chief MacDonough came up with an alternate truck route – Port Murray to Rockport or Rt. 57 to Airport. Signs will be posted.

Ballot Drop Box – The drop box in front of the Municipal Building has been opened for mail-in ballots. Primary day is Tuesday, June 7<sup>th</sup>. Mail-In Ballots need to be requested by May 31<sup>st</sup> or can be requested in person at the County Clerk's Office by 3pm on June 6<sup>th</sup>.

### **CFO REPORT**

Mrs. Mollineaux reported:

Budget Hearing – Public comments tonight with Committee vote to adopt.

Estimated Property Tax – Resolution tonight for the issuance of estimated property taxes. Allows estimated bills for 3<sup>rd</sup> Quarter based on the amount in our Municipal Budget to keep everyone on track for tax payments. Our tax collector calculates everything. Since we are going in flat on our budget, there shouldn't be much change in our 3<sup>rd</sup> quarter; there is an estimate for the County and School. It's a good number and adjustments will be made in the 4<sup>th</sup>.

## **EMPLOYEES' REPORTS**

Mrs. Fascenelli reported:

Flea Market & Craft Fair – Mrs. Fascenelli stated the Green Team would like to plan next year's event for Saturday and Sunday, May 20<sup>th</sup> & 21<sup>st</sup>, 2023, held at the DPW. Committee agreed.

## **ENGINEER'S REPORT**

Mr. Quamme reported from the May 20, 2022 Engineer's Report:

Item #3 – Janes Chapel Road local aid project, contractor to tentatively start June 6<sup>th</sup>. Signs are up. Asphalt and fuel price costs have a provision for increase of 50% or more during duration of construction. Engineer needs to give direction to begin work due to increase potential of \$70K. We had projected considerably higher in the contract, so the potential increase could be only \$20K-23K. Won't know final cost until job is complete. The adjustment should go up to \$650K. Grant amounts combined were **\$294.20**. Mr. Quamme's recommendation to continue and tell the contractor to go ahead; Committee agreed.

Item #4 – Update with the decision to make Mt. Bethel Church a library. Mr. Quamme reviewed E&LP plans, is concerned about number of parking stalls relative to the use of the building. There are no parking criteria for libraries. Mr. Quamme calculated 150 sq. ft per parking stall of building area. Public Ordinance is 300 sq. ft per stall. Estimate the church would need 20 parking stalls, only seven (7) is required. Mr. Quamme came up with 20-23 stalls which would be a minor for storm water. Committee agreed. The design team had a quota and designed with maximum parking. E&LP wants to give another proposal to submit plan with parking changes. Mr. Quamme distributed plans he proposed which were discussed. Mrs. Mollineaux will check what's covered under the grant.

Septic – Is in the process. Suggestions made from Warren County Health Department. Provisions are being made for those changes.

Proposed Two (2) Steps – Site improvement would be the Step 2. Step 1 is remainder of internal building and septic to go out to bid. Floor plan, construction notes, and internal construction details relative to the building. Separate is E&LP's plan for septic.

Historical Aspect – Mr. Quamme stated that the work being done by Harrington now should stop because it's not within Historic compliance. Mrs. Orlando will look into it.

Library Changes – Plans will have to be altered to accommodate a library. Discussion took place.

Mt. Bethel Sub-Committee – Mrs. Orlando suggested a subcommittee of two Committee Members for more of a hands-on approach due to all the changes. Mr. Hayes and Mr.

McGuinness will go over the plans and will report.

### **BUDGET ADOPTION**

Mr. Hayes made a motion to approve the Read Budget by Title Only, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Farino, Mr. Hayes, Mr. McGuinness, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: None

Abstain: None

Mayor Watters opened the meeting on the adopted Municipal Budget for public comments; seeing none, the public comments were closed.

Adoption Vote – Mrs. Orlando read the Budget totals.

Mr. Hayes made a motion to adopt the 2022 Municipal Budget, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Farino, Mr. Hayes, Mr. McGuinness, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: None

Abstain: None

### **ORDINANCES**

#### **First Reading**

Mr. Hayes made a motion to approve the first reading of Ordinance to Ban Short-Term Rentals Within the Township, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Farino, Mr. Hayes, Mr. McGuinness, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: None

Abstain: None

#### **AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AMENDING CODE OF THE TOWNSHIP OF MANSFIELD ADDING SECTION 215 TO REGULATE SHORT TERM RENTALS.**

**WHEREAS**, the Township wishes to prohibit short term rentals of dwellings or dwelling units for a period of 60 days or less subject to certain exceptions; and

**WHEREAS**, the Township wishes to prohibit pools, dwellings and other amenities from being rented within the Township;

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Mansfield, in the County of Warren, State of New Jersey, as follows:

**SECTION 1.**

**Chapter 215. Short-Term Rentals**

**§215-1 Prohibited Conduct.**

No person shall undertake, maintain, authorize, aid, facilitate, solicit, promote and advertise any rental or activity that violates any part of this article.

**§215-2 Short Term Rental Restrictions.**

- A. Notwithstanding anything to the contrary in the Township Code, it shall be unlawful for any person, including, but not limited to, an owner, lessor, sublessor with any possessory interest in any dwelling unit, to receive compensation of any kind for the use, occupancy, or rental of any dwelling or dwelling unit for a period of 60 days or less except for the following:
  1. "Use and occupancy" arrangements between the purchaser and seller of a dwelling, whereby the purchaser of the dwelling is temporarily occupying or renting the seller's dwelling prior to closing on the purchase of the dwelling pursuant to the terms of a written contract or agreement
- B. Notwithstanding anything to the contrary in the Township Code, it shall be unlawful for any person, including, but not limited to, an owner, lessor, sublessor with any possessory interest in any dwelling unit, to receive compensation of any kind for the use, occupancy, lease or rental, for any purpose and for any period of time, of any amenity, feature, or accessory that is appurtenant to or associated with any rental facility, rental unit, dwelling (including but not limited to, a duplex, multiple, or single-family) or residential structure is prohibited. "Amenity, feature, or accessory" shall include, but is not limited to, swimming pools, pool cabanas, accessory structures, hot tubs, decks, patios, yards and the like.
- C. Notwithstanding anything to the contrary in the Township Code, it shall be unlawful for any person, including, but not limited to, an owner, lessor, sublessor with any possessory interest in any dwelling unit, to receive compensation of any kind for the use, occupancy, lease or rental, for any purpose and for any period of time, of property or portion of property for camping, glamping or recreational vehicle space.

**§215-3 Regulations; fees and charges.**

The Township Committee may promulgate regulations, which may include but are not limited to permit conditions, reporting requirements, inspection frequencies, enforcement procedures, advertising restrictions, disclosure requirements, or insurance requirements, to implement the provisions of this article. No person shall fail to comply with any such regulation.

**§215-4 Enforcement.**

The provisions of this article shall be enforced by the Township Zoning Officer, Fire Department, Police Department and any other Township official or employee so designated by the Township Clerk/Administrator who all shall be authorized to issue summons or other appropriate civil violations or complaints for any violations of the terms and provisions of this article.

**§215-5 Fines, violations and penalties.**

1. Any person who is found or adjudicated to have violated any provision of this article shall be liable for a fine not to exceed \$1,000. Each day of any such violation after receiving written notice of same shall be a new and separate violation.
2. The penalty imposed herein shall be in addition to any and all other remedies that may accrue under any other law, including, but not limited to, eviction proceedings and/or injunction, reasonable attorney's fees or other fees and costs, in the Township's Municipal Court or the Superior Court of New Jersey in the vicinage of Warren County, or in such other court or tribunal of competent jurisdiction, by either summary disposition or by zoning or construction code municipal proceeding.

**SECTION 2.** All ordinances or parts of ordinances which are inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistencies only.

**SECTION 3.** If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance.

**SECTION 4.** This Ordinance shall take effect after final passage and publication in accordance with law.

**First Reading**

Mrs. Mora Dillon made a motion to approve the first reading of an Ordinance Creating Position Within Department of Public Works with Salary and Wages, which was seconded by Mr. McGuinness.

Ayes: Mr. Farino, Mr. Hayes, Mr. McGuinness, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: None

Abstain: None

AN ORDINANCE AMENDING ORDINANCE 2020-14 OF  
THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY

**BE IT ORDAINED**, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey as follows:

**WHEREAS**, the Township Committee of the Township of Mansfield has determined that

it is in the best interest of the Township to create the position of Part Time Certified Public Works Manager to supervise the day-to-day operations of the Department of Public Works staff, and oversee the transition of the Department.

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

**Section 1**

**Appointment; Term.** The Part Time Certified Public Works Manager shall be appointed by majority vote of the governing body. He or she shall hold this office for a one-year term (with the first term ending December 31, 2022). He or she may also be removed from the position for cause as determined by the governing body.

**Duties.** The Part Time Certified Public Works Manager shall be responsible for the following duties:

1. Oversee the transition of Township of Department of Public Works.
2. Supervise the Township Department of Public Works staff in their day-to-day functions.

Ordinance 2020-14 is hereby amended by creating and adding the position of Part-time Certified Public Works Manager within the Township and establishing a salary range therefore of \$45-55/hour

This Ordinance shall take effect as required by law.

**First Reading**

Mr. Hayes made a motion to approve the first reading of Ordinance Creating Position Season/Temporary Emergency Medical Technician with Salary and Wages, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Farino, Mr. Hayes, Mr. McGuinness, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: None

Abstain: None

AN ORDINANCE AMENDING ORDINANCE 2020-14 OF  
THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY

**BE IT ORDAINED**, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey as follows:

**WHEREAS**, the Township Committee of the Township of Mansfield has determined that it is in the best interest of the Township to create the position of seasonal/temporary Emergency Medical Technicians (EMTs).

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of

Mansfield, County of Warren, State of New Jersey as follows:

Seasonal/Temporary Emergency Medical Technician

A person trained in basic life support care and validly certified in accordance with the standards for Emergency Medical Technician-Basic certification as set forth at N.J.A.C. 8:40A.

Ordinance 2020-14 is hereby amended by creating and adding the position of seasonal/temporary Emergency Medical Technician (EMT) within the Township and establishing a salary range therefore of \$17-25/hour

This Ordinance shall take effect as required by law.

**Second Reading**

Mrs. Mora Dillon made a motion to approve the first reading of Ordinance to Amend Chapter 182-3 Fees Enumerated which was seconded by Mr. McGuinness.

Mayor Watters opened the meeting for public comment; seeing none, public portion was closed.

Ayes: Mr. Farino, Mr. Hayes, Mr. McGuinness, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: None

Abstain: None

AN ORDINANCE AMENDING CHAPTER 182 OF TOWNSHIP CODE OF  
THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY

**WHEREAS**, the Township of Mansfield recognizes the importance of hiring and maintaining trained police officers; and

**WHEREAS**, the Township does not currently offer employment to applicants that have not completed a certified police training academy successfully; and

**WHEREAS**, the Chief of Police has made the recommendation to open the application process to applicants who have not yet attended a certified police training academy; and

**WHEREAS**, the application fee charged shall be seventy-five (\$75.00) to help off set the cost of academy tuition for any hired applicant;

**NOW THEREFORE IT BE ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY**, that Chapter 182 of the Township Code shall be amended to include Article XII Fee for Police Candidate Application seventy-five dollars (\$75.00) for all applicants.

**Second Reading**

Mrs. Mora Dillon made a motion to approve the first reading of Salary and Wage Ordinance for Police Officer Academy Pay and Post Academy Pay, which was seconded by Mr. Hayes.

Mayor Watters opened the meeting for public comment; seeing none, public portion was closed.

Ayes: Mr. Farino, Mr. Hayes, Mr. McGuinness, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: None

Abstain: None

AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE SALARIES AND WAGES  
FOR THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF MANSFIELD  
AND THE METHOD OF PAYMENT OF SUCH SALARIES AND WAGES

**BE IT ORDAINED**, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey as follows:

**SECTION 1**, The salaries per annum of rates of compensation of the following officers and employees of the Township of Mansfield are determined to be as follows:

Police Officer – Academy	\$40,000.00
Police Officer – Post Academy	\$46,000.00

**Second Reading**

Mr. Hayes made a motion to approve the first reading of an Ordinance to Change Name of Portion of Redwood Run, which was seconded by Mr. McGuinness.

Mayor Watters opened the meeting for public comment; seeing none, public portion was closed.

Ayes: Mr. Farino, Mr. Hayes, Mr. McGuinness, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: None

Abstain: None

AN ORDINANCE CHANGING THE NAME OF A PORTION OF REDWOOD RUN  
TO CLUBHOUSE COURT IN TOWNSHIP OF MANSFIELD, COUNTY OF WARREN

**WHEREAS**, the Township of Mansfield presently intends to change the name of a portion Redwood Run to Clubhouse Court; and

**WHEREAS**, N.J.S.A. 40:67-1(k), provides that the governing body of a municipality may make,



amend, repeal and enforce ordinances to provide for changing the names of streets within such municipality; and

**WHEREAS**, this name change shall affect the length of Redwood Run from the intersection of Thomas Knoll Boulevard easterly to the cul-de-sac; and

**WHEREAS**, the Port Murray Post Office shall be notified of such change by provision of a copy of this Ordinance; and

**WHEREAS**, the Mansfield Township Police Department, OEM, Warren County Communications, and all Township emergency services shall likewise be notified of such change by provision of a copy of this Ordinance; and

**WHEREAS**, the Township Engineer, Tax Assessor, and Tax Collector shall be notified of such a change by provision of a copy of this Ordinance;

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY** that the following street name is hereby changed as delineated below:

Section 1. The name change of Clubhouse Drive shall affect the portion of the length of Redwood Run, located as aforementioned, and depicted on Tax Map Sheet 15, Block 1501 from the intersection of Thomas Knoll Boulevard easterly to the cul-de-sac.

Section 2. This Ordinance shall take effect immediately upon final passage and publication as required by law.

### **CONSENT AGENDA**

Each of the following resolutions A, B, C, E, F, G - L were presented before the Township Committee at the May 25, 2022, meeting and have the unanimous approval of all the members of the Township Committee, with the same legal effect as though each was read in its entirety at the May 25, 2022, meeting and adopted by separate vote.

Motion by Mr. Hayes, second by Mrs. Mora Dillon.

Ayes: Mr. Farino, Mr. Hayes, Mr. McGuinness, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: None

Abstain: None

### AUTHORIZING AGREEMENT WITH PART TIME CPWM

**WHEREAS**, the Township of Mansfield has a need for a part time CPWM; and

**WHEREAS**, this agreement shall be effective June 1, 2022; and

**WHEREAS**, Warren Gabriel will provide these services not to exceed 20 (twenty) hours per week at a rate of \$50/hour; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey authorizes the Mayor and Township Clerk to enter into an agreement with Warren Gabriel for part time CPWM services.

AUTHORIZING AN AWARD OF CONTRACT TO  
DUTCHMAN CONTRACTING, LLC FOR RECREATION POLE BARN REBID

**WHEREAS**, pursuant to authorization by the Mayor and Township Committee of the Township of Mansfield, the Township received sealed competitive bids for a Recreation Pole Barn; and

**WHEREAS**, three (3) sealed bids were received and opened on April 13, 2022, in accordance with the advertised date for acceptance of bids from the following vendors:

- (1) Dutchman Contracting, LLC: bid price \$147,466.00
- (2) Clarke Moynihan Landscaping & Construction, LLC: bid price \$204,500.00
- (3) DeSapio Construction, Inc: bid price \$269,380.00

**WHEREAS**, said bids have been duly reviewed and analyzed by the Mansfield Township Attorney and Township Engineer; and

**WHEREAS**, the Local Public Contracts Law requires that competitive bidding contracts be awarded to the lowest, responsible, responsive bidder; and

**WHEREAS**, the bid received from the low bidder Dutchman Contracting, LLC in the amount of \$147,466.00, has been found to be in proper form and in compliance with the provisions of N.J.S.A. §40A:11-23.5 and the specifications as written; and

**WHEREAS**, the Chief Financial Officer has certified that sufficient funds are available for this project.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Mansfield, in the County of Warren, and State of New Jersey as follows:

1. The Township Committee hereby awards a contract to Dutchman Contracting, LLC, 278 N Ridge Rd, Reinholds, PA 17569, for the completion of the Township's Recreation Pole Barn, in accordance with the bid specifications, in the total amount of \$147,466.00.
2. The Mayor and Township Clerk are hereby authorized and directed to execute a contract with Dutchman Contracting, LLC, in accordance with its bid for the Township's Recreation Pole Barn Project.
3. The Township's Chief Financial Officer has certified the availability of funds for this contract.<sup>10</sup>
4. This resolution and contract shall be available for public inspection in the office of the Township Clerk.

Granting Paid Sick Leave for a Municipal Court Employee (Deputy Court Administrator)

**WHEREAS**, the Township Committee (“Committee”) of the Township of Mansfield (“Township”) finds and declares that Rosaura Murillo-Romero (“Employee”) is an employee of the Mansfield Township Municipal Court; and

**WHEREAS**, the Committee further finds and declares that the Employee will be out of work on paid leave as of May 25, 2022 and

**WHEREAS**, the Committee further finds and declares that the Employee has leave days accrued that could be used for salary compensation during the duration of her paid leave;

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Mansfield does hereby grant paid leave to Township Employee, Rosaura Murillo-Romero, during the period of May 25, 2022 through June 17, 2022; and

**BE IT FURTHER RESOLVED** that the Township Acting Clerk be and is hereby directed to formally notify the Public Employees’ Retirement System of said status and to cause the same to be included in the records maintained for said employee.

AUTHORIZING REFUND OF ZONING PERMIT FEE

**WHEREAS**, Augustin Freitas issued a check dated 12/29/2020 for a Zoning Permit for B 1701 Lot 4 to the Township of Mansfield, County of Warren; and

**WHEREAS**, the Township Zoning Officer has determined a permit is not required for stated work to be done;

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Finance Office be authorized to refund the amount of \$ 40.00 to Augustin Freitas.

AUTHORIZING ISSUANCE OF ESTIMATED PROPERTY TAX BILLS

**Whereas**, the Township Committee of the Township of Mansfield has introduced and adopted a municipal budget for 2022 but said budget may not be approved by the State in advance of billing the third quarter taxes that are due on August 1, 2022, within statutory guidelines; and

**Whereas**, the Township Committee of the Township of Mansfield further finds and declares that Township financial officials have determined that there could be insufficient cash flow to support operations in July and August 2022 unless third quarter revenue is received on time; and

**Whereas**, the Township Committee of the Township of Mansfield further finds and declares that Tax Collector, Joseph L. Guerin, Jr. and Chief Financial Officer, Donna M. Mollineaux, have reviewed and computed an estimated tax levy in accordance with N.J.S.A. 54:4-66.3 and are recommending authorization to issue property tax bills based upon this estimated tax levy;

**Now, Therefore, Be It Resolved** by the Township Committee of the Township of Mansfield, Warren County, NJ as follows:

1. That Mansfield Tax Collector, Joseph L. Guerin, Jr., be and is hereby authorized and directed to prepare and issue estimated tax bills for the Township of Mansfield for the third quarter of 2022, in accordance with N.J.S.A. 54:4-66.2, et seq.;
2. That the entire estimated tax levy for FY2022 be and is hereby set at \$24,566,474.21; and
3. That the Mansfield Tax Collector, Joseph L. Guerin, Jr., be and is hereby authorized to undertake any and all additional steps deemed necessary and appropriate to immediately implement the substance of this Resolution.

**Granting Workman's Compensation for Police Department Employee**

**WHEREAS**, the Township Committee of the Township of Mansfield finds and declares that Eleanor A. Russell is an employee of the Township of Mansfield; and

**WHEREAS**, the Township Committee further finds and declares that the employee is out of work on paid leave through Workman's Compensation as of June 1, 2022;

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee of the Township of Mansfield does hereby grant Workman's Compensation to Eleanor A. Russell, during the period of June 1, 2022 through July 13, 2022; and

**BE IT FURTHER RESOLVED**, that the Acting Township Clerk be and is hereby directed to give a copy of this ratified resolution to the Township's CFO for reporting to the proper agencies.

Authorizing Raffle Licenses for St. Theodore RC Church

**WHEREAS**, St. Theodore Roman Catholic Church has submitted Raffle License Applications for drawings to be held on October 1, 2022 and December 4, 2022; and

**WHEREAS**, all paperwork and payments are in order, and the identification number from the Legalized Games of Chance Control Commission is currently valid, and will be valid at the date and time of the raffles;

**NOW THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, that Raffle License RA2022-04 and Raffle License RA2022-05 are approved, and the Acting Township Clerk is authorized to sign off on the licenses and submit copies to the appropriate authorities.

APPOINTING CGP&H, LLC AS THE ADMINISTRATIVE AGENT  
FOR THE TOWNSHIP OF MANSFIELD

**WHEREAS**, under authorization of the New Jersey Fair Housing Act (N.J.S.A. 52:27D-301, et seq., the Township of Mansfield is implementing a program to provide affordable housing units to very low, low- and moderate-income households within the Township; and

**WHEREAS**, the Township's Affordable Housing Ordinance sets forth the duties of the

administrative agent pursuant to N.J.A.C. 5:80-26.14 et seq. that requires the affordability controls of affordable housing units be administered by an administrative agent acting on behalf of a municipality; and

**WHEREAS**, the Township has also created a Rehabilitation Program and wishes its Administrative Agent to administer the Rehabilitation program as well.

**WHEREAS**, the Township of Mansfield has selected CGP&H, LLC to be the administrative agent for the purposes of providing affordability control services for all affordable housing within the Township and administer its Rehabilitation Program.

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Township Council of Mansfield Township in the County of Warren, and the State of New Jersey that CGP&H, LLC is hereby appointed by the Mansfield Township Committee as the Administrative Agent for the administration of the affordability controls of the Township's housing program and administer its Rehabilitation program.

ENDORISING THE 2021 HOUSING ELEMENT AND FAIR SHARE PLAN

**WHEREAS**, the Planning Board of the Township of Mansfield, County of Warren, State of New Jersey, adopted the Housing Element of the Master Plan, as well as the Fair Share Plan, on June 21, 2021; and

**WHEREAS**, a true copy of the minutes from the Planning Board meetings including the motion to adopt the Amended Housing Element and Fair Share Plan is attached; and

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of Mansfield Township, Warren County, State of New Jersey, hereby endorses the Amended Housing Element and Fair Share Plan, as adopted by the Mansfield Township Planning Board.

**Authorizing Mayor to Sign New Agreement With Mansfield Township Fire Companies:**

**WHEREAS**, the Township Committee of the Township of Mansfield has a written agreement with the three (3) Mansfield Township Fire Companies; and

**WHEREAS**, the agreement has been expired and outdated since 2013; and

**WHEREAS**, the Township representatives have sat down and negotiated a new annual contract with all three (3) Mansfield Township Fire Companies.

**NOW THEREFORE IT BE RESOLVED**; by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, the Mayor is authorized to sign the new agreement with all three (3) Township fire companies.

Authorizing Mayor to Sign MOU with Mansfield Emergency Services

**WHEREAS**, the Township Committee of the Township of Mansfield recognizes the importance of a financially and operationally sound emergency medical service being necessary for the safety and well being of all residents in the Township of Mansfield; and

**WHEREAS**, the Township conducted an audit of the Mansfield Emergency Services (MEMS)

financial and operational health and having determined there are several issues impacting the ability of MEMS to provide consistent and reliable emergency medical services to Mansfield Township residents; and

**WHEREAS**, the Township has offered to take on all paid staff as seasonal temporary employees of the Township while helping MEMS gain better control over its finances, scheduling, and other issues that impact medical services to the Township.

**NOW THEREFORE IT BE RESOLVED**; by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, the Mayor is authorized to sign a Memorandum of Understanding (MOU) for a temporary shift in operations with Mansfield Emergency Services.

Mr. Hayes withdrew from consent agenda item D.

Mr. Farino and Mrs. Mora Dillon withdrew from consent agenda item M.

Mr. Farino and Mr. McGuinness withdrew from consent agenda item N.

Mr. Hayes made a motion to approve consent agenda item D, which was seconded by Mr. Farino.

Ayes: Mr. Farino, Mr. McGuinness, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: None

Abstain: Mr. Hayes

#### ACCEPTING DONATION FROM IRISH MEADOWS

**Whereas**; the Recreation Committee is in need of a Recreation Pole Barn for property and equipment storage; and

**Whereas**; Irish Meadows has graciously donated five hundred dollars (\$500) towards this project;

**Now therefore be it resolved**; that the Township of Mansfield acknowledges and graciously accepts the donation of five hundred dollars (\$500) from Irish Meadows.

Mr. Hayes made a motion to approve consent agenda item M, which was seconded by Mr. McGuinness.

Ayes: Mr. Hayes, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: Mr. Farino, Mrs. Mora Dillon 22-00454 only

#### Authorizing Payment of Municipal Obligations

**WHEREAS**, the Township Committee of the Township of Mansfield, County of Warren, finds and declares

that certain municipal obligations have come due and are now payable; and **WHEREAS**, the Township Committee further finds and declares that said obligations have been itemized on the annexed schedules, which are hereby deemed part of this Resolution; **NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Mansfield does hereby authorize payment of said municipal obligations, in accordance with the recommendations of the Chief Financial Officer and the Deputy Treasurer, from the following accounts and in the following amounts:

PREPAID LIST	
CURRENT	\$92809.19
CAPITAL	
TRUST	\$
DOG	\$
RECREATION	
OPEN SPACE	\$
DEV ESCROW	
UNEMPLOYMENT	\$58.16
TAX PREMIUM	
MANDATORY DEV	
OUTSIDE EMPLOY	
<b>TOTAL</b>	<b>\$92,867.35</b>

BILLS LIST	
CURRENT	\$624,313.57
CAPITAL	\$
TRUST	\$
DOG	\$
RECREATION	\$
OPEN SPACE	\$
DEV ESCROW	\$695.00
UNEMPLOYMENT	\$
TAX PREMIUM	\$
MANDATORY DEV	\$160.00
OUTSIDE EMPLOY	\$
GREEN TEAM	\$10.00
<b>TOTAL</b>	<b>\$625,018.57</b>

Mr. Hayes made a motion to accept consent agenda item N, May 11, 2022 Committee Meeting Minutes, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: None

Abstain: Mr. Farino, Mr. McGuinness

**COMMITTEE COMMENTS**

There were no Committee Comments at this time.

**PUBLIC PORTION**

Mayor Watters opened the Public Portion of the meeting for comments; seeing none, the public portion was closed.

**EXECUTIVE SESSION**

Mayor Watters announced moving into Executive Session at 8:13 pm

Mrs. Mora Dillon made a motion to go into Executive Session at 8:13 pm, which was seconded

by Mr. Hayes.

Ayes: Mr. Farino Mr. Hayes, Mr. McGuinness, Mrs. Mora Dillon, Mayor Watters

Nays: None

Absent: None

Abstain: None

Mr. Lavery stated the Executive Session discussion will include:

- Attorney/client privilege dealing with Mt. Bethel Church
- Attorney/client privilege dealing with Green Eagle
- Personnel matter dealing with police
- Personnel and contractual matter

### **RETURN FROM EXECUTIVE SESSION**

Return from Executive Session at 8:50 pm.

Mr. Hayes made a motion to return to the Regular Meeting, which was seconded by Mrs. Mora Dillon.

Roll Call: Mr. Farino, Mr. Hayes, Mr. McGuinness, Mrs. Mora Dillon, Mayor Watters

Mr. Lavery announced the return from Executive Session where they discussed:

- Attorney/client privilege dealing with Mt. Bethel Church
- Attorney/client privilege dealing with Green Eagle
- Personnel matter dealing with police
- Contractual matter dealing with shared services

No official action was taken. Copies of these minutes will be available at such time the Committee determines there is no longer a harm to the public interest.

Mrs. Mora Dillon made a motion to adjourn at 8: 52 pm, carried unanimously.

Respectfully submitted,  
Illena Raffaele  
Deputy Clerk/Registrar