

**AGENDA OF THE REGULAR MEETING OF THE TOWNSHIP COMMITTEE OF
MANSFIELD TOWNSHIP
SEPTEMBER 13, 2023
7:30 PM**

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 Daily Record & Express Times-NJ Zone of the time, date, and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

THIS IS NOT AN OFFICIAL DOCUMENT. It is listed as a courtesy and attempt to inform the public of actions being considered by the Township Committee of Mansfield Township. There may be additions or deletions prior to the Committee taking final action.

ROLL CALL:

SALUTE TO FLAG:

APPROVAL OF THE MINUTES

Executive Session- August 23, 2023
Regular Session- August 23, 2023

CLERK'S REPORT

FINANCE REPORT

EMPLOYEES' REPORTS

ENGINEER'S REPORT

PUBLIC PORTION

ORDINANCES – SECOND READING AND PUBLIC HEARING

#2023-22 Ordinance to Eliminate Mt. Bethel Fire Company as an Authorized Member of The Mansfield Township Fire Department

CONSENT AGENDA

- #2023-256** Certification of Annual Audit for 2022
- #2023-257** Rescind Resolution #2023-213, Municipal Alliance
- #2023-258** Governor's Council on Alcoholism and Drug Abuse Fiscal Grant Cycle October 2020- June 2025 Form 1B
- #2023-259** Authorize Hiring of P/T DPW Laborer
- #2023-260** Authorize/Approve Salary & Wage for Employee- Vazquez
- #2023-261** Authorization to submit 2023 Chemical Control Treatment Grant- Spotted Lanternfly Program
- #2023-262** Authorization to accept the Corrective Action Plan 2022
- #2023-263** Payment of Municipal Obligations

NEW BUSINESS

COMMITTEE PERSON COMMENTS

EXECUTIVE SESSION

#2023-264 Executive Session

RETURN TO REGULAR SESSION

ADJOURN

ORDINANCE NO. 2023-22

ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING CHAPTER 37 TITLED "FIRE DEPARTMENT" TO ELIMINATE THE MT. BETHEL FIRE COMPANY AS AN AUTHORIZED MEMBER OF THE MANSFIELD TOWNSHIP FIRE DEPARTMENT

STATEMENT OF PURPOSE

The purpose of this Ordinance is to eliminate the Mt. Bethel Fire Company as an authorized member of the Mansfield Township Fire Department

WHEREAS, Chapter 37 designates the three separate Fire Companies collectively as the authorized and established Mansfield Township Fire Department and;

WHEREAS, the Township Committee of the Township of Mansfield has been informed that the Mt. Bethel Fire Company wishes to cease operations due to lack of membership; and

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

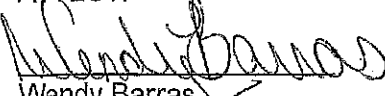
SECTION 1. 37-1 of the Township Code shall be amended to delete Mt. Bethel as one of the Fire Companies serving as the Mansfield Township Fire Department and there will now be two fire companies comprising the Mansfield Township Fire Department; one being the Mansfield Fire Company and the other being Tri-County Fire Company No. 1;

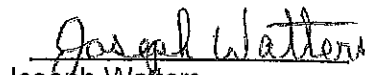
SECTION 2. All ordinances or parts of ordinances which are consistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistencies only.

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 the law.

ATTEST:


Wendy Barras
Township Municipal Clerk


Joseph Watters
Mayor

INTRODUCED/PASSED ON FIRST READING: 8/23/2023

Roll Call Vote

COMMITTEE MEMBER	YES	NO	ABSTAIN	ABSENT
Mr. Farino	✓			
Mr. Hayes	✓			
Mr. McGuinness	✓			
Mrs. Mora Dillon	✓			
Mayor Watters	✓			

PUBLISHED: 8/31/2023

ADOPTED:

Roll Call Vote

COMMITTEE MEMBER	YES	NO	ABSTAIN	ABSENT
Mr. Farino				
Mr. Hayes				
Mr. McGuinness				
Mrs. Mora Dillon				
Mayor Watters				

NOTICE

NOTICE IS HEREBY GIVEN that the foregoing Ordinance was introduced to pass on the first reading meeting of the Township Committee of the Township of Mansfield held on August 23, 2023 and ordered published in accordance with the law. Said Ordinance will be considered for final reading and adoption at a regular meeting of the Township Committee to be held on September 13, 2023, at 7:30 p.m. or as soon thereafter as the Township Committee may hear this Ordinance at the Municipal Building, Mansfield Township, 100 Port Murray Road, Port Murray, New Jersey at which time all persons interested may appear for or against the passage of said Ordinance.

CERTIFICATION

I, Wendy Barras, Township Municipal Clerk of the Township of Mansfield, do hereby certify that the foregoing Ordinance was duly adopted by the Township of Mansfield Committee on the September 13, 2023.

Wendy Barras, Township Municipal Clerk

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY
GOVERNING BODY CERTIFICATION OF THE ANNUAL 2022 AUDIT**

NO. 256

ADOPTED: September 13, 2023

WHEREAS, *N.J.S.A. 40A:5-4* requires the governing body of every local unit to have made an annual audit of its books, accounts, and financial transactions; and

WHEREAS, the Annual Report of Audit for the fiscal year ended December 31, 2022 has been filed by a Registered Municipal Accountant with the Clerk pursuant to *N.J.S.A. 40A:5-6*, and a copy has been received by each member of the governing body; and

WHEREAS, *R.S. 52:27BB-34* authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated *N.J.A.C. 5:30-6.5*, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations", and

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations," as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to *N.J.A.C. 5:30-6.5*; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of *R.S. 52:27BB-52*, to wit:
R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey hereby states it has complied with *N.J.A.C. 5:30-6.5* and does hereby submit a certified copy of this resolution and the required affidavit to said board to show evidence of said compliance

ATTEST:

Wendy Barras
Township Municipal Clerk

Joseph Watters
Mayor

I hereby certify the forgoing resolution was adopted by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey at a Regular Meeting held on September 13, 2023 at 100 Port Murray Rd., Port Murray, NJ 07865.

Roll Call Vote

Introduced	Seconded	Committee Member	Yes	No	Abstain	Absent
		Mr. Farino				
		Mr. Hayes				
		Mr. McGuinness				
		Mrs. Mora Dillon				
		Mayor Watters				

ATTEST:

Wendy Barras
Township Municipal Clerk

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY**

**Rescinding Resolution #2023-213, Governor's Council on Alcoholism and
Drug Abuse Fiscal Grant Cycle October 2020-June 2025 Form 1B**

NO. 257

ADOPTED: September 13, 2023

WHEREAS, Resolution #2023-213, Governor's Council on Alcoholism and Drug Abuse Fiscal Grant Cycle October 2020-June 2025 Form 1B, was adopted by the Township Committee on June 28, 2023; and

WHEREAS, the aforementioned resolution needs to be rescinded due to incorrect information stated in the resolution.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that Resolution #2023-213 adopted June 28, 2023 by the Township Committee be rescinded due to incorrect information stated in the resolution.

ATTEST:

Wendy Barras
Township Municipal Clerk

Joseph Watters
Mayor

I hereby certify the forgoing resolution was adopted by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey at a Regular Meeting held on September 13, 2023 at 100 Port Murray Rd., Port Murray, NJ 07865.

Roll Call Vote

Introduced	Seconded	Committee Member	Yes	No	Abstain	Absent
		Mr. Farino				
		Mr. Hayes				
		Mr. McGuinness				
		Mrs. Mora Dillon				
		Mayor Watters				

ATTEST:

Wendy Barras
Township Municipal Clerk

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY**

**GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE
FISCAL GRANT CYCLE OCTOBER 2020-JUNE 2025
FORM 1B**

NO.258

ADOPTED: September 13, 2023

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth, and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore, has an established Municipal Alliance Committee; and

WHEREAS, The Township Committee further recognizes that it is incumbent upon not only public officials, but upon the entire community to take action to prevent such abuses in our community; and

WHEREAS, The Township Committee has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Warren;

NOW, THEREFORE, BE IT RESOLVED, The Township of Mansfield, County of Warren, State of New Jersey, hereby recognizes the following:

1. The Township Committee does hereby authorize submission of a strategic plan for the Franklin/Mansfield/Washington Borough Municipal Alliance Grant for fiscal year 2024 in the amount of:

DEDR	\$ 2,246.00
Cash Match	\$ 561.50
In-Kind	\$ 1,684.50
2. The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance Grant, including the administrative compliance and audit requirements.

ATTEST:

Wendy Barras
Township Municipal Clerk

Joseph Watters
Mayor

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Roll Call Vote

Introduced	Seconded	Committee Member	Yes	No	Abstain	Absent
		Mr. Farino				
		Mr. Hayes				
		Mr. McGuinness				
		Mrs. Mora Dillon				
		Mayor Watters				

ATTEST:

Wendy Barras
Township Municipal Clerk

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY
AUTHORIZING THE HIRING OF A PART-TIME LABORER FOR THE DEPARTMENT
OF PUBLIC WORKS**

NO. 259

ADOPTED: September 13, 2023

WHEREAS, the Township Committee of the Township of Mansfield, County of Warren, finds it necessary to hire a part-time laborer for the Department of Public Works;

WHEREAS, Mr. Skillman, DPW Supervisor, and Judith Curran, Office Manager, interviewed Mr. George Hage, for the part-time laborer position;

WHEREAS, Mr. Skillman and Mrs. Curran believe that Mr. Hage possesses the necessary skills and experience to fulfill the requirements of the part-time laborer position;

WHEREAS, the Township Committee wishes to extend an offer to Mr. Hage for \$25.00 per hour;

WHEREAS, Mr. Hage's work week will be 28 hours;

WHEREAS, Mr. Hage's hiring date will be September 18, 2023; and

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey does hereby adopt this Resolution extending an employment offer to Mr. George Hage per the above.

ATTEST:

Wendy Barras
Township Municipal Clerk

Joseph Watters
Mayor

I hereby certify the forgoing resolution was adopted by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey at a Regular Meeting held on September 13, 2023 at 100 Port Murray Rd., Port Murray, NJ 07865.

Roll Call Vote

Introduced	Seconded	Committee Member	Yes	No	Abstain	Absent
		Mr. Farino				
		Mr. Hayes				
		Mr. McGuinness				
		Mrs. Mora Dillon				
		Mayor Watters				

ATTEST:

Wendy Barras
Township Municipal Clerk

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY**

TO AUTHORIZE AND APPROVE A SALARY AND WAGE FOR AN EMPLOYEE

NO. 260

ADOPTED: September 13, 2023

WHEREAS, Ordinance Number 2022-30 established the salaries and wages for the employees of the Township of Mansfield, County of Warren,

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, that the following named employee shall be compensated for the year 2023, unless otherwise noted, in the amount as designated below:

NAME	POSITION	SALARY
Nicholas Vazquez	Deputy Emergency Management Director	\$ 534.00 (pro-rated to end of year 2023) Commencing 8/9/23

ATTEST:

Wendy Barras
Township Municipal Clerk

Joseph Watters
Mayor

I hereby certify the forgoing resolution was adopted by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey at a Regular Meeting held on September 13, 2023 at 100 Port Murray Rd., Port Murray, NJ 07865.

Roll Call Vote

Introduced	Seconded	Committee Member	Yes	No	Abstain	Absent
		Mr. Farino				
		Mr. Hayes				
		Mr. McGuinness				
		Mrs. Mora Dillon				
		Mayor Watters				

ATTEST:

Wendy Barras
Township Municipal Clerk

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY
APPROVAL TO SUBMIT A 2023 CHEMICAL CONTROL TREATMENT GRANT APPLICATION FOR THE
SPOTTED LANTERNFLY PROGRAM TO THE STATE OF NEW JERSEY DEPARTMENT OF
AGRICULTURE, DIVISION OF PLANT INDUSTRY**

NO. 261

ADOPTED: September 13, 2023

WHEREAS, Judith Curran, CFO, discovered the above grant availability and believes it would be a good idea for the Township of Mansfield to apply for such grant in case the Township of Mansfield finds it necessary to use chemical treatments against the Spotted Lanternfly;

WHEREAS, the Township Committee of the Township of Mansfield, County of Warren, desires that a grant application be submitted with the New Jersey Department of Agriculture, Division of Plant Industry for the 2023 Chemical Control Treatment for the Spotted Lanternfly Program;

WHEREAS, this grant will provide up to \$15,000 per municipality, subject to the availability of funds, on a first-come, first-served basis to municipal governments in the State of New Jersey who are interested in performing chemical treatment activities against the Spotted Lanternfly;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey formally approves the grant application for the above stated program;

BE IT FURTHER RESOLVED that the Mayor/ Township Committee has authorized Judith Curran, CFO to submit such application.

ATTEST:

Wendy Barras
Township Municipal Clerk

Joseph Watters
Mayor

I hereby certify the forgoing resolution was adopted by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey at a Regular Meeting held on September 13, 2023 at 100 Port Murray Rd., Port Murray, NJ 07865.

Roll Call Vote

Introduced	Seconded	Committee Member	Yes	No	Abstain	Absent
		Mr. Farino				
		Mr. Hayes				
		Mr. McGuinness				
		Mrs. Mora Dillon				
		Mayor Watters				

ATTEST:

Wendy Barras
Township Municipal Clerk

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY
OF WARREN, STATE OF NEW JERSEY,
APPROVING THE CORRECTIVE ACTION PLAN FOR CY 2022**

NO. 262

ADOPTED: September 13, 2023

WHEREAS, all municipalities operating under the Local Fiscal Affairs Law must prepare and submit a Corrective Action Plan as a part of their annual audit process; and

WHEREAS, the Township Committee of the Township of Mansfield accepted the 2022 audit as prepared by the Township Auditors;

WHEREAS, Judith Curran, the Chief Financial Officer for the Township of Mansfield has prepared a Corrective Action Plan to address the findings and recommendations in the 2022 audit, including state, federal and general findings as well as the status of all prior year findings and recommendations; and

WHEREAS, copies of the audit have been presented to the Mayor and Township Committee;

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, does hereby approve the Corrective Action Plan for the 2022 Audit Report, as prepared and recommended by the Chief Financial Officer, and direct the appropriate municipal officials to undertake its immediate implementation.

NOW, THEREFORE BE IT FURTHER RESOLVED, The Township Clerk is hereby directed to submit the approved Corrective Action Plan to the Division of Local Government Services.

ATTEST:

Wendy Barras
Township Municipal Clerk

Joseph Watters
Mayor

I hereby certify the forgoing resolution was adopted by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey at a Regular Meeting held on September 13, 2023 at 100 Port Murray Rd., Port Murray, NJ 07865.

Roll Call Vote

Introduced	Seconded	Committee Member	Yes	No	Abstain	Absent
		Mr. Farino				
		Mr. Hayes				
		Mr. McGuinness				
		Mrs. Mora Dillon				
		Mayor Watters				

ATTEST:

Wendy Barras
Township Municipal Clerk

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY
AUTHORIZING PAYMENT OF BILLS LIST**

NO. 263

ADOPTED: September 13, 2023

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	\$
CAPITAL	
TRUST	\$
DOG	\$
RECREATION	
OPEN SPACE	\$
DEV ESCROW	
UNEMPLOYMENT	\$
TAX PREMIUM	
MANDATORY DEV	
OUTSIDE EMPLOY	
TOTAL	\$

BILLS LIST	
CURRENT	\$750,431.46
CAPITAL	\$ 0.00
TRUST	\$ 0.00
DOG	\$292.60
RECREATION	\$ 0.00
GRANT	\$1,056.40
DEV ESCROW	\$7,008.51
OPEN SPACE	\$1,026.42
TAX PREMIUM	\$ 0.00
MANDATORY DEV	\$ 0.00
OUTSIDE EMPLOY	\$ 0.00
GREEN TEAM	\$55.05
TOTAL	\$2,182,560.68

ATTEST:

Wendy Barras
Township Municipal Clerk

Joseph Watters
Mayor

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Roll Call Vote

Introduced	Seconded	Committee Member	Yes	No	Abstain	Absent
		Mr. Farino				
		Mr. Hayes				
		Mr. McGuinness				
		Mrs. Mora Dillon				
		Mayor Watters				

ATTEST:

Wendy Barras
Township Municipal Clerk

