

MANSFIELD TOWNSHIP COMMITTEE MEETING

January 8, 2020

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 Star Gazette and Express Times of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

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

Salute to the flag was done by all.

APPROVAL OF THE MINUTES:

Mr. Hayes made a motion to approve the minutes for the Regular Session of December 23, 2019, which was seconded by Mrs. Mora Dillon.

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

Nays: None

Absent: None

Abstain: None

Mr. Hayes made a motion to approve the minutes for the Executive Session of December 23, 2019, which was seconded by Mrs. Mora Dillon.

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

Nays: None

Absent: None

Abstain: None

Mrs. Mora Dillon made a motion to approve the minutes for the Reorganization Meeting of January 1, 2020, which was seconded by Mr. Hayes.

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

Nays: None

Absent: None

Abstain: None

CLERK'S REPORT:

Ms. Hrebenak explained that the gutters need to be repaired at the Mt. Bethel Church. The two-

year old gutters were not installed correctly. Mr. Farino questioned why. This will be discussed in Executive Session.

FINANCE REPORT:

Mrs. Mollineaux stated that she is close to being done with last year's financials for rolling over the system and has about half of the information in for the 2020 budget. She will give the Committee an update at the next meeting.

EMPLOYEES' REPORTS:

Mrs. Fascenelli stated that we received the check from the State for the 2017 Recycling Tonnage for \$13,405.44. In 2017, we were the second highest in the county. Mayor Watters asked about the change in the breakdown of the grant. Mrs. Fascenelli stated there are new guidelines and they upped the payout for leaves and are still making changes. She will update the Committee on any main changes to the grant. The electronics is still the highest pay out, followed by corrugated, and then office paper.

ENGINEER'S REPORT:

Mr. Kastrud stated that he has nothing new to report.

Mr. Kastrud has spoken with Mrs. Mollineaux about the capital projects they will be working on this year and he will get the numbers to her for the budget.

Mr. Hayes made a motion to appoint Mr. Kastrud as the Engineer for the inspections for the Meadows project, which was seconded by Mrs. Mora Dillon.

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

Nays: None

Absent: None

Abstain: None

PUBLIC PORTION:

Mrs. Pat Kinney, 140 Cary Road, would like to request the Township Committee to consider a resolution for the residents of Mansfield Township that would make Mansfield a 2nd Amendment Sanctuary Township for law-abiding gun owners. Mayor Watters has had several people request a similar amendment that's been passed by West Milford and Oxford. It states that we back up the resolution as a town even though it's not a law. It will be put on the agenda for the next meeting.

Seeing no further comment from the public, Mayor Watters closed the public portion.

RESOLUTIONS:

RESOLUTION 2020-32

AUTHORIZING PURCHASING FROM MORRIS COUNTY CO-OP CONTRACT #1 FOR MOTOR GASOLINE FROM GRIFFITH-ALLIED TRUCKING, LLC., 25 OLD CAMPLAIN ROAD, HILLSBOROUGH, NEW JERSEY 08844

WHEREAS, the Township of Mansfield wishes to purchase Motor Gasoline under the Morris County Co-Op; and

WHEREAS, Morris County Co-Op awarded a contract to Griffith-Allied Trucking, LLC., 25 Old Camplain Road, Hillsborough, New Jersey 08844; and

WHEREAS, the Chief Financial Officer has certified that funds are requested in the 2020 budget for \$ 30,000.00 and the line item appropriation to be charged is 0-01-31-430-0000-4710; and

WHEREAS, the Township is authorized to make purchases through cooperative and state contracts pursuant to N.J.S.A. 40A:11-10 and 12; and

WHEREAS, it is the recommendation of the Director of Public Works and the Chief Financial Officer to purchase Motor Gasoline through the Morris County Co-Op.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield that the Chief Financial Officer be authorized to issue purchase orders to Griffith-Allied Trucking, LLC., 25 Old Camplain Road, Hillsborough, New Jersey 08844 through December 31, 2020.

RESOLUTION 2020-33

AUTHORIZING PURCHASING FROM MORRIS COUNTY CO-OP CONTRACT #2 FOR #2 FUEL OIL FROM FINCH FUEL OIL CO., INC., PO BOX 468, 648 SCHUYLER AVENUE, KEARNY, NEW JERSEY 07032

WHEREAS, the Township of Mansfield wishes to purchase #2 Fuel Oil under the Morris County Co-Op; and

WHEREAS, Morris County Co-Op awarded a contract to Finch Fuel Oil Co., Inc., PO Box 468, 648 Schuyler Avenue, Kearny, New Jersey, 07032; and

WHEREAS, the Chief Financial Officer has certified that funds are requested in the 2020 budget for \$ 7,000.00 and the line item appropriation to be charged is 0-01-31-430-0000-4410; and

WHEREAS, the Township is authorized to make purchases through cooperative and state contracts pursuant to N.J.S.A. 40A:11-10 and 12; and

WHEREAS, it is the recommendation of the Director of Public Works and the Chief Financial Officer to purchase #2 Fuel Oil through the Morris County Co-Op.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield that the Chief Financial Officer be authorized to issue purchase orders to Finch Fuel Oil Co., Inc., PO Box 468, 648 Schuyler Avenue, Kearny, New Jersey, 07032 through December 31, 2020.

RESOLUTION 2020-34

AUTHORIZING PURCHASING FROM MORRIS COUNTY CO-OP CONTRACT #12 FOR ULTRA LOW SULFUR DIESEL FUEL FROM GRIFFITH-ALLIED TRUCKING LLC, 25 OLD CAMPLAIN ROAD, HILLSBOROUGH, NEW

JERSEY 08844

WHEREAS, the Township of Mansfield wishes to purchase Ultra Low Sulfur Diesel Fuel under the Morris County Co-Op; and

WHEREAS, Morris County Co-Op awarded a contract to Griffith-Allied Trucking, LLC, 25 Old Camplain Road, Hillsborough, New Jersey 08844; and

WHEREAS, the Chief Financial Officer has certified that funds are requested in the 2020 budget for \$ 22,000.00 and the line item appropriation to be charged is 0-01-31-430-0000-4870; and

WHEREAS, the Township is authorized to make purchases through cooperative and state contracts pursuant to N.J.S.A. 40A:11-10 and 12; and

WHEREAS, it is the recommendation of the Director of Public Works and the Chief Financial Officer to purchase Ultra Low Sulfur Diesel through the Morris County Co-Op.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield that the Chief Financial Officer be authorized to issue purchase orders to Griffith-Allied Trucking, LLC, 25 Old Camplain Road, Hillsborough, New Jersey 08844 through December 31, 2020.

RESOLUTION NO. 2020-35

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

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF
WARREN, NEW JERSEY, AUTHORIZING THE AWARD OF A PROFESSIONAL
SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO PHOENIX
ADVISORS LLC FOR CONTINUING DISCLOSURE SERVICES**

WHEREAS, the Township of Mansfield, in the County of Warren, New Jersey has previously issued its bonds, bond anticipation notes and/or other debt obligations (the "Bonds") and

WHEREAS, in connection with the issuance of certain Bonds and for purposes of assisting underwriters to comply with Rule 15c-12 under the Securities Exchange Act of 1934, the Township has covenanted and/or entered into one or more undertakings or agreements to provide Continuing Disclosure Agent Services agreement (the "CDA's") to the public marketplace; and

WHEREAS, it is beneficial to retain assistance of appropriately registered experts in the field of municipal bond finance, with knowledge and experience in these matters, to assist in assuring compliance with CDA's and to stand ready to provide advice as needed with the issuance of municipal debt as Municipal Advisor of Record; and

WHEREAS, Phoenix Advisors LLC provides such Continuing Disclosure Agent Services and is an independent registered municipal advisor under the SEC regulations; and

WHEREAS, Phoenix Advisors LLC has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political

or candidate committee in the Township of Mansfield with the elected officials in the previous one year, and that the contract will prohibit the firm of Phoenix Advisors from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer has recommended that Phoenix Advisors LLC be retained to provide Continuing Disclosure Agent Services agreement services to the Township of Mansfield;

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

1. The Chief Financial Officer is hereby authorized to execute a contract with Phoenix Advisors LLC for Continuing Disclosure Agent Services applicable to bonds and notes.
2. This contract is awarded without competitive bidding as a “Professional Services” pursuant to N.J.S.A. 19:44A-20 et seq. and the local public contracts law.
3. The term of this contract shall be until December 31, 2020.
4. The total fee authorized for this contract shall be \$1,050. - base fee (for up to three outstanding issues), plus \$100.00 for each additional outstanding issue, and \$200.00 for any new bond issue set up during the year.
5. That a notice of this action shall be published in accordance with law, and said notice to provide that the contract awarded and this resolution authorizing same are available for public inspection in the office of Municipal Clerk.

Mr. Hayes made a motion to approve Resolutions 2020-32 – 2020-35, which was seconded by Mrs. Mora Dillon.

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

Nays: None

Absent: None

Abstain: None

Tax Search Officer – Mayor Watters asked about the status of the Tax Search Officer. Mrs. Mora Dillon stated she and Mrs. Fascenelli are meeting tomorrow with one of the applicants.

Green Acres Appraisals – Mayor Watters inquired about the response for the Green Acres appraisals on the two properties. Ms. Hrebenak stated no response yet.

Washington Township Letter – Mayor Watters inquired about a response to the letter sent to Washington Township. Mrs. Fascenelli mailed it along with the Purchase Order. No response yet.

Website – Mayor Watters asked about the new website. Ms. Hrebenak is reviewing the new website to make sure all the information is correct and is making any changes that are

necessary.

Construction Code Official – Mayor Watters stated we have not heard from the Washington Township regarding the shared service agreement for the Construction Code Official.

Oxford Court – Mrs. Mora Dillon asked about the shared court with Oxford. Mrs. Hrebenak stated they are still working through it.

HVAC – Mayor Watters asked if there was any word from Dan Grover for the HVAC. Ms. Hrebenak stated not as of yet, she will contact them tomorrow.

Volunteers – Mayor Watters asked if notification for the volunteer positions were sent out. Ms. Hrebenak stated they will be sent out this week.

Fire Truck – Mr. Hayes asked if there was any word on the fire truck. Mr. Lavery will follow up with Mr. Artigliere.

Rescue Squad Command Vehicle – Mayor Watters asked about the vehicle. Ms. Hrebenak stated the contract is all signed.

Mayor Watters announced moving into Executive Session at 7:48 pm.

Mr. Lavery stated the Executive Session discussion will include a contractual matter dealing with the gutters on the church, an EPA settlement with potential litigation, and a personnel matter.

Mr. Hayes made a motion to go into Executive Session, which was seconded by Mr. Farino.

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

Nays: None

Absent: None

Abstain: None

Return from Executive Session at 8:19 pm.

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

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

Nays: None

Absent: None

Abstain: None

Mr. Lavery announced the return from Executive Session at 8:19 pm where they discussed four matters: contractual gutters on church, potential litigation with an EPA settlement, personnel

matter dealing with OEM, and a pending litigation of a tax appeal. 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.

Mr. Lavery requested a motion to authorize the Mayor to sign the settlement agreement with the EPA and to have a check issued in full settlement subject to certification of availability of the funds.

Mr. Hayes made a motion to sign settlement agreement and to issue the check, which was seconded by Mrs. Mora Dillon.

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

Nays: None

Absent: None

Abstain: None

Mrs. Moral Dillon made a motion to adjourn at 8:19 pm, which was seconded by Mr. Hayes.