

## MANSFIELD TOWNSHIP COMMITTEE MEETING

August 28, 2019

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 from the regular meeting held on August 14, 2019, which was seconded by Mr. Farino.

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

Nays: None

Absent: Mr. Misertino

Abstain: None

### BILL LIST:

Mr. Farino made a motion to approve the Bill List, which was seconded by Mrs. Mora Dillon.

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

Nays: None

Absent: Mr. Misertino

Abstain: Mr. Farino

### PRESENTATION:

Mr. Ferry presented the results of the 2018 Audit to the Township Committee.

- Current Fund Balance went up which is very good news for capital expenditures so the Township doesn't have to borrow money.
- General Capital Fund for big purchases such as roads, big equipment, etc., shows Township debt that gets paid off by a ten-year period.
- The Township Net Debt is .225 which is a good, manageable number.
- Explanation of how Principal Payments for Serial Bonds will be paid through 2026. The Township will be debt-free in 2026.
- Percentage of Tax Collections rate is 96.08 percent. Mayor Watters stated this percentage which should change next year due to the development.
- Fund Balance is a good trend of going up.

There are only three house-cleaning recommendations:

- Federal and State Grants need to be investigated for possible cancellation. Mrs. Mollineaux stated the review has begun and several grants have been cancelled already.

- Municipal Court has 22 tickets that have been stagnant and need to be recalled and reissued.
- Payroll Agency needs to have an analysis done and available for audit.

CLERK'S REPORT:

Ms. Hrebenak stated that the auction for the police car has been completed and the amount that the car sold for was \$5,250.

Ms. Hrebenak explained that the Committee was given a copy of an email from NJDEP Fish and Wildlife asking if the Township would like to enter into a maintenance agreement for the red barn that is on Rockport Road at the Pheasant Farm.

Mayor Watters stated that Mr. Snyder and Mr. Farino went and looked at the barn.

Mr. Farino stated that they would like to see what the maintenance would be.

Ms. Hrebenak stated that she would contact them to get an idea of what would be involved in the maintenance.

Ms. Hrebenak stated that notice was received from Warren County for Mount Bethel Phase 2 grant and that the grant expires on November 22, 2019, and there is no availability for an extension.

FINANCE REPORT:

Mrs. Mollineaux reported that two checks were held and pulled off the Bills List. One for Russell Reed for \$4,068.75. The other was Pennoni \$672.00.

Mr. Farino made a motion to release checks for Russell Reed and Pennoni, which was seconded by Mr. Hayes.

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

Nays: None

Absent: Mr. Misertino

Abstain: None

EMPLOYEES' REPORTS:

Mrs. Fascenelli stated that we have begun the plastic collection and we have 62lbs. The material is bulky, so after speaking to Mr. Snyder, they are thinking of purchasing a smaller shed for storage. Expenses for the shed would come from the Recycling/Tonnage Grant. Mrs. Fascenelli would like to send out a monthly report of how much has been collected to all the environmental groups to encourage more community involvement. We need to collect 500 lbs. in six months to receive a free Trex Bench. Mrs. Fascenelli and Mr. Snyder will research the shed, decide where to place it, and present their findings to the committee at the next meeting.

Mrs. Fascenelli stated that the Deputy Clerk sent a letter to SOS Stoves and they are very interested in partnering with the Township for the Trex plastic program. They took one of our collection containers for their store and will be handing out flyers to their customers letting them know the pellet bags can be collected in addition to other film plastic.

PUBLIC PORTION:

Mayor Watters opened the Public Portion, seeing no one, the portion was closed.

RESOLUTION:

**RESOLUTION NO. 2019-126  
TO AUTHORIZE THE REFUND OF PROPERTY TAXES  
DUE TO DISABLED VETERAN STATUS OF THE OWNER**

**WHEREAS**, Jim J. Pene is the owner of real property located 1423 Route 57, known as Block 1302.02 Lot 13, within the Township of Mansfield, County of Warren, State of New Jersey; and

**WHEREAS**, Jim J. Pene has been declared a 100% disabled American Veteran by the United States government as defined in NJSA 54:4-3.30 et seq.; and

**WHEREAS**, Jim J. Pene has, as of, August 5, 2019, applied to the Tax Assessor of the Township of Mansfield, County of Warren, State of New Jersey, on the appropriate application and with the supporting documentation to support said application to the satisfaction of the Tax Assessor; and

**WHEREAS**, NJSA 54:4-3.30 et seq. requires a municipality to grant tax exemption to those qualifying in accordance with its terms; and

**WHEREAS**, NJSA 54:4-3.32 authorizes the 2019 refund of taxes paid from the qualifying date of the exemption, August 5, 2019;

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, that the Veteran's tax exemption be granted to Mr. Jim J. Pene, whose address is 1423 Route 57, Port Murray, NJ 07865.

**RESOLUTION # 2019-127**

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

**WHEREAS**, the following properties have an overpayment of \$388.69 for the third and fourth quarters of 2019 property taxes:

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Mansfield this 28<sup>th</sup> day of August, 2019, that the Tax Collector and Township Finance Office are hereby authorized to refund the following overpayment:

DEMUTH, DONALD F.

78 ESSEX ROAD  
SUMMIT, NJ 07901

Block 401.01 Lot 8.01 Q0009	\$48.80
Block 401.01 Lot 8.03 Q0009	82.45
Block 401.02 Lot 33.01 Q0009	38.70
Block 401.02 Lot 33.02 Q0009	31.97
Block 401.02 Lot 34 Q0009	25.24
Block 401.02 Lot 35 Q0009	30.29
Block 401.02 Lot 37 Q0009	43.75
Block 401.02 Lot 39.01 Q0009	87.49
<b>Total Refund:</b>	<b>\$388.69</b>

**RESOLUTION 2019-128  
TOWNSHIP OF MANSFIELD  
WARREN COUNTY, NEW JERSEY**

**ARCHITECTURAL PLANNING FOR MOUNT BETHEL CHURCH PHASE III**

**WHEREAS**, the Township of Mansfield is desirous of having Architectural planning performed for Phase #3 at the Mount Bethel Church; and

**WHEREAS**, the Township of Mansfield has received a proposal from the Eclectic Architecture for the following:

Architectural Planning and Bid Specs not to exceed \$17,000

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, Warren County, New Jersey, authorizes Eclectic Architecture, to perform the planning and bid specs in the amount not to exceed \$17,000.00.

Mr. Hayes made a motion to approve Resolutions 2019-126 through 2019-128, which was seconded by Mr. Farino.

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

Nays: None

Absent: Mr. Misertino

Abstain: None

ORDINANCE:

Mayor Watters introduced Ordinance 2019-06;

## ORDINANCE 2019-06

### AN ORDINANCE TO AMEND CHAPTER 38-3 A OF THE CODE OF THE TOWNSHIP OF MANSFIELD

**WHEREAS**, the Township Committee of the Township of Mansfield is currently participating in a Shared Service for Fire Prevention Services; and

**WHEREAS**, there has been a request for an amendment to the fee schedule for certain sections of the code; and

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, that the Code of the Township of Mansfield is hereby amended to include the following provisions regarding Non-Life Hazard fees.

#### Section 1

Chapter 38-3 of the Code of the Township of Mansfield is hereby amended as follows:

Adding to Section A:

R-1 1 to 2 units                      \$75.00

F- Agricultural Use Group

Initial Registration                      \$75.00

Subsequent Annual Registration      \$50.00

Amending Section B-F as follows:

B. Uses not classified above that are subject to the Uniform Fire Code shall be classified as business uses.

C. Uses required to register with the state as life-hazard uses shall not be required to register under the section.

D. Township owned buildings, buildings owned and occupied by municipal fire companies and/ or rescue squads, buildings owned and occupied by nonprofit religious organizations that are used solely for religious purposes, and buildings owned and occupied by nonprofit organizations used solely for nonprofit purposes shall be exempt from inspection fees.

E. All residential uses except R-1 Uses shall be inspected in the common areas only and the fees established for the Common Areas Use Group shall apply.

F. Failure to pay registration fee shall result in a penalty of double the outstanding registration fee, in addition to the initial registration fee.

This ordinance shall take effect immediately after passage.

**Section 3**

Any ordinance that is inconsistent with the foregoing shall be deemed repealed by this ordinance.

With the Committee needing further clarification, this Ordinance will be held for more information.

Mr. Hayes made a motion to move to Executive Session at 8:03 pm, which was seconded by Mrs. Mora Dillon.

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

Nays: None

Absent: Mr. Misertino

Abstain: None

**EXECUTIVE SESSION:** Personnel, Contractual

Return from Executive Session at 9:38 pm.

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

Mr. Lavery, Esq. stated they emerged from Executive Session at 9:38 pm, where they discussed two personnel matters, a shared service contractual matter with Washington Township, and an attorney/client privilege potential litigation dealing with Kunzman Construction. No official action was taken. Copies of these minutes will be available at which time as the Committee determines there is no harm to the public interest.

Mr. Lavery requested a motion for authorization to make a settlement offer to Kunzman as discussed in Executive Session.

Mr. Hayes made a motion to authorize Mr. Lavery to make a settlement offer to Kunzman Construction, which was seconded by Mrs. Mora Dillon.

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

Nays: None

Absent: Mr. Misertino

Abstain: None

Mr. Lavery requested a motion for timesheets from the employees discussed in Executive Session.

Mr. Hayes made a motion for timesheets from the employees, which was seconded by Mrs. Mora Dillon.

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

Nays: None

Absent: Mr. Misertino

Abstain: None

Mrs. Mora Dillon made a motion to have the Deputy Clerk work for the DPW Department 3-4 hours a week until further notice, which was seconded by Mr. Hayes.

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

Nays: None  
Absent: Mr. Misertino  
Abstain: None

Mrs. Mora Dillon asked if a bill had been received from the lawn mower company from damage due to stakes placed in the ground twice by Field Hockey. No bill has been received yet.

Mr. Hayes stated that Morris Canal Association has installed kiosks at the Rockport train wreck location and the game farm. The plaque is in the kiosk at the game farm, the Historical Society will make up the plaque for the train wreck kiosk.

Mayor Watters asked Mrs. Mora Dillon to give Paul Goddard's contact information to Mr. Hayes. Mr. Goddard is the taking care of the school house.

Mayor Watters is meeting tomorrow morning with the School Administrator of Mansfield in regards to the budget.

Mayor Watters asked if info would be sent to Warren Hills. Mrs. Mora Dillon stated that Mrs. Mollineaux will compile questions for Warren Hills Board of Education on why the budget and our tax rate keeps going up. Mrs. Mora Dillon spoke to the Board President who will answer the questions or initiate a meeting with us.

Mr. Hayes made a motion to adjourn at 9:41 pm, which was seconded by Mrs. Mora Dillon.