

MANSFIELD TOWNSHIP COMMITTEE MEETING

December 27, 2017

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. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Salute to the flag was done by all.

AWARDS PRESENTATION: 2017 NJSA LEAGUE SOCCER CHAMPIONS

Mrs. Mora Dillon read the following statement:

This fall, one of our 5th/6th grade teams playing in the Northwest Jersey Soccer Association won their league championships this season. The team was coached by Jay Wester (Head Coach), Andy Szamrata (Asst. Coach), Wayne Davis (Asst. Coach) and Tom Staada (Asst. Coach). The team was 8-1 in the regular season, with their only loss coming to Franklin Township. Their record was good enough to qualify for the championship game held on 11/11 vs Franklin Township again. This time, Mansfield ended up winning 3-0, winning the Championship.

Mayor Watters presented awards to the following individuals and commended them on a job well done: Auggie Szamrata, John Dorsch, Dominic Dorsch, Sean Briganti, Zakariya Azzana, Waleed Azzana, Bruhe Sitotaw, Nicholas Staada, Mason Wester, Aldin Kaludjercic, Jack Fournier, Jason Mele, Anthony Tran, Riley Davis, Liam Bino, and Kayla Creedon.

APPROVAL OF THE MINUTES:

Mr. Hayes made a motion to approve the minutes from the regular meeting held on December 13, 2017, which was seconded by Mrs. Mora Dillon.

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

Nays: None

Absent: None

Abstain: None

Mr. Hayes made a motion to approve the Executive Session minute from November 21, 2017, which was seconded by Mrs. Mora Dillon.

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

Nays: None

Absent: None

Abstain: Mrs. Kocher

BILL LIST

CLERKS REPORT:

Mr. Hayes made a motion to grant approval to the Clerk to issue the Junk Dealers License for the three salvage yards, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters
Nays: None
Absent: None
Abstain: None

Mr. Hayes made a motion to approve the CFO signing the agreement for Phoenix advisors , which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters
Nays: None
Absent: None
Abstain: None

FINANCE REPORT:

Mrs. Mollineaux spoke to the Township Committee in reference to the budget and that we have already received 5 requests back and that the other department heads have been requested.

Mrs. Mollineaux explained the prepayment of taxes and the newest executive order that was put out by the governor in reference to all municipalities taking prepayment.

ENGINEERS REPORT:

Mr. DiSessa spoke to the Township Committee in reference to the bids for Watters and Heiser Road.

PUBLIC PORTION:

Mr. Stan Prater, JCP&L, spoke to the Township Committee in reference to the tree trimming.

RESOLUTION:

**RESOLUTION # 2017-142
LIEN REDEMPTION**

TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, the Tax Collector of the Township of Mansfield has advised the Committee that the following property has been redeemed and the money due thereon paid to

the Township of Mansfield Tax Collector;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield this 13th day of December 27, 2017, that payment is to be made to the certificate holder as noted:

<u>Block</u>	<u>Lot</u>	<u>Address</u>	<u>Lienholder</u>	<u>Cert#</u>	<u>TOTAL REFUNDED</u>	
1102.04	6 C011F	152 Cynthia Dr.	US Bank Cust BV002 TRST & CRDTRS 50 South 16 th St Suite 2050 Philadelphia, PA 19102	17-00072	\$ 5,519.59	Lien Premium
					\$ 10,600.00	

Mr. Hayes made a motion to approve Resolution 2017-142, which was seconded by Mr. Misertino.

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

Nays: None

Absent: None

Abstain: None

2017-143

RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT

WHEREAS, Township of Mansfield (hereinafter "Local Unit") has joined the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the "Fund"; and

WHEREAS, the Local Unit has complied with relevant law with regard to the appointment of a Risk Management Consultant; and

WHEREAS, the "Fund" has requested its members to appoint individuals or entities to that position; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of "Local Unit", in the County of Warren and State of New Jersey, as follows:

1. Township of Mansfield hereby appoints Skylands Risk Management Solutions its local Risk Management Consultant.

1. The Mayor (*authorized representative of the public entity*) and Risk

Management Consultant are hereby authorized to execute the Risk Management Consultant's Agreement for the year 2018 in the form attached hereto.

Mrs. Mora Dillon made a motion to approve the passage of Resolution 2017-143, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters
Nays: None
Absent: None
Abstain: None

RESOLUTION # 2017 -144
REFUND OF RECREATION REGISTRATION

TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, Mrs. Gallo paid via credit card on 6/16/17 for a fall soccer registration with the Township of Mansfield, County of Warren,

WHEREAS, the child did not participate in fall soccer,

WHEREAS, a refund cannot be issued against the credit card due to the lapse in time,

NOW THEREFORE BE IT RESOLVED, that the Finance Office be authorized to refund the amount of \$ 70.00 to Mrs. Gallo.

Mrs. Mora Dillon made a motion to approve the passage of Resolution 2017-144, which was seconded by Mr. Hayes.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters
Nays: None
Absent: None
Abstain: None

RESOLUTION # 2017-145
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY
State Tax Appeal Refund

WHEREAS, the following property has a tax appeal overpayment balance of \$3,170.19 for the tax years 2013, 2014, 2015, 2016 & 2017;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield this 27th day December 2017 that the Tax Collector and Township Finance Office are hereby authorized to refund the following overpayment:

2013 \$627.20
2014 \$610.20
2015 \$630.17
2016 \$643.81
2017 \$658.81

Freedom Group LP
c/o Zipp, Tannenbaum & Caccavelli, LLC
280 Raritan Center Parkway
Edison, NJ 08837

Block 1204 Lot 1
Refund: \$ 3,170.19

Mrs. Mora Dillon made a motion to approve the passage of Resolution 2017-145, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters
Nays: None
Absent: None
Abstain: None

RESOLUTION # 2017-146
A RESOLUTION TO PROVIDE FOR AND DETERMINE THE HOURLY WAGE FOR TOWNSHIP
EMPLOYEES

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

The hourly wage for the following employees is as follows:

Part-Time Laborer/Snow Plow Driver	Rich Bross	\$ 20.00 Per Hour
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Mrs. Mora Dillon made a motion to approve the passage of Resolution 2017-146, which was seconded by Mr. Hayes.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters
Nays: None
Absent: None
Abstain: None

**TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY
RESOLUTION 2017-147**

AUTHORIZING CANCELLATION OF A RECEIVABLE AND RESERVE BALANCE

WHEREAS, a receivable and reserve balance exist for a public and private grant which is required to be cancelled by resolution;

NOW, THEREFORE BE IT RESOLVED by the Mansfield Township Committee of the Township of Mansfield that the following grant receivable and reserve balance be cancelled:

<u>Title</u>	<u>Grant Receivable</u>	<u>Reserve Balance</u>
Association of New Jersey Environmental Commissions Open Space Steward Project Grant	\$ 7.90	\$ 7.90

Mrs. Mora Dillon made a motion to approve the passage of Resolution 2017-147, which was seconded by Mr. Hayes.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters
Nays: None
Absent: None
Abstain: None

RESOLUTION # 2017-148
FOR TRANSFER OF FUNDS
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, there are insufficient funds in some of the 2017 budget line items; and

WHEREAS, N.J.S.A. 40A:4-58 permits the transfer of funds from accounts with a surplus to cover such demands,

NOW, THEREFORE BE IT RESOLVED, (not less than two-thirds of all members thereof affirmatively concurring) that the Chief Financial Officer of Mansfield Township, County of Warren, State of New Jersey, is hereby authorized to make the following transfers in accordance with the provision of this resolution:

CURRENT FUND

<u>Account:</u>	<u>From:</u>	<u>To</u>
Finance S/W	\$ 8,000.00	
Tax Assessment Administration O/E		\$ 2,500.00
Tri-County Fire Company		\$ 4,000.00
Fuel Oil / Heating O/E		\$ 1,500.00

TOTALS

\$ 8,000.00

\$ 8,000.00

Mr. Hayes made a motion to approve the passage of Resolution 2017-148, which was seconded by Mrs. Mora Dillon.

Mr. Misertino spoke of his disagreement with giving money to Tri County Fire Company.

Mr. Lavery suggested that Mr. Hayes rescind his motion and we check with the Township Auditor to see if this would put the Township over the contribution threshold.

Mr. Hayes rescinded his motion.

Mr. Hayes made a motion to approve the resolution minus the Tri County transfer, which was seconded by Mr. Misertino.

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

Nays: None

Absent: None

Abstain: None

RESOLUTION # 2017- 149

A RESOLUTION TO CANCEL UNEXPENDED APPROPRIATION BALANCE

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

WHEREAS, the following Current Fund budget balance remains unexpended:

Construction and Inspection Fees OE \$ 80,000.00

WHEREAS, this appropriation has been investigated and it has been determined that this balance is not needed for any 2017 expenses and should be cancelled; and

WHEREAS, it is necessary to formally cancel said balance so that the unexpended balance may be a credit to surplus.

NOW THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, that the above listed unexpended balance of the Current Fund be cancelled.

Mrs. Mora Dillon made a motion to approve the passage of Resolution 2017-149, which was seconded by Mr. Hayes.

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

Nays: None

Absent: None
Abstain: None

2017-150

A RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT WITH WASHINGTON TOWNSHIP,
MORRIS COUNTY FOR FIRE PREVENTION

WHEREAS, the Township of Mansfield is desirous of sharing services for Fire Prevention with Washington Township, Morris County; and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A 40A:65-1 et seq.) Empowers the Township of Washington and the Township of Mansfield to enter into such an agreement;

NOW, THEREFORE, BE IT RESOLVED that the Township of Mansfield Committee hereby authorizes the Mayor to execute a shared service agreement with Washington Township, Morris County for the Fire Prevention Inspections.

Mrs. Mora Dillon made a motion to approve the passage of Resolution 2017-150, which was seconded by Mr. Hayes.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters
Nays: None
Absent: None
Abstain: None

2017-151

A RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT WITH WASHINGTON TOWNSHIP,
MORRIS COUNTY FOR SMOKE AND CARBON MONOXIDE DETECTOR INSPECTIONS

WHEREAS, the Township of Mansfield is desirous of sharing services for Smoke and Carbon Monoxide Detector Inspections with Washington Township, Morris County; and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A 40A:65-1 et seq.) Empowers the Township of Washington and the Township of Mansfield to enter into such an agreement;

NOW, THEREFORE, BE IT RESOLVED that the Township of Mansfield Committee hereby authorizes the Mayor to execute a shared service agreement with Washington Township, Morris County for the Smoke and Carbon Monoxide Detector Inspections.

Mr. Hayes made a motion to approve the passage of Resolution 2017-151, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters
Nays: None
Absent: None
Abstain: None

2017-152

A RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT WITH WASHINGTON TOWNSHIP,
MORRIS COUNTY FOR TAX COLLECTOR SERVICES

WHEREAS, the Township of Mansfield is desirous of sharing services for Tax Collector Services with Washington Township, Morris County; and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A 40A:65-1 et seq.) Empowers the Township of Washington and the Township of Mansfield to enter into such an agreement;

NOW, THEREFORE, BE IT RESOLVED that the Township of Mansfield Committee hereby authorizes the Mayor to execute a shared service agreement with Washington Township, Morris County for the Tax Collector Services.

Mrs. Kocher made a motion to approve the passage of Resolution 2017-152, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters
Nays: None
Absent: None
Abstain: None

2017-153

A RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT WITH WASHINGTON TOWNSHIP,
MORRIS COUNTY FOR CONSTRUCTION CODE ENFORCEMENT SERVICES

WHEREAS, the Township of Mansfield is desirous of sharing services for Construction Code Enforcement Services with Washington Township, Morris County; and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A 40A:65-1 et seq.) Empowers the Township of Washington and the Township of Mansfield to enter into such an agreement;

NOW, THEREFORE, BE IT RESOLVED that the Township of Mansfield Committee hereby authorizes the Mayor to execute a shared service agreement with Washington Township, Morris County for the Construction Code Enforcement Services.

Mr. Hayes made a motion to approve the passage of Resolution 2017-153, which was seconded by Mrs. Mora Dillon.

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

Nays: None

Absent: None

Abstain: None

ORDINANCE:

2nd Reading:

ORDINANCE 2017-17

AN ORDINANCE TO AMEND CHAPTER 182-9 OF THE CODE OF THE TOWNSHIP OF MANSFIELD BY ADDING NEW SECTION (D) TO CLINIC SPORTS REGISTRATION FEES AND SCHOLARSHIPS

WHEREAS, the Township Committee of the Township of Mansfield has determined that there should be, within the Township of Mansfield; recreation registration fees.

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 recreation registration fees.

Section 1

Chapter 182-9 (D) of the Code of the Township of Mansfield is hereby amended to include a new section establishing Clinic Sports Registration Fees:

Chapter 182-9 (D)- Registration Late Fee:

(D) Registrations that are turned in after the close of the registration period will be assessed a \$25.00 late fee for all sports.

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.

Mr. Hayes made a motion to approve the passage of Ordinance 2017-17, which was seconded by Mrs. Mora Dillon.

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

Nays: None

Absent: None

Abstain: None

COMMITTEE PERSON COMMENTS:

Mr. Hayes requested that a letter be sent to Mr. Ed Watters and Mr. Keith Beam thanking them for their service to the Township DPW.

Mr. Misertino questioned the Tennis program and the hiring of relatives.

Mr. Misertino questioned the 20% increase for one of the employees and what we are doing for this.

Mrs. Mora Dillon stated that a rice notice will be being sent to the employee.

Mayor Watters left the meeting at 8:08 pm.

Mrs. Mora Dillon made a motion to adjourn at 8:10 pm.