

**AGENDA OF THE REGULAR MEETING OF THE TOWNSHIP COMMITTEE OF
MANSFIELD TOWNSHIP
NOVEMBER 21, 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:**

PROCLAMATION: Mansfield Recreation 5/6 Girls' Field Hockey Team

APPROVAL OF THE MINUTES

Executive Session- November 8, 2023
Regular Session- November 8, 2023

CLERK'S REPORT

FINANCE REPORT

EMPLOYEES' REPORTS

ENGINEER'S REPORT

PUBLIC PORTION

ORDINANCE - FIRST READING AND INTRODUCTION:

- #2023-26** Ordinance to Provide For and Determine Salaries and Wages for the Officers and Employees of the Township of Mansfield
- #2023-27** Ordinance Of The Township Of Mansfield, Repealing Ordinance #2023-18, An Ordinance Permitting The Licensing Of Food Trucks Within The Township And Establishing A Temporary Food License For Mobile Food Trucks Within The Township
- #2023-28** Ordinance Amending the Code to include a new chapter, entitled Chapter , Business Licenses and Regulations, Chapter , Business Insurance Registration

RESOLUTIONS (taken separately)

- #2023-297** Payment of Municipal Obligations

CONSENT AGENDA

- #2023-298** Resolution Accepting a Driveway Bond for 11 Mountain View Lane
- #2023-299** Resolution Accepting a Driveway Bond for 7 Mountain View Lane
- #2023-300** Resolution Accepting a Driveway Bond for 10 Mountain View Lane
- #2023-301** Resolution Accepting a Driveway Bond for 3 Oxford Way
- #2023-302** Resolution Authorizing to Accept a 2023 Subgrant Award- EMAA
- #2023-303** Resolution Authorizing to Utilize State Contract to Purchase Alcotest 9510
- #2023-304** Amending Resolution #2023-296, Authorizing Revision Of The Name And Title For The Part Time Temporary Help In The Municipal Court
- #2023-305** Resolution Authorizing Bay One To Perform Mechanical Work On Fire Truck

NEW BUSINESS

COMMITTEE PERSON COMMENTS

EXECUTIVE SESSION

#2023-306 Executive Session

RETURN TO REGULAR SESSION

ADJOURN



**PROCLAMATION FOR MANSFIELD RECREATION
5/6 GIRLS FIELD HOCKEY 2023 CONFERENCE CHAMPS**

WHEREAS, the 5/6 grade girls' field hockey team from Mansfield Recreation won the 2023 League Conference Championship; and

WHEREAS, this Championship was won because of the hard work and perseverance of the team and their coaches; and

WHEREAS, the 2023 5/6 grade girls' field hockey consisted of Elyssa Boykin, Brooklyn DeLuca, Siena DeLuca, Ellie Deming, Jayden Doyle, Samantha Foley, Emily Hade, Claire Hanson, Claudia Marusic, Georgia Mitchell, Angelina Parsons, Kara Sliker, Natalie Staada, Eiriann Sumski, Valerie Tomosieski, and Charley Wagner and coached by Deb Henson and Britt DeLuca; and

WHEREAS, many team members have been playing together since kindergarten and this conference win was a culmination of many years of practice and dedication by the players, coaches, and parents; and

WHEREAS, the highlight of the season was the last regular season game against Independence which the team needed a win to clinch first place in the conference; and

WHEREAS, this game was hard fought and tied 0-0 as the team entered the 4th quarter; and

WHEREAS, with five minutes left in the game, Natalie Stadda executed a perfect corner to Claire Hanson, who passed it to Siena DeLuca for the one-timer into the goal, which led to the 1-0 win and clinching the Conference.

NOW, THEREFORE BE IT RESOLVED, the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, hereby commend the players of the 5/6 grade Field Hockey Team, their coaches, and parents, not only for their successful season, but for their hard work, dedication, and commitment to the sport and to the principles of good sportsmanship and teamwork for which the Recreation program endorses.

Proclaimed this 21st day of November, 2023

Mayor Joseph Watters, Mansfield Township Committee

ORDINANCE # 2023 -26

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

Statement of Purpose

The purpose of this Ordinance is to establish a salary range for the officers and employees of the Township of Mansfield.

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:

Committee Members	\$ 3,000	\$ 4,950
Mayor	\$ 1	\$ 660
Deputy Mayor	\$ 1	\$ 330
Officer Manager	\$ 1,000	\$ 50,000
Qualified Purchasing Agent	\$ 0	\$ 4,000
Acting Qualified Purchasing Agent	\$ 0	\$ 2,000
Insurance Fund Commissioner	\$ 1,350	\$ 1,650
Registered Municipal Clerk	\$ 46,250	\$ 90,000
Acting Municipal Clerk	\$ 40,000	\$ 90,000
Part-Time Registered Municipal Clerk	\$ 0	\$ 46,000
Municipal Clerk Stipend	\$ 500	\$ 2,000
Elections Officer	\$ 150 / election	\$ 500 / election
Website Administrator	\$ 1,350	\$ 2,000
Deputy Clerk	\$ 21,000	\$ 60,000
Deputy Clerk	\$ 14 / hr.	\$ 18 / hr.
Depart. Of Health Deputy Registrar	\$ 21,000	\$ 35,655
Depart. Of Health Deputy Registrar	\$ 14 / hr.	\$ 18 / hr.
Chief Financial Officer	\$ 50,000	\$130,000
Acting Chief Financial Officer	\$ 9,000	\$ 65,000
Deputy Treasurer	\$ 9,000	\$ 25,000
Deputy Treasurer Stipend	\$ 500	\$ 5,000
Certified Tax Collector	\$ 0	\$ 65,000
Deputy Tax Collector	\$ 27,000	\$ 60,000
Alternate Deputy Tax Collector	\$ 1,000	\$ 2,750
Tax/Finance Clerk	\$ 16,216	\$ 19,820
Tax Search Officer	\$ 900	\$ 1,100
Tax Assessor	\$ 19,800	\$ 35,000
Certified Lists (Tax Assessor)	\$ 560	\$ 685
Assessment Search Officer	\$ 900	\$ 2,000
Tax Assessor Secretary	\$ 4,688	\$ 5,705
Municipal Housing Liaison	\$ 3,000	\$ 8,000
Open Space / Historical Secretary	\$ 233	\$ 450
Environmental Secretary	\$ 840	\$ 2,500
Land Use Board Secretary	\$ 10,000	\$ 18,000

Land Use Board Secretary (Shared Service)	\$ 3,000	\$ 7,000
Zoning Officer	\$ 20 / hr.	\$ 55 / hr.
Court Appearance by Zoning Officer	\$ 75 / appearance	\$ 95 / appearance
Police Chief	\$ 90,000	\$165,000
Police Secretary	\$ 22,000	\$ 57,000
Police Secretary (Temp or Part-Time)	\$ 14 / hr.	\$ 17 / hr.
Patrolmen	\$ 40,000	\$125,000
Sergeant	\$ 86,140	\$135,000
Lieutenant	\$ 88,494	\$145,000
Class II Special Officer	\$ 40,000	\$ 50,000
Police Officer (Temp/Part-Time)	\$ 3.50 / hr.	\$ 17 / hr.
Police Officer – Academy	\$ 0	\$ 40,000
Police Officer – Post Academy	\$ 0	\$ 46,000
Detective Stipend	\$ 1,000	\$ 2,000
Corporal Stipend	\$ 1,000	\$ 2,000
EMT Stipend	\$ 1,000	\$ 2,200
K-9 Officer Stipend	\$ 1,000	\$ 2,000
Director Emergency Management	\$ 2,334	\$ 3,000
Deputy Emergency Mgt. Director	\$ 500	\$ 700
Seasonal/Temporary EMT	\$ 17.00 / hr.	\$ 25.00 / hr.
DPW Superintendent	\$ 62,546	\$ 90,000
Assistant Dept. of Public Works Supervisor	\$ 250.	\$ 2,000
Machine Operator	\$ 30,000	\$ 75,000
Mechanic/Laborer	\$ 30,000	\$ 65,000
Part-Time Laborer/Snow Plow Driver	\$ 15 / hr.	\$ 35 / hr.
Part-Time Laborer/Snow Plow Driver with CDL	\$ 15 / hr.	\$ 45 / hr.
DPW Secretary	\$ 14 / hr.	\$ 17 / hr.
Certified Recycling Professional	\$ 2,000	\$ 2,500
Recycling Attendant	\$ 30 / hr.	\$ 55 / hr.
Clean Communities Coordinator	\$ 1,300	\$ 4,000
Judge	\$ 33,817	\$ 99,500
Court Administrator	\$ 43,479	\$ 85,600
Temporary Part-Time Certified Court Administrator	\$ 25 / hr.	\$ 45 / hr.
Interim Municipal Court Administrator	\$ 60,000	\$ 85,000
Deputy Court Administrator	\$ 25,000	\$ 75,000
Part-Time Violations Clerk	\$ 11 / hr.	\$ 21 / hr.
Temporary Violations Clerk	\$ 11 / hr.	\$ 15 / hr.
Call-Outs	\$ 50 / each	\$ 60 / each
Court Security	\$ 75 / session	\$ 165 / session
Stipend	\$ 50	\$ 3,000

ATTEST:

Wendy Barras
Township Municipal Clerk

Joseph Watters
Mayor

INTRODUCED/PASSED ON FIRST READING:

Roll Call Vote

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

PUBLISHED:
ADOPTED:

Roll Call Vote

Introduced	Seconded	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 November 21, 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 December 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 13th of December, 2023

Wendy Barras, Township Municipal Clerk

ORDINANCE #2023-27

ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY REPEALING ORDINANCE #2023-18, AN ORDINANCE PERMITTING THE LICENSING OF FOOD TRUCKS WITHIN THE TOWNSHIP AND ESTABLISHING A TEMPORARY FOOD LICENSE FOR MOBILE FOOD TRUCKS WITHIN THE TOWNSHIP

STATEMENT OF PURPOSE

The purpose of this Ordinance is to repeal Ordinance #2023-18 and to establish a temporary food license fee and requirements for mobile food trucks within the Township.

WHEREAS, the Township of Mansfield adopted Ordinance #2023-18, an Ordinance of the Township of Mansfield permitting the licensing of food trucks within the Township on July 26, 2023, and

WHEREAS, the aforementioned Ordinance lacked certain requiring factors and the Township has deemed it is in the best interest of the Township to repeal such Ordinance and establish a temporary food license for mobile food trucks within the Township; and

WHEREAS, the Township of Mansfield, for the health and safety of its residents, wishes to regulate and license food trucks operating at temporary events within the Township's borders; and

WHEREAS, the Township has determined the inclusion of a temporary food license for food trucks wishing to participate in any temporary single event within the Township; and

WHEREAS, the Township wishes to establish a fee and license requirements for such temporary food license for food trucks.

NOW, THEREFORE BE IT ORDAINED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that the Township Ordinance shall include:

SECTION 1

Purpose:

The Township Committee do hereby deem it necessary for the full protection of the health and safety of the Township that the licensing of mobile food vendors and/or vehicles be restricted in the Township of Mansfield.

SECTION 2

Definitions

As used in this chapter, the following terms shall have the meanings indicated:

Mobile Food Vendor

Any automobile, truck or motor-powered vehicle engaged in the business of selling cooked or prepared food to persons.

Mobile Food Vendor Licensee

Any license issued under this chapter for either a mobile food truck or a vehicular vehicle.

Temporary Event shall mean a singular event or celebration lasting no more than two (2) consecutive days.

Vehicular Vehicles

Any and all other types of vehicles engaged in the selling of cooked or prepared foods.

SECTION 3

License Required

No mobile food vendor or other vehicle engaged in the business of selling cooked or prepared foods in the Township

shall operate within the Township without first having obtained a temporary food license. Such temporary food license shall be issued by the Township Clerk for a temporary single event in which they are seeking a temporary food license. Each temporary food license is valid for a single event only in which it was issued unless sooner revoked by the Township Committee and shall be good as to only one vehicle. The license fee shall be set at twenty-five dollars (\$25.00) for each temporary food license application.

SECTION 4

Form of Application

All applications for the issuance of a license shall be made to the Township Clerk on the official forms designed to elicit information regarding the vehicle to be so used and the identification, responsibility, and law-abiding habits of the owner of the vehicle.

SECTION 5

Application Verified; Insurance

Each applicant for a license shall supply the information requested on the application in full and verify its correctness and file the completed application with the Office of the Township Clerk together with the full amount of the fees as hereinafter set forth. In addition, the applicant shall submit a drawing of the proposed location(s) of the food truck; a signed letter of approval by the current property owner; the applicant shall be fingerprinted by a Township approved facility; the applicant shall exhibit public liability insurance to the Township Clerk covering the vehicle to be licensed and for the term of the license applied for; the applicant shall submit proof of approvals and/or inspections from the Warren County Board of Health and the Township Fire Official.

SECTION 6

License Fee

The application fee for a temporary food license issued, shall be under the charge and control of the applicant applying therefore, and the applicant shall be responsible for the operation of the licensed vehicle. The application fee for each temporary food license shall be set at twenty-five dollars (\$25.00).

SECTION 7

Regulations Covering Parking

- A. No person shall stop, stand or park for the purpose of selling cooked or prepared foods in a public place or prohibited area within the Township unless authorized by the Township for a special or seasonal event. Mobile food truck operators shall provide written consent of the property owner/s submitted at the time of the application.
- B. The licensee shall see to it that all premises used by the vehicle shall be left in a clean and orderly state and that no waste or garbage from its operation be deposited or left remaining on any property or street located within the Township.

SECTION 8

Revocation of License

The Township Committee, or its designee, in its discretion, may refuse to issue or renew, or, after notice and hearing, may revoke or suspend any license if the applicant has been convicted of a crime in this or any other jurisdiction, or convicted of being a disorderly person or of a violation of Title 39, Motor Vehicles and Traffic Regulations of the Revised Statutes of New Jersey, or who has been dishonorably discharged from the Armed Forces of the United States of America, or who violates provision of this Chapter, or who has any judgement unsatisfied against him arising out of an automobile accident, or who is an alien citizen of any nation between whom and the United States of America a state of war exists, or who has made false answers in the application for such license, or who has not fully complied with all the requirements of this chapter, or if the vehicle licensed or to be licensed by any reason of unsafe or unsanitary conditions is dangerous to the health and safety of the people, or if the policy of insurance required to be exhibited under the terms of this chapter is not in full effect and force during the licensed period, or the applicant has failed to comply with any and all other laws of this Municipality, County or State.

SECTION 9

Display of License

Each vehicle licensed under the terms of this chapter shall have displayed the license issued in a conspicuous place fully visible to the public.

SETION 10

Approval by Township Committee

Upon approval by the Township Committee by resolution, the Township Clerk shall issue and sign the license in the official form.

SECTION 11

Prohibited Areas:

Mobile food vendors are prohibited in all commercial and retail zones.

SEVERABILITY:

If any section, paragraph or provision of this Ordinance is declared to be invalid by a court of competent jurisdiction, such finding shall not affect the remaining provisions hereof which shall remain in full force and effect.

REPEALER:

All ordinances inconsistent with the provisions of this Ordinance are repealed to the extent of such inconsistency.

EFFECTIVE DATE:

This Ordinance shall take effect upon final passage and publication as provided by law.

ATTEST:

Wendy Barras
Township Municipal Clerk

Joseph Watters
Mayor

INTRODUCED/PASSED ON FIRST READING:

Roll Call Vote

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

PUBLISHED:

ADOPTED:

Roll Call Vote

Introduced	Seconded	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 November 21 , 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 December 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 13th of December, 2023

Wendy Barras, Township Municipal Clerk

ORDINANCE NO. 2023- 28

ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AMENDING THE CODE OF THE TOWNSHIP OF MANSFIELD TO INCLUDE A NEW CHAPTER, ENTITLED **CHAPTER** , BUSINESS LICENSES AND REGULATIONS, **CHAPTER** , BUSINESS INSURANCE REGISTRATION

Statement Of Purpose

The purpose of this Ordinance is to enact a Business Registration within the Township of Mansfield to comply with requirements of P.L. 2022, c.92

WHEREAS, on August 5, 2022, Senate Bill S1368 was signed into law as P.L 2022, c.92, now codified as N.J.S.A. 40A:10A-2 (the "Law"); and

WHEREAS, the Law requires all business owners and rental unit owners to maintain a minimum of \$500,000 of liability insurance, and owner-occupied multi-family dwellings with four units or fewer must maintain a minimum of \$300,00 of liability insurance; and

WHEREAS, pursuant to the Law, municipalities are required to establish a business insurance registry for all business and rental unit owners; and

WHEREAS, pursuant to the Law, business and rental unit owners are required to provide municipalities with a certificate of insurance annually to establish compliance with the Law; and

WHEREAS, municipalities are permitted to charge an administrative fee in connection with such registration; and

WHEREAS, municipalities are permitted to enforce the provisions of the Law by imposing penalties; and

WHEREAS, the Township of Mansfield is desirous of establishing a business and insurance registry as required by the Law.

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

Section 1. The Code of Township of Mansfield is hereby amended and supplemented by adding a new **Chapter** entitled " Business and Insurance Registry," as follows:

CHAPTER BUSINESS AND INSURANCE REGISTRY

- § -1 Purpose
- § -2 Insurance required
- § -3 Business insurance registration
- § -4 Certificate of registration
- § -5 Penalties

- § -1 Purpose

N.J.S.A. 40A:10A-1, et seq. requires all business owners, owners of rental units, and owners of a multi-family home of four or fewer units, one of which is owner occupied, to maintain certain levels of liability insurance. That law further requires municipalities to establish a registry of all such individuals and entities and to annually collect proof of compliance with the provisions of the law. The purpose of this Chapter is to implement the requirements of the law within the Township of Mansfield.

§ -2 Insurance Required

1. Except as provided in **Section** -2B herein, business owners and owners of rental units located in the Township of Mansfield must maintain liability insurance for negligent acts and omissions in an amount not less than \$500,000 for combined property damage and bodily injury to, or death of, one or more persons in any one accident or occurrence.
2. Owners of multi-family dwellings with four or fewer units, one which is owner-occupied, must maintain liability insurance for negligent acts and omissions in an amount not less than \$300,00 for combined property damage and bodily injury to, or death of, one or more persons in any one accident or occurrence.

§ -3 Business insurance registration

Owners of businesses or rental units subject to the minimum liability insurance requirements set forth in this Chapter must annually register with the Township of Mansfield and provide a compliant certificate of insurance issued by the owner's insurance company. To complete the annual registration, the owner must file with the Township Municipal Clerk a completed registration with a copy of the required insurance certificate .

All new registration applications submitted under this Chapter, shall be accompanied by a \$25.00 administrative fee . Renewal registration applications shall be accompanied by a \$10.00 administrative fee. Registrations shall be for a one-year term commencing on January 1st and shall expire on December 31st of each year. Renewal registrations received after February 1st will be accessed a late fee of \$5.00 per month.

Annual registrations shall be due by January 3st of each calendar year , or within 30 days of registering the business or obtaining ownership of the rental units.

§ -4 Certification of registration

Upon satisfaction of the registration requirements in **Section** -3 hereof, the Township Municipal Clerk shall issue a certificate of registration to the owner n a form approved by the Township Municipal Clerk. This certificate of registration shall act as proof of compliance with this Chapter. A certificate of registration shall be valid for the calendar year in which it is issued.

§ -5 Penalties

If an owner fails to maintain the required level of insurance, or fails to file an annual registration, the owner shall be subject to penalties of \$100 for the first offense, \$200 for the second offense, and \$500 for a third or subsequent offense. This penalty may be collected through a summary proceeding pursuant to the "Penalty Enforcement Law of 1999", N.J.S.A. 2A:58-110, et seq. Each year that an owner fails to register or fails to maintain adequate insurance shall be deemed a separate offense.

Section 2. Severability

If any provision or portion of a provision of this Ordinance is held to be unconstitutional, preempted by Federal or State Law, or otherwise invalid by any court of competent jurisdiction, the remaining provisions of the ordinance shall not be invalidated and shall remain in full force and effect.

Section 3. Effective Date

This Ordinance shall take effect immediately upon adoption and publication as required by law.

ATTEST:

Wendy Barras
Township Municipal Clerk

Joseph Watters
Mayor

INTRODUCED/PASSED ON FIRST READING:

Roll Call Vote

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

PUBLISHED:

ADOPTED:

Roll Call Vote

Introduced	Seconded	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 November 21 , 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 December 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 13th of December, 2023

Wendy Barras, Township Municipal Clerk

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

AUTHORIZING PAYMENT OF BILLS LIST

NO. 297

ADOPTED: NOVEMBER 21, 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, County of Warren, State of New Jersey 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	\$ 571,710.36
CAPITAL	\$ 540.00
TRUST	\$ 0.00
DOG	\$ 1,010.00
RECREATION	\$ 0.00
GRANT-FEDERAL/STATE	\$ 2,216.69
DEV ESCROW	\$
OPEN SPACE	\$ 218,257.00
TAX PREMIUM	\$ 0.00
MANDATORY DEV	\$ 0.00
OUTSIDE EMPLOY	\$ 0.00
GRANT	\$
GREEN TEAM	
TOTAL	\$793,734.05

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 November 21, 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**

**A RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN AND STATE OF
NEW JERSEY, ACCEPTING A DRIVEWAY BOND FOR 11 MOUNTAIN VIEW LANE**

NO: 298

ADOPTED: NOVEMBER 21, 2023

WHEREAS, in accordance with Mansfield Township code section 167-11 (Certificate of Occupancy) no certificate of occupancy shall be issued unless the driveway has been completed in accordance with the approved plan; and

WHEREAS, notwithstanding anything to the contrary hereinbefore mentioned, a developer may, during the period from November 1 to April 15, apply for a certificate of occupancy and defer completion of a driveway in accordance with the approved plan; provided however, such developer posts a driveway bond with the Township of Mansfield; and

WHEREAS, Ryan Homes, the developer of the property located at 11 Mountain View Lane has submitted check number 625885 in the amount of \$ 1,500.00 representing the driveway bond for the project; and

WHEREAS, the Township Engineer has recommended the acceptance of said payment.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, and the State of New Jersey, that the driveway bond stated above submitted by Ryan Homes is hereby accepted. The Township Municipal Clerk is authorized and directed to forward a copy of this resolution to the developer.

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 November 21, 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**

**A RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN AND STATE OF
NEW JERSEY, ACCEPTING A DRIVEWAY BOND FOR 7 MOUNTAIN VIEW LANE**

NO: 299

ADOPTED: NOVEMBER 21, 2023

WHEREAS, in accordance with Mansfield Township code section 167-11 (Certificate of Occupancy) no certificate of occupancy shall be issued unless the driveway has been completed in accordance with the approved plan; and

WHEREAS, notwithstanding anything to the contrary hereinbefore mentioned, a developer may, during the period from November 1 to April 15, apply for a certificate of occupancy and defer completion of a driveway in accordance with the approved plan; provided however, such developer posts a driveway bond with the Township of Mansfield; and

WHEREAS, Ryan Homes, the developer of the property located at 7 Mountain View Lane has submitted check number 625886 in the amount of \$ 1,500.00 representing the driveway bond for the project; and

WHEREAS, the Township Engineer has recommended the acceptance of said payment.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, and the State of New Jersey, that the driveway bond stated above submitted by Ryan Homes is hereby accepted. The Township Municipal Clerk is authorized and directed to forward a copy of this resolution to the developer.

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 November 21, 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**

**A RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN AND STATE OF
NEW JERSEY, ACCEPTING A DRIVEWAY BOND FOR 10 MOUNTAIN VIEW LANE**

NO: 300

ADOPTED: NOVEMBER 21, 2023

WHEREAS, in accordance with Mansfield Township code section 167-11 (Certificate of Occupancy) no certificate of occupancy shall be issued unless the driveway has been completed in accordance with the approved plan; and

WHEREAS, notwithstanding anything to the contrary hereinbefore mentioned, a developer may, during the period from November 1 to April 15, apply for a certificate of occupancy and defer completion of a driveway in accordance with the approved plan; provided however, such developer posts a driveway bond with the Township of Mansfield; and

WHEREAS, Ryan Homes, the developer of the property located at 10 Mountain View Lane has submitted check number 625887 in the amount of \$ 1,500.00 representing the driveway bond for the project; and

WHEREAS, the Township Engineer has recommended the acceptance of said payment.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, and the State of New Jersey, that the driveway bond stated above submitted by Ryan Homes is hereby accepted. The Township Municipal Clerk is authorized and directed to forward a copy of this resolution to the developer.

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 November 21, 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**

**A RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN AND STATE OF
NEW JERSEY, ACCEPTING A DRIVEWAY BOND FOR 3 OXFORD WAY**

NO: 301

ADOPTED: NOVEMBER 21, 2023

WHEREAS, in accordance with Mansfield Township code section 167-11 (Certificate of Occupancy) no certificate of occupancy shall be issued unless the driveway has been completed in accordance with the approved plan; and

WHEREAS, notwithstanding anything to the contrary hereinbefore mentioned, a developer may, during the period from November 1 to April 15, apply for a certificate of occupancy and defer completion of a driveway in accordance with the approved plan; provided however, such developer posts a driveway bond with the Township of Mansfield; and

WHEREAS, Ryan Homes, the developer of the property located at 3 Oxford Way has submitted check number 625884 in the amount of \$ 1,500.00 representing the driveway bond for the project; and

WHEREAS, the Township Engineer has recommended the acceptance of said payment.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, and the State of New Jersey, that the driveway bond stated above submitted by Ryan Homes is hereby accepted. The Township Municipal Clerk is authorized and directed to forward a copy of this resolution to the developer.

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 November 21, 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**

**A RESOLUTION AUTHORIZING THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF
NEW JERSEY TO ACCEPT A SUBGRANT AWARD OF THE FEDERAL FISCAL YEAR 2023 OF
EMERGENCY MANAGEMENT PERFORMANCE GRANT AND EMERGENCY MANAGEMENT AGENCY
ASSISTANCE**

NO: 302

ADOPTED: NOVEMBER 21, 2023

WHEREAS, the Township of Mansfield Office of Emergency Management has been awarded State Homeland Security Grant Program Sub-grant AFN #97.042, Subgrant Award #FY23-EMPG-EMAA-2116 from the New Jersey Department of Law and Public Safety, Office of the Attorney General. The subgrant, consisting of \$10,000.00 Federal Award is for the purpose of enhancing the city's ability to prevent, protect against, respond to and recover from acts of terrorism, natural disasters and other catastrophic events and emergencies; and

WHEREAS, the Township of Mansfield will use these funds to enhance the Emergency Management Program and that the funds will be used for Emergency Management purposes; and

WHEREAS, the award period is from July 1, 2023 to June 30, 2024; and

WHEREAS, the subgrant award incorporates all conditions and representations contained or made in application and notice of award; and

WHEREAS, the Township of Mansfield's Office of Emergency Management, designated by the New Jersey State Police, Office of Emergency Management, has submitted an Application for Subgrant Award that has been required by the said New Jersey State Office of Emergency Management.

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

1. That the Committee accepts the award of the FFY23 Emergency Management Performance Grant Program (EMPG), Emergency Management Agency Assistance Subgrant (EMAA) in the amount of up to \$10,000.00 Federal Funds from the New Jersey State Police, Office of Emergency Management.
2. That the Chief Financial Officer and Director of Emergency Management are authorized to sign the appropriate subgrant award documents.
3. That copies of this resolution shall be forwarded to the New Jersey State Police, Office of Emergency Management, the Chief Financial Officer and the County Division of Emergency Management and Office of the Treasury.

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 November 21, 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**

**A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANSFIELD, WARREN
COUNTY, NEW JERSEY, AUTHORIZING TO UTILIZE STATE CONTRACT
20-TELE-00933 (WHICH EXPIRES FEBRUARY 23, 2024), FROM DRAGER, INC. TO PURCHASE NEW
JERSEY ALCOTEST 9510 EVIDENTIAL BREATH TEST SYSTEM FOR THE POLICE DEPARTMENT**

NO.303

ADOPTED: NOVEMBER 21, 2023

WHEREAS, the Township of Mansfield, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-72.9(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contract entered on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Township of Mansfield has a need to purchase an Alcotest 9510 Evidential Breath Test System; and

WHEREAS, Drager, Inc. has provided pricing for (1) Alcotest 9510 System including accessory equipment and services for a total cost not to exceed \$25,000.00 as per State Contract 20-TELE-00933; and

WHEREAS, the Chief Financial Officer has certified the availability of funds by encumbering said funds on Purchase Order Number 17-01260, budget account number C-04-44-215-0000-0003.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Mansfield authorize the purchase of an Alcotest 9510 Evidential Breath Test System from Drager, Inc. with a not to exceed amount of \$ 25,000.00.

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 November 21, 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**

**AMENDING RESOLUTION #2023-296, AUTHORIZING REVISION OF THE NAME AND TITLE
FOR THE PART TIME TEMPORARY HELP IN THE MUNICIPAL COURT**

NO.304

ADOPTED: NOVEMBER 21, 2023

WHEREAS, on November 8, 2023 the Township Committee of the Township of Mansfield adopted Resolution # 2023-296 authorizing the hiring of Rachel Edwards to provide temporary part time help in the Municipal Court;

WHEREAS, the purpose of this resolution is two- fold: Ms. Edwards' first name is spelled Raquel, and she is now using the surname of Najarian;

WHEREAS, secondly, the CFO was informed by the Richard Wenner, Esq. of Lavery, Selvaggi, Abromitis & Cohen, P.C. that Ms. Najarian must work under the job title of Deputy Court Administrator since the current Salary Ordinance for the Township of Mansfield does not contain a title or salary for temporary part-time help at the hourly salary previously approved for Ms. Najarian;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield does hereby adopt this Resolution which amends the name and title 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 November 21, 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**

**RESOLUTION AUTHORIZING BAY ONE TO PERFORM MECHANICAL
WORK ON FIRE TRUCK**

NO. 305

ADOPTED: November 21, 2023

WHEREAS, the Township Committee of the Township of Mansfield, County of Warren, has been apprised that Fire Truck 02 HME, Model 1871T, VIN # 44KFT42892WZ19890 needs mechanical repair;

WHEREAS, Bay One Truck and Equipment Repair, LLC, 349 Route 57 West, Washington, NJ 07882 has provided a quote of \$4,789.95 for repairs and labor for the above-mentioned fire truck;

WHEREAS, a purchase for goods and services less than \$17,500 can be approved by the CFO;

WHEREAS, the purpose of this resolution is to have the Township Committee approve going forward with the work on the above-mentioned truck;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield does hereby authorize the work above to be done by Bay One as stipulated in this resolution, and that the CFO is authorized to issue a purchase order for said work and make payment after the work is completed.

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 November 21, 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 Committee Meeting
Executive Session
November 21, 2023
Resolution No. 2023-306**

WHEREAS, the Open Public Meetings Act, P. L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain;

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, the Governing Body wishes to discuss:

Personnel Matter

1. DPW
2. Salary Increases

NOW THEREFORE BE IT RESOLVED, that the public be excluded from this meeting. Minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

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 November 21, 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

