

## **MANSFIELD TOWNSHIP COMMITTEE MEETING**

**September 23, 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 the Express Times of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

This meeting was held in person and on the Zoom platform. The Township Committee and the public were able to remotely hear the meeting audio.

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

Salute to the flag was done by all.

### **APPROVAL OF THE MINUTES**

Mrs. Mora Dillon made a motion to approve the September 9, 2020 Regular Session Minutes, which was seconded by Mr. Hayes.

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

Nays: None

Absent: None

Abstain: None

Mrs. Mora Dillon made a motion to approve the September 9, 2020 Executive Session Minutes, which was seconded by Mr. McGuinness.

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

Nays: None

Absent: None

Abstain: None

### **BILL LIST**

Mrs. Mora Dillon made a motion to approve the September 23, 2020 Bill List, which was seconded by Mr. Hayes.

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

Nays: None

Absent: None

Abstain: Mr. Farino

### **CLERK'S REPORT**

Ms. Hrebenak reported:

State Health Commission meeting – Will be held on October 13<sup>th</sup> at 9:00 am virtually for the Rockport Game Farm Barn on Rockport Road. Ms. Hrebenak will call into the virtual meeting.

Census – As of today, the Census count is 74.0% which has exceeded our 66.9% response rate from 2010. Another blurb has been posted on the website to get more responses.

Warren County Traffic Crash & Road Safety Assessments – A letter is in the packet about the data. Ms. Hrebenak has the full report in her office if anyone would like to review it.

Warren County Annual Planning Incentive Grant Program Submission – A copy has been provided for each Committee member.

JCP&L Rate Change – Copies of a letter were given to the Committee from Warrant County requesting the BPU to delay the vote for the JCP&L rate change. Due to all the power outages, they are requesting a proposal of improvements in our area and a detailed study.

Property Turnover – The Committee was given letter at the last meeting from a resident wanting to give her vacant property to the Township. There has been no mention of what the Committee would like to do regarding this property. Discussion of what Mr. Lavery stated at the last meeting took place. Tonight's Township attorney, Ms. Campbell, suggested the resident check with a title company to make sure there are no judgements or environmental issues with the property. One lot is 75' x 100' and the other is 50' x 100'.

Mr. Hayes made a motion for the Clerk to notify the resident of what is needed, which was seconded by Mrs. Mora Dillon.

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

Nays: None

Absent: None

Abstain: None

## **FINANCE REPORT**

Mrs. Mollineaux reported:

Resolution 137 for Max Spann – Additional paperwork may be needed so approval should be contingent upon additional paperwork.

2021 Budget Requests – Mrs. Mollineaux will send out the budget requests in the next couple of weeks.

3<sup>rd</sup> Quarter Revenues – Will be available for the next meeting.

Draft Audit – Mrs. Mollineaux went over comments with the auditor who will finalize and file it. It is due September 30<sup>th</sup>. Committee will receive a copy and the auditor will be either in person or on the next Zoom meeting to go over the audit with them.

Tax Sale – Mayor Watters asked when the tax sale will be. Mrs. Mollineaux stated it is scheduled for

November.

Max Spann – Once the contract is squared away, he will reach out to let the Committee know what the next steps are for the properties on the list. He can address the Committee on a Zoom call to let them know what the next steps are.

### **EMPLOYEES' REPORTS**

Mrs. Fascenelli reported:

Tax Sale Date – Tax Sale for 2019 for unpaid taxes is scheduled for November 20, 2020.

### **ENGINEER'S REPORT**

Mr. Kastrud reported DOT updates:

Watters and Heiser Roads – Mr. Kastrud will follow up tomorrow with DOT to see if payments can be in prior to the audit.

Janes Chapel Road – We expect to hear by late September into October so you'll know before finalizing your 2021 budget if we will have additional funds.

Locally Owned Roads and Bridges – In addition to the road inventory that Mr. Kastrud and Mr. Snyder have been working on, they received another request today from the DOT requesting information about locally owned roads and bridges that have been repaired under emergency circumstances. Mr. Kastrud will get together with Mr. Snyder to work on which have been repaired. There has been one at Bright Road.

Bright Road – Mr. Kastrud will follow up on the submitted grant to see when we will expect to hear whether we will receive funds for the project.

Hazen Road Culvert – Mayor Watters stated that Ms. Hrebenak has the report and will speak to Mr. Kastrud tomorrow about the culvert into Diamond Hill.

### **PUBLIC PORTION**

Mayor Watters opened the public portion of the meeting.

Bill Sosis, 15 Brantwood Terrace, stated he sent a letter to the Committee asking they repeal Ordinance 2018-02 on the public's common law right to video record open public meetings due to the restrictions, penalties, and imprisonment. He asked that the Committee consider it.

Mayor Watters asked for further public comments; seeing none, the public portion was closed.

### **RESOLUTIONS**

RESOLUTION 2020-131

MANSFIELD TOWNSHIP LIQUOR  
LICENSE RENEWAL 2020-2021

**WHEREAS**, the following establishments have made application for renewal of Liquor Licenses for the license term 2020-2021:

- |    |                                    |                  |
|----|------------------------------------|------------------|
| 1. | Tap House Grill                    | #2116-33-001-004 |
| 2. | Mansfield Bottle King              | #2116-44-003-006 |
| 3. | New Jersey Cinema Investments, LLC | #2116-33-002-004 |
| 4. | Pasta Grill Mansfield LLC          | #2116-33-009-008 |
| 5. | Bhavind Kartik, LLC                | #2116-33-006-007 |

**WHEREAS**, the appropriate fees have been paid to the Municipality and the State of New Jersey Division of Alcoholic Beverage Control; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Mansfield Township Committee that the foregoing Liquor License Applications be approved for the licensing year 2020-2021.

**RESOLUTION NO. 2020-132**

**To authorize the refund of tax overpayments and tax cancellation  
TOTAL DISABLED VETERAN**

**WHEREAS**, Arnold Solomon is the owner of real property located at 9 Elmwood Drive, known as Block 1906 Lot 12, within the Township of Mansfield, County of Warren, State of New Jersey; and

**WHEREAS**, the owner of the aforementioned property is qualified as a totally disabled veteran as of August 31, 2020 and is therefore tax exempt the need to refund overpaid taxes and adjust future tax bills; and

**WHEREAS**, the owner of said property, Arnold Solomon has paid taxes through and including the 3<sup>rd</sup> Quarter of 2020; and

**WHEREAS**, NJSA 54:4-3.32 authorizes the refund of taxes paid from the qualifying date of the exemption, August 31, 2020;

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, that the tax overpayment in

the amount of **\$442.81** shall be refunded and shall be made payable to:  
Arnold Solomon  
9 Elmwood Drive  
Hackettstown, NJ, 07840

And the Tax Collector be directed to adjust the current and future tax records as necessary to reflect the 100% Disabled Veteran's Exemption.

**RESOLUTION 2020-133**

**AUTHORIZING PURCHASING FROM WARREN COUNTY CO-OP #WC2035 FOR ROCK SALT OR SOLAR SALT FROM ATLANTIC SALT, INC., 134 MIDDLE STREET, SUITE 210, LOWELL, MA 01852**

**WHEREAS**, the Township of Mansfield wishes to purchase Rock Salt or Solar Salt under the Warren County Co-Op; and

**WHEREAS**, Warren County Co-Op Pricing System awarded a contract to Atlantic Salt, Inc., 134 Middle Street, Suite 210, Lowell, MA 01852; and

**WHEREAS**, the Chief Financial Officer has certified that funds are requested for \$ 30,000.00 and the line item appropriation to be charged is 0-01-26-291-0000-5210 Snow – Road Salt in the amount of \$ 30,000.00; 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 authorize the purchase of these ice deterrent products through the Warren County Co-Op Pricing System.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Mansfield that the Chief Financial Officer be authorized to issue a purchase order to Atlantic Salt, Inc., 134 Middle Street, Suite 210, Lowell, MA 01852.

RESOLUTION # 2020 –134  
REFUND OF RECREATION REGISTRATION  
TOWNSHIP OF MANSFIELD  
WARREN COUNTY, STATE OF NEW JERSEY

**WHEREAS**, Mr. & Mrs. Lemp paid via credit card on 7/22/20 for one (1) Flag Football registration with the Township of Mansfield, County of Warren; and

**WHEREAS**, their child will not be participating in the Flag Football program; and

**WHEREAS**, a refund cannot be issued against the credit card at this time,

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

RESOLUTION # 2020 –135  
REFUND OF A LAND USE BOARD APPLICATION  
LOT LINE ADJUSTMENT  
TOWNSHIP OF MANSFIELD

WARREN COUNTY, STATE OF NEW JERSEY

**WHEREAS**, Bear Creek Properties, LLC. issued a check dated 4/17/17 with the Township of Mansfield, County of Warren,  
**WHEREAS**, the applicant has withdrawn the application and there remains a balance of \$ 1,022.50 in the escrow account,  
**WHEREAS**, the Land Use Board Engineer has determined that the escrow balance can be refunded,  
**NOW, THEREFORE, BE IT RESOLVED**, that the Township Finance Office be authorized to refund the amount of \$ 1,022.50 to Bear Creek Properties, LLC.

**RESOLUTION # 2020 –136  
TO AUTHORIZE AND APPROVE AN HOURLY RATE FOR AN EMPLOYEE**

**WHEREAS**, Ordinance # 2019-09 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 2020, unless otherwise noted, in the amount as designated below:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Travis Branche	Machine Operator	\$ 41,000.00 Commencing 10/5/20
Travis Branche	Recycling Attendant	\$ 41.42/Hr.

**RESOLUTION 2020- 137**

**TOWNSHIP OF MANSFIELD**

**WARREN COUNTY, NEW JERSEY**

**WHEREAS**, there exists a need for Auction Marketing Services for the Township of Mansfield; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:1 1-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Mansfield, in the County of Warren as follows:

1. The Professional Services Agreement with Max Spann R.E. & Auction Company, P.O. Box 4992, Clinton, New Jersey 08809 (a New Jersey licensed real estate broker) is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:1 1-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law. A copy of the Agreement is on file for inspection with the Clerk

of the Township of Mansfield.

2. Max Spann R.E. & Auction Company shall provide the following services in connection with the listing and auctioning of the Properties the municipality wishes to sell during the term of this Agreement:
  - (a) Advertise the auction in media deemed most effectual and appropriate by Max Spann R.E. & Auction Company.
  - (b) Furnish a qualified Auctioneer.
  - (c) Post and circulate promotional material on the properties promoting the auction.
  - (d) Take any and all other action reasonably calculated in conformance with N.J.S.A. 40A;12-13 to effect an advantageous sale of the properties in accordance with the terms of the agreement.
3. The Township of Mansfield is not responsible for payment of any brokerage commissions. Max Spann R.E. & Auction Company will charge a ten percent (10%) buyer's premium to be added to the sale price payable solely by the purchaser.
4. A notice of this action shall be printed once in the Star-Gazette.

**RESOLUTION # 2020-138**  
**Endorsement of Redeemed Municipal**  
**Tax Sale Certificate**

TOWNSHIP OF MANSFIELD  
WARREN COUNTY, STATE OF NEW JERSEY

**BE IT RESOLVED**, by the Township Committee of the Township of Mansfield that the following Tax Sale Certificate, held by the Township, having been paid and satisfied in full pursuant to N.J.S.A. 54:5-59; the Mayor and Township Clerk are hereby authorized and directed to endorse same for cancellation, affix the Township Seal, and return same to the Tax Collector for delivery to the property owner or legal representative pursuant to N.J.S.A. 54:5-55.

<b>Tax Sale Certificate Number</b>	<b>Block / Lot</b>	<b>Original Certificate Amount</b>
19-00014	2708 / 13	\$104.74

**RESOLUTION # 2020-139**  
**Endorsement of Redeemed Municipal**

## Tax Sale Certificate

TOWNSHIP OF MANSFIELD  
WARREN COUNTY, STATE OF NEW JERSEY

**BE IT RESOLVED**, by the Township Committee of the Township of Mansfield that the following Tax Sale Certificate, held by the Township, having been paid and satisfied in full pursuant to N.J.S.A. 54:5-59; the Mayor and Township Clerk are hereby authorized and directed to endorse same for cancellation, affix the Township Seal, and return same to the Tax Collector for delivery to the property owner or legal representative pursuant to N.J.S.A. 54:5-55.

<b>Tax Sale Certificate Number</b>	<b>Block / Lot</b>	<b>Original Certificate Amount</b>
19-00015	2708 / 21	\$175.02

**RESOLUTION NO 2020-140  
TOWNSHIP OF MANSFIELD  
WARREN COUNTY, NEW JERSEY**

**Resolution of the Township of Mansfield, County of Warren and State of New Jersey, authorizing to award a contract for the manufacturing and installation of 26 windows to be installed at the Police/Municipal Building located at 100 Port Murray Road, Port Murray, New Jersey**

**WHEREAS**, the Township of Mansfield needs to replace 26 windows at the Police/Municipal Building located at 100 Port Murray Road, Port Murray, New Jersey 07865; and

**WHEREAS**, in accordance with Local Public Contract Law, the Township of Mansfield received three (3) quotes for this project from equivalent vendors; and

**WHEREAS**, the contract was awarded to Royal Prime Window Specialists Inc., 742 Fairfield Avenue, Kenilworth, New Jersey 07033 in the amount of \$ 25, 610.00.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, Warren County, New Jersey, to authorize Royal Prime Window Specialists Inc., 742 Fairfield Avenue, Kenilworth, New Jersey 07033 to manufacture and install 26 windows at the Police/Municipal Building located at 100 Port Murray Road, Port Murray, New Jersey 07865 not to exceed \$ 25,610.00.

RESOLUTION 2020-141

RESOLUTION

APPOINTMENT OF SUBSTITUTE PUBLIC DEFENDERS

WHEREAS, the position of Municipal Public Defender is filled by persons providing services; and



WHEREAS, the need may arise to have a substitute Public Defender or to have more than one Public Defender for a case; and

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

Gregory Gianforcaro, Steven Dunbar, and Chad Williams be appointed as Substitute Municipal Public

**RESOLUTION # 2020-142**  
**Endorsement of Redeemed Municipal**  
**Tax Sale Certificate**

TOWNSHIP OF MANSFIELD  
WARREN COUNTY, STATE OF NEW JERSEY

**BE IT RESOLVED**, by the Township Committee of the Township of Mansfield that the following Tax Sale Certificate, held by the Township, having been paid and satisfied in full pursuant to N.J.S.A. 54:5-59; the Mayor and Township Clerk are hereby authorized and directed to endorse same for cancellation, affix the Township Seal, and return same to the Tax Collector for delivery to the property owner or legal representative pursuant to N.J.S.A. 54:5-55.

<b>Tax Sale Certificate Number</b>	<b>Block / Lot</b>	<b>Original Certificate Amount</b>
17-00078	2701 / 15	\$ 382.87

**RESOLUTION 2020-143**  
**TOWNSHIP OF MANSFIELD**  
**WARREN COUNTY, NEW JERSEY**

**RESOLUTION OBJECTING TO THE PROPOSED DIVERSION OF CLEAN COMMUNITIES AND RECYCLING  
GRANT FUNDS AS PROPOSED IN THE STATE FISCAL YEAR 2021 BUDGET**

**WHEREAS**, Governor Murphy has proposed to divert \$12 million from the State Recycling Fund and \$10 million from the Clean Communities Trust Fund in the State Fiscal Year 2021 budget; and

**WHEREAS**, Governor Murphy proposes to utilize said funding for State Parks Management Cost; and

**WHEREAS**, last Fiscal year, the Clean Communities Trust Fund provided \$17.3 million in grants to support municipal anti-litter programs, beach clean-ups, stream clean-ups, and other local environmental activities; and

**WHEREAS**, the State Recycling Fund provides an estimated \$24 million to municipalities and counties to fund mandated recycling services; and

**WHEREAS**, international markets for recycled materials have all but collapsed, and not enough domestic market capacity exists. This market crisis has resulted in tipping fees for single stream recycling in the range of \$75.00 - \$100.00 per ton and higher; and

**WHEREAS**, the Governor's proposed reallocation of \$12 million to Parks Management from the State Recycling Fund will severely cut the grant amounts available and will have a negative impact on local budgets, as recycling is mandated by State Law.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey opposes the proposed reallocation of \$12 million dollars from the State Recycling Fund and \$10 million dollars from the Clean Communities Trust Fund to offset State Parks Management Cost.

**BE IT FURTHER RESOLVED**, that the Township Clerk be and is hereby directed to forward a certified copy of this Resolution to Governor Murphy, Assemblyman John DiMaio, Assemblyman Erik Peterson, Senator Michael Doherty, County of Warren Freeholders, and the County of Warren Municipalities.

DATED September 23, 2020

Mr. Hayes made a motion to approve Resolutions 2020-131 – 2020-143 with the notation of 2020-137 contingent upon receiving additional paperwork, which was seconded by Mrs. Mora Dillon

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

Nays: None

Absent: None

Abstain: None

### **COMMITTEE REPORTS**

Mrs. Mora Dillon asked if the Committee should invite Mansfield Fire Department to come here to discuss their request for funding for air packs due to being turned down for the Federal Grant.

Bill Hotz – Mrs. Mora Dillon asked about Mr. Hotz request. Ms. Hrebenak stated that the information was just received so it can be addressed at the next meeting.

### **EXECUTIVE SESSION**

Mayor Watters announced moving into Executive Session.

Mr. Hayes made a motion to move into Executive Session, which was seconded by Mrs. Mora Dillon.

Ms. Campbell stated the Executive Session discussion will include:

- Contractual matter dealing with fire department and EMS
- Contractual matter dealing with a developer's agreement

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

Nays: None

Absent: None

Abstain: None

### **RETURN FROM EXECUTIVE SESSION**

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

Mayor Watters announced the return from Executive Session at 8:38 pm.

Ms. Campbell announced the following was discussed in Executive Session:

- Contractual regarding the fire department and EMS
- Contractual regarding the developer's agreement for the Meadows at Mansfield

The minutes for Executive Session will be available at such time the need for confidentiality no longer exists.

Mayor Watters asked if the Committee was ready to move on the part-time employee and asked for a motion.

Mrs. Mora Dillon made a motion to authorize Mr. Snyder interviews for hire for the part time position, which was seconded by Mr. Farino.

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

Nays: None

Absent: None

Abstain: None

Mrs. Mora Dillon made a motion to adjourn at 8:39 pm, which was carried by all.