



**AGENDA OF THE REGULAR MEETING OF THE TOWNSHIP COMMITTEE OF
THE TOWNSHIP OF MANSFIELD**

JULY 10, 2024

7:30 PM

This is a regular meeting of the Township of Mansfield Committee. This meeting is being held in compliance with the "OPEN PUBLIC MEETINGS ACT", because adequate notice of this meeting has been provided by notifying the Express Times NJ Zone and The Daily Record, and by posting notice of such meeting in the Municipal Building and by filing of said notice with the Township Clerk of the Township of Mansfield. Formal action may be taken at this meeting.

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 the Township of Mansfield. There may be additions or deletions prior to the Committee taking final action.

ROLL CALL:

SALUTE TO FLAG:

APPROVAL OF THE MINUTES

Executive Session- June 26, 2024

Regular Session- June 26, 2024

CLERK'S REPORT

FINANCE REPORT

EMPLOYEES' REPORTS

ENGINEER'S REPORT

PUBLIC PORTION

ORDINANCE: PUBLIC HEARING AND SECOND READING

#012-2024 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

#013-2024 An Ordinance Amending and Supplementing Chapter 167 – Driveways – To Incorporate Certain Requirements Related to Driveway Bonds, as Recommended by Township Engineer

RESOLUTIONS (taken separately)

#172-2024 Resolution Authorizing Payment of Municipal Obligations

PUBLIC PORTION – CONSENT AGENDA ONLY

CONSENT AGENDA

#173-2024 Resolution Accepting Landscaping Bond for 4 Mountain View Lane

NEW BUSINESS

COMMITTEE PERSON COMMENTS

EXECUTIVE SESSION

#174-2024 Executive Session

RETURN TO REGULAR SESSION

ADJOURN



TOWNSHIP OF MANSFIELD
COUNTY OF WARREN

ORDINANCE 012-2024

AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN,
STATE OF NEW JERSEY, TO PROVIDE FOR AND DETERMINE THE SALARIES AND
WAGES FOR THE OFFICERS AND EMPLOYEES AND METHOD OF PAYMENT OF SUCH SALARIES

STATEMENT OF PURPOSE

The purpose of this Ordinance is to set the salary for the Full Time Assistant Chief Financial Officer and Full Time Deputy Tax Collector positions.

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:

| | | | |
|--|-------------|----|-------------|
| Full-Time Deputy Tax Collector | \$0.00 | TO | \$60,000.00 |
| Full- Time Assistant Chief Financial Officer | \$40,000.00 | TO | \$90,000.00 |

SECTION II.

Repealer. Any article, section, paragraph, subsection, clause, or other provision of the Code of the Township of Mansfield inconsistent with the provisions of this Ordinance is hereby repealed to the extent of such inconsistency.

SECTION III.

Severability. The various parts, sections, and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section, or clause is adjudged to be unconstitutional or invalid by a court of competent jurisdiction the remainder of this Ordinance shall remain in full force and effect.

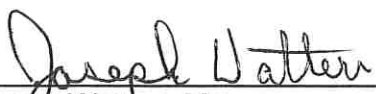
SECTION IV.

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

ATTEST:

TOWNSHIP OF MANSFIELD:


Wendy Barras, Township Municipal Clerk


Joseph Watters, Mayor

Motion: Introduce Ordinance Moved by: Mc Guinness; Seconded by: Mora Dillon
Vote: Motion carried by roll call vote (Summary: Yes=4)
Yes: Farino, Mc Guinness, Mora Dillon, Watters
No:
Abstain:
Absent: Hayes

Introduced: June 26, 2024
Published: July 2, 2024
Public Hearing: July 10, 2024

Motion: Adopt Ordinance Moved by: ; Seconded by:
Vote: Motion carried by roll call vote (Summary: Yes=)
Yes:
No:
Abstain:
Absent:

Adopted:
Published:

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 day of , 2024.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD
COUNTY OF WARREN

ORDINANCE 013-2024

ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 167 – DRIVEWAYS – TO INCORPORATE CERTAIN REQUIREMENTS RELATED TO DRIVEWAY BONDS, AS RECOMMENDED BY THE TOWNSHIP ENGINEER

STATEMENT OF PURPOSE

The purpose of this Ordinance is to amend and supplement Chapter 167- Driveways, and to incorporate certain requirements related to driveway bonds, as recommended by the Township Engineer

WHEREAS, the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey wishes to amend Chapter 167 entitled “Driveways” to incorporate certain escrow-related requirements and language that would simplify the process for the applicants wishing to get a Certificate of Occupancy; and

WHEREAS, the Township Committee believes that such amendments are in the best interest of the Township and its residents.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that Chapter 167 – Driveways – is hereby amended and supplemented to incorporate certain requirements related to driveway bonds, pursuant to the recommendation from the Township Engineer.

SECTION I:

Additions to this Section shall be delineated by underlined text, thusly.

Deletions to this Section shall be delineated by strikethrough text, ~~thusly~~.

§ 167-2. Permit Required.

- A. Required. No person shall construct, reconstruct, or enlarge a driveway on their property and/or into any public street or highway without first having received a permit to do so from the Township.
- B. [. . .]

§ 167-7. Storm Drainage and Stormwater Control.

- A. Provisions for existing structures. Driveway design shall include provisions for storm drainage within the driveway and where it crosses existing roadside ditches or drainage structures.
- B. Drainage design. Storm drainage provisions shall be designated in accordance with the provisions of Article IX, Drainage, of Chapter 361, Design and Performance Standards, of the Township Code.
- C. Driveway design shall include stormwater control as required by the provisions of Article III, Stormwater Control, Chapter 293, Stormwater Management, of the Township Code.

§ 167-10. Application Procedure.

- A. Class I, single-family dwellings not part of a major subdivision. The application and accompanying data shall be submitted in triplicate to the Township Engineer, who shall review the plan and shall do one of the following:
 - (1) Approve the plan if all requirements of this chapter have been met.
 - (2) Return the application to the applicant for additional data with a clear statement of the additional data required. Additional review escrow may also be required.
 - (3) Disapprove the application, clearly stating the reasons for disapproval.
- B. Class II and III, all other applications. The application and accompanying data shall be submitted in

triplicate at the time of final subdivision or site plan application or at the time of building permit application if a subdivision or site plan is required, to the Township Engineer who shall review the plan and shall do one of the following:

- (1) Approve the plan if all requirements of this chapter have been met.
- (2) Return the application to the applicant for additional data with a clear statement of the additional data required. Additional review escrow may also be required.
- (3) Disapprove the application, clearly stating the reasons for disapproval.

§ 167-11. Certificate of Occupancy.

No certificate of occupancy shall be issued unless all driveways on the lot or site have been completed in accordance with the approved plan. Inspection to assure compliance will be done by the Township Engineer, except that Class I driveways shall be inspected by the Zoning Officer. Notwithstanding anything to the contrary hereinbefore mentioned, an applicant may, ~~during the period from November 1 to April 15,~~ apply for a certificate of occupancy and defer completion of a driveway on the lot or site in accordance with the approved plan; provided, however, such applicant posts a performance guarantee with the Township or in lieu thereof, cash in an amount equal to 120% of the performance guarantee estimate prepared by the Township Engineer of the cost of completing construction of the driveway. The Township Engineer in arriving at the performance guarantee estimate shall be guided by the surface and other applicable provisions of this chapter, together with the design standards set forth in Chapter 361, Design and Performance Standards, of this Code.

§ 167-12. Fees.

- A. The applicant shall pay an application fee in the amount of \$150, together with an escrow deposit in the amount of \$700 to cover engineering review and inspections. Additional review escrow may be required if the application is deemed incomplete wherein information and or documentation as defined in § 167-9 necessary for a complete review and approval is missing and must be requested in order to continue the review process. Furthermore, if the applicant requests to defer completion of the driveway for certificate of occupancy, additional escrow may be requested to prepare and approve the performance bond as described in section 167-11. Additional inspection escrow may be required if there is any deviation from the approved plan. Any unused escrow shall be returned to the applicant upon approval of the driveway installation.
- B. [. . .]

SECTION II.

Repealer. Any article, section, paragraph, subsection, clause, or other provision of the Code of the Township of Mansfield inconsistent with the provisions of this Ordinance is hereby repealed to the extent of such inconsistency.

SECTION III.


Severability. The various parts, sections, and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section, or clause is adjudged to be unconstitutional or invalid by a court of competent jurisdiction the remainder of this Ordinance shall remain in full force and effect.

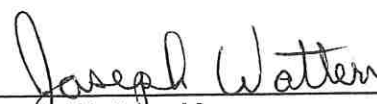
SECTION IV.

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

ATTEST:

TOWNSHIP OF MANSFIELD:


Wendy Barras, Township Municipal Clerk


Joseph Watters, Mayor

Motion: Introduce Ordinance Moved by: Mc Guinness; Seconded by: Mora Dillon
Vote: Motion carried by roll call vote (Summary: Yes=4)
Yes: Farino, Mc Guinness, Mora Dillon, Watters
No:
Abstain:
Absent: Hayes

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Vote: Motion carried by roll call vote (Summary: Yes=)
Yes:
No:
Abstain:
Absent:

Adopted:
Published:

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 day of , 2024.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD
COUNTY OF WARREN

RESOLUTION 172-2024

A RESOLUTION AUTHORIZING PAYMENT OF BILLS LIST

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:

| BILLS LIST | |
|--------------------------|------------------------|
| CURRENT- 3-01 | \$ 25.00 |
| CURRENT- 4-01 | \$ 1,438,505.10 |
| GENERAL CAPITAL FUND | \$ 2,796.00 |
| FEDERAL/STATE GRANT FUND | \$ 1,787.09 |
| OPEN SPACE TRUST | \$ 116.50 |
| DOG FUND | \$ 19.80 |
| GREEN TEAM DONATIONS | \$ 20.00 |
| OTHER TRUST | \$ 516.77 |
| TOTAL | \$ 1,443,786.26 |

Motion: Approve Resolution Moved by: _____ ; Seconded by:

Vote: Motion carried by roll call vote (Summary: Yes=)

Yes:

No:

Abstain:

Absent:

I, Wendy Barras, Township Municipal Clerk of the Township of Mansfield, in the County of Warren, State of New Jersey hereby certify this to be a true copy of the action of the Governing Body, at its' Regular Meeting held on July 10, 2024. Witness my hand this _____ day of July, 2024.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD
COUNTY OF WARREN

RESOLUTION 173-2024

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN, STATE OF NEW JERSEY ACCEPTING A LANDSCAPING BOND FOR 4 MOUNTAIN VIEW LANE

WHEREAS, in accordance with the August 9, 2016, Developer's Agreement between the Township of Mansfield and Meadows at Mansfield, LLC (Section 3.4) no Certificate of Occupancy temporary or permanent, shall be issued until completion of all required improvements for that applicable Certificate of Occupancy has been certified to the Township Committee by the Township Engineer; and

WHEREAS, the Township Engineer has determined that the developer has not completed all the necessary landscaping at 4 Mountain View Lane in accordance with the site plan and is required to post a Landscaping Bond with the Township of Mansfield; and

WHEREAS, Ryan Homes, the developer of the property located at 4 Mountain View Lane has submitted check number 687688 in the amount of \$1,500.00 representing the landscaping bond; 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, State of New Jersey, that the landscaping 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.

Motion: Approve Resolution Moved by: _____ ; Seconded by:
Vote: Motion carried by roll call vote (Summary: Yes=)

Yes:
No:
Abstain:
Absent: Hayes

I, Wendy Barras, Township Municipal Clerk of the Township of Mansfield, in the County of Warren, State of New Jersey hereby certify this to be a true copy of the action of the Governing Body, at its Regular Meeting held July 10, 2024. Witness my hand this _____ day of _____, 2024.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD
COUNTY OF WARREN

RESOLUTION 174-2024

**RESOLUTION AUTHORIZING EXECUTIVE SESSION OF THE
TOWNSHIP COMMITTEE**

WHEREAS, the Township Committee of the Township of Mansfield is authorized, pursuant to N.J.S.A. 10:4-12 to exclude the public from that portion of this meeting for purposes of discussing specific matters as permitted by N.J.S.A. 10:4-12; and;

WHEREAS, the Township Committee of the Township of Mansfield intends to discuss certain matters which are deemed confidential pursuant to N.J.S.A. 10:4-12, in Executive Session; and

WHEREAS, at this time the Township Committee of the Township of Mansfield cannot determine the time when the discussion to be held in Executive Session will be made public, but will disclose the minutes of the Executive Session when the need for confidentiality no longer exists.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, that this meeting shall be adjourned to an Executive Session and the public will be excluded in order that the Township Committee of the Township of Mansfield may discuss the items listed below:

Attorney Client Privilege

Brickyard Road Bridge Inquiry

Motion: Approve Resolution Moved by: _____ ; Seconded by:
Vote: Motion carried by roll call vote (Summary: Yes=)

Yes:
No:
Abstain:
Absent:

I, Wendy Barras, Township Municipal Clerk of the Township of Mansfield, in the County of Warren, State of New Jersey hereby certify this to be a true copy of the action of the Governing Body, at its Regular Meeting held on July 10, 2024. Witness my hand this _____ day of _____, 2024.

Wendy Barras, Township Municipal Clerk