

**TOWNSHIP OF MANSFIELD COMMITTEE MEETING
OFFICIAL MINUTES
AUGUST 28, 2024**

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.

The Regular Meeting was called to order at 7:30 pm by Mayor Watters who read the "Sunshine Statement" indicating the meeting was being held in accordance with the Open Public Meetings Act.

ROLL CALL

Present: Mr. Farino, Mr. Hayes, Mr. Mc Guinness, Mayor Watters

Absent: Mrs. Mora Dillon

Also, present were Township Attorney Michael Lavery, Township Clerk Wendy Barras, Police Chief MacDonough, Deputy CFO JoAnn Fascenelli, Deputy Clerk Illena Raffaele, and Acting DPW Supervisor Appleby.

There were four (4) members of the public present.

SALUTE TO THE FLAG: Mayor Watters led the flag salute.

APPROVAL OF MINUTES

August 14, 2024 – EXECUTIVE SESSION

Mr. Hayes , seconded by Mr. Mc Guinness made a motion to approve the Executive Session meeting minutes from August 14, 2024.

RECORDED VOTE

Aye: Mr. Farino, Mr. Hayes, Mr. Mc Guinness, Mayor Watters

Nay: XXXXXX

Absent: Mrs. Mora Dillon

Abstain: XXXXXX

August 14, 2024 – REGULAR SESSION

Mr. Mc Guinness , seconded by Mr. Hayes made a motion to approve the Regular Session meeting minutes from August 14, 2024.

RECORDED VOTE

Aye: Mr. Farino, Mr. Hayes, Mr. Mc Guinness, Mayor Watters

Nay: XXXXXX

Absent: Mrs. Mora Dillon

Abstain: XXXXXX

CLERK'S REPORT – No report given at this time.

FINANCE REPORT - No report given at this time.

EMPLOYEE'S REPORT – No report given at this time.

ENGINEER'S REPORT – No report given at this time.

PUBLIC PORTION

Mayor Watters opened the Public Portion of the meeting for public comments.

Seeing no one else wishing to comment, the Public Portion was closed.

ORDINANCE – PUBLIC HEARING AND SECOND READING

#014-2024 Ordinance Of The Township Of Mansfield, County Of Warren, State Of New Jersey Authorizing The Sale Of Real Property Owned By The Township Of Mansfield And Not Required For Public Purposes Via Public Auction To The Highest Bidder Pursuant To N.J.S.A. 40a:12-13(A)

Mayor Watters opened the Public Hearing for Ordinance #014-2024. Seeing no one wishing to comment, the Public Hearing was closed.

Mr. Hayes, seconded by Mr. Mc Guinness made a motion to adopt Ordinance #014-2024.

RECORDED VOTE

Aye: Mr. Farino, Mr. Hayes, Mr. Mc Guinness, Mayor Watters
Nay: XXXXXX
Absent: Mrs. Mora Dillon
Abstain: XXXXXX

ORDINANCE 014-2024

ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING THE SALE OF REAL PROPERTY OWNED BY THE TOWNSHIP OF MANSFIELD AND NOT REQUIRED FOR PUBLIC PURPOSES VIA PUBLIC AUCTION TO THE HIGHEST BIDDER PURSUANT TO N.J.S.A. 40A:12-13(a)

STATEMENT OF PURPOSE

The purpose of this Ordinance is authorize the sale of real Township owned property via public auction.

WHEREAS, the Township of Mansfield owns certain real property known as Snyder Road, Block 1001.02, Lot 33.03 on the Tax Map of Mansfield Township, approximately 15.06 acres, located in the A zone; and

WHEREAS, said property is not needed or required for municipal use; and

WHEREAS, the Township desires to auction the property to the highest bidder; and

WHEREAS, the Township is authorized, pursuant to N.J.S.A. 40A:12-13(a) to auction the property to the highest bidder; and

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

SECTION I:

1. The Township Committee of the Township of Mansfield does hereby find and declare that Block 1001.02, Lot 33.03, as shown on the Tax Map of the Township of Mansfield, is determined not to be needed or required for municipal use.
2. Pursuant to N.J.S.A. 40A:12-13(a), the Township is desirous of auctioning the property to the highest bidder.
3. The Mayor and Clerk are hereby authorized to execute a Deed and any other appropriate documents to convey title to the highest bidder.

SECTION II:

All Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistencies.

SECTION III:

If any article, section, subsection, paragraphs, phrase, or sentence is, for any reason, held to be unconstitutional or invalid, said article, section, subsection, paragraph, phrase, or sentence shall be deemed severable.

SECTION IV:

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

RESOLUTIONS (TAKEN SEPARATELY)

Resolution #192-2024 as filed in the Township Clerk's Office, was adopted on motion by Mr. Hayes and seconded by Mr. Mc Guinness.

RECORDED VOTE

Aye: Mr. Hayes, Mr. Mc Guinness, Mayor Watters
Nay: XXXXXX
Absent: Mrs. Mora Dillon
Abstain: Mr. Farino

RESOLUTION 192-2024

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- 4-01	\$ 66,100.84
FEDERAL/STATE GRANT FUND	\$ 20.00
OPEN SPACE TRUST	\$ 72,534.01
GENERAL CAPITAL FUND	\$ 1,165.00
MANDATORY DEVELOPMENT FEES	\$ 42.50
TOTAL	\$ 139,862.35

CONSENT AGENDA – PUBLIC PORTION

Mayor Watters opened the Public Portion of the meeting for comments on the Consent Agenda. Seeing none, the Public Portion for Consent Agenda was closed.

Mayor Watters, seconded by Mr. Hayes made a motion to add Resolution #199-2024 to the Consent agenda.

RECORDED VOTE

Aye: Mr. Farino, Mr. Hayes, Mr. Mc Guinness, Mayor Watters
Nay: XXXXXX
Absent: Mrs. Mora Dillon
Abstain: XXXXXX

CONSENT AGENDA/RESOLUTIONS

The following Resolutions #193-2024 through #197-2024 and Resolution #199-2024 as filed in the Township Clerk’s Office, were adopted on motion by Mr. Hayes and seconded by Mr. Mc. Guinness.

RECORDED VOTE

Aye: Mr. Hayes, Mr. Mc Guinness, Mayor Watters
Nay: XXXXXX
Absent: Mrs. Mora Dillon
Abstain: XXXXXX

Mr. Farino abstained from Resolution #193-2024 and #199-2024. He voted Aye for Resolutions #194-2024 through #197-2024.

RESOLUTION 193-2024

RESOLUTION AUTHORIZING ADDITIONAL SERVICES FOR MUNICIPAL PUBLIC DEFENDER

WHEREAS, the Township Committee of the Township of Mansfield appointed Mr. Donald J. Farino, Esq. as the Municipal Public Defender for calendar year 2024 at their regular meeting held on January 24, 2024, as per adopted resolution #034-2024; and

WHEREAS, Mr. Farino will be submitting invoices/vouchers for additional services in excess of the original amount budgeted for municipal public defender services for calendar year 2024; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.4, the Part-Time Temporary Chief Financial Officer has certified that funds are available in the 2024 budget for an additional \$ 5,000.00, and the line item to be charged is 4-01-43-495-0000-2004.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey authorizes the Part-Time Temporary Chief Financial Officer to increase line item 4-01-43-495-0000-2004 an additional \$ 5,000.00, for Municipal Public Defender Services.

RESOLUTION 194-2024

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN AND STATE OF NEW JERSEY, AUTHORIZING TAX COLLECTOR TO CANCEL PRELIMINARY PROPERTY TAXES

WHEREAS, the properties listed below are owned by the Township of Mansfield, County of Warren, State of New Jersey; and

WHEREAS, the 2023 Tax Duplicate shows property taxes due for these properties for 3rd and 4th Quarter 2023 as well as Preliminary taxes due for 1st and 2nd quarter 2024, which should be canceled; and

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, hereby memorializes the cancellation by the Tax Collector of the preliminary taxes shown in the Tax Duplicate for 3rd and 4th Quarter 2023 and 1st and 2nd quarter 2024 for the properties listed. These amounts to be cancelled do not include any 2023/24 Added or Omitted taxes which may subsequently be imposed.

BLOCK	LOT	LOCATION
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601.03	55	Route 57
1001.02	33.03	Snyder Road
2510	1	Route 57
2716	2	Anderson Road
2716	3	Anderson Road
2716	4	Wahington Boulevard West
2716	11	Columbus Circle
2716	12	Columbus Circle
2716	13	Columbus Circle
2724	7	Frome Street

RESOLUTION 195-2024

RESOLUTION AUTHORIZING A REFUND OF 3RD QTR. 2024 TAXES TO THE PROPERTY OWNER OF BLOCK 1906 LOT 2

WHEREAS, the owner of Block 1906 Lot 2 has a mortgage on the property; and

WHEREAS, the mortgage company is responsible for paying the property taxes on Block 1906 Lot 2; and

WHEREAS, the owner, Mr. Ricardo Paredes on August 16, 2024, inadvertently paid the 3rd quarter 2024, property taxes online.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey does hereby authorize the Finance Office to refund \$ 1,923.01 to Mr. Ricardo Paredes for 3rd quarter 2024, taxes paid online in error.

Richardo Paredes
 24 Hillside Road
 Hackettstown, NJ 07840
REFUND AMOUNT \$1,923.01

RESOLUTION 196-2024

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN AND STATE OF NEW JERSEY, ACCEPTING A DRIVEWAY BOND FOR 102 HEISER ROAD

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 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, Mr. Cesare R. Catizone, the developer of the property located at 102 Heiser Road has submitted check number 156, 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 Mr. Cesare R. Catizone hereby accepted. The Township Municipal Clerk is authorized and directed to forward a copy of this resolution to the developer.

Mr. Cesare R. Catizone
24 Calais Road
Randolph, NJ 07869

RESOLUTION 197-2024

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN AND STATE OF NEW JERSEY AUTHORIZING PURCHASE OF 2024 FORD F-550 DRW XL CHASSIS WITH WARREN DUMP BODY AND SNOW PLOW FOR DEPARTMENT OF PUBLIC WORKS PURSUANT TO NJ STATE CONTRACT

WHEREAS, a need exists for the acquisition of a Dump Truck and snow plow for the daily operations of the Township of Mansfield Department of Public Works; and

WHEREAS, the Township of Mansfield, may, without advertising for bids, purchase such materials through the New Jersey State Purchase Contract pursuant to N.J.S.A 40A:1 1-12 and N.J.A.C. 5:34-7.29 et. Seq., and

WHEREAS, under the state contract award, the following vendors hold New Jersey State Purchase and Property State Contracts

Tony Sanchez, Ltd. #T-3063
Van Dines Motors, Inc. #A88270

WHEREAS, Tony Sanchez, Ltd. has proposed under state contract a 2024 Ford F-550 DRW XL Chassis with Warren Dump Body in the amount of \$114,310.00; and

WHEREAS, Van Dines Motors, Inc. has proposed under state contract a 9 ft. Snow Plow in the amount of \$8,840.00; and

WHEREAS, the Chief Financial Officer has certified that funds are available in the amount of \$59,176.00 in **Line Item: 4-01-44-905-0000-9008 (Capital)** and \$63,974.00 in **Line Item: 4-01-26-310-0000-4400 (DPW Building Maintenance)**.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, and the State of New Jersey, pursuant to N.J.S.A. 40A:11-12 & N.J.A.C. 5:34-7.29 that it authorizes the Acting Supervisor of the Township of Mansfield Department of Public Works to enter into a contract to purchase through the use of New Jersey State Contract with Tony Sanchez, Ltd #T-3063 and Van Dines Motors, Inc #A88270 for procurement of a 2024 Ford F-550 DRW XL Chassis with Warren Dump Body and 9 ft. Snow Plow of \$123,150.00.

RESOLUTION 199-2024

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN AND STATE OF NEW JERSEY ACCEPTING PROPOSAL AND AWARDING CONTRACT TO HUNTER RESEARCH, INC. FOR CULTURAL RESOURCE CONSULTING SERVICES FOR MOUNT BETHEL COMMUNITY CENTER

WHEREAS, the Township of Mansfield has a need for cultural resource consulting services to submit required documentation and reports to the New Jersey Historic Preservation Office in order to complete sitework at

Mount Bethel Community Center; and

WHEREAS, the Temporary Chief Financial Officer has received a proposal from Hunter Research in the amount of \$3,050.00 to submit the required documentation, existing design plans, and reports to the New Jersey Historic Preservation Office on behalf of the Township; and

WHEREAS, Hunter Research is familiar with the Township's restoration project of the Mount Bethel Community Center as the firm conducted a Phase 1 archaeological survey of the property in 2022; and

WHEREAS, the Temporary Chief Financial Officer has certified the funds are available in the amount of \$3,050.00 in **Line Item: T-12-56-289-0375-4041**

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, and the State of New Jersey, hereby accepts the attached proposal of, and authorizes the award of a contract to Hunter Research, Inc. in accordance with attached proposal in the amount not to exceed \$3,050.00 for cultural resource consulting services.

NEW BUSINESS: None

COMMITTEE PERSON COMMENTS: None

EXECUTIVE SESSION

Mr. Hayes, seconded by Mr. Mc Guinness, made a motion to adopt Resolution #198-2024 for an Executive Session of the Township Committee.

RECORDED VOTE

Aye: Mr. Farino, Mr. Hayes, Mr. Mc Guinness, Mayor Watters
Nay: XXXXXX
Absent: Mrs. Mora Dillon
Abstain: XXXXXX

Mr. Lavery announced the following to be discussed in Executive Session:

Personnel

1. Department of Public Works

Contractual

1. Township Engineer
2. Municipal Building HVAC System
3. Affordable Housing

RESOLUTION 198-2024

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:

Personnel

1. Department of Public Works

Contractual

2. Township Engineer
3. Municipal Building HVAC System
4. Affordable Housing

At approximately 7:35 p.m., the Committee went into Executive Session.

RETURN TO REGULAR SESSION

On a motion by Mr. Hayes, seconded by Mr. Mc Guinness, the Township Committee voted to return to public session at approximately 8:49 p.m.

RECORDED VOTE

Aye: Mr. Farino, Mr. Hayes, Mr. Mc Guinness, Mayor Watters
Nay: XXXXXX
Absent: Mrs. Mora Dillon
Abstain: XXXXXX

Mr. Lavery announced the following discussed in Executive Session:

Personnel

1. Department of Public Works

Contractual

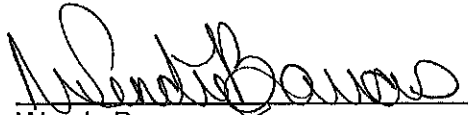
2. Township Engineer
3. Municipal Building HVAC System
4. Affordable Housing

Copies of these minutes will be available at such time the Committee determines there is no longer a harm to the public interest.

The Township Committee upon unanimous approval to allow Department of Public Works to continue their "summer hours" till September 14th. The Committee directed the Township Clerk to place a resolution in support of the opposition to change the Delaware Water Gap National Recreation Area to a National Park on the next agenda.

There being no further business, Mr. Hayes made a motion to adjourn. The meeting was adjourned at approximately 8:53 p.m.

Attest:


Wendy Barras
Township Municipal Clerk