



**AGENDA OF THE REGULAR MEETING OF THE
TOWNSHIP COMMITTEE OF
THE TOWNSHIP OF MANSFIELD
SEPTEMBER 25, 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- September 11, 2024

Regular Session- September 11, 2024

CLERK'S REPORT

FINANCE REPORT

EMPLOYEES' REPORTS

ENGINEER'S REPORT

PUBLIC PORTION

RESOLUTIONS (taken separately)

#207-2024 Resolution Authorizing Payment of Municipal Obligations

PUBLIC PORTION – CONSENT AGENDA ONLY

CONSENT AGENDA

#208-2024 Resolution Authorizing Certification of Governing Body of Annual Audit for 2023

#209-2024 Resolution Accepting Corrective Action Plan for CY 2023

#210-2024 Resolution Authorizing Professional Service Agreement- Municipal Prosecutor – N. Albert

#211-2024 Resolution Authorizing Award of Contract to Sanico for Recycling Services

NEW BUSINESS

COMMITTEE PERSON COMMENTS

EXECUTIVE SESSION

#212-2024 Executive Session

RETURN TO REGULAR SESSION

ADJOURN



TOWNSHIP OF MANSFIELD
COUNTY OF WARREN

RESOLUTION 207-2024

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- 3-01	\$ 23,362.50
CURRENT- 4-01	\$ 41,123.25
FEDERAL/STATE GRANT FUND	\$ 33,090.85
DEVELOPER'S ESCROW	\$ 6,609.50
UNEMPLOYMENT TRUST	\$ 2,120.33
TOTAL	\$ 106,306.43

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 September 25, 2024. Witness my hand this _____ day of September, 2024.

Wendy Barras, Township Municipal Clerk

Account P.O. Id Item Vendor	Description	Item Description	Amount	Stat/Chk	Enc Date	First Rcvd Date Date	Chk/Void Date	Invoice	PO Type
4-01-20-130-0000-4145 24-00037 23 ACTI0005	PAYROLL SERVICES ACTION DATA SERVICES	INV. 89100 9/06/24 PAYROLL	246.92	R	08/22/24	09/19/24		89100	B
4-01-20-155-0000-4300 24-00088 13 SCHEN005	LEGAL SERVICES SCHENCK, PRICE, SMITH & KING, PROF. SERVICES RENDERED 8/6/24 - 8/29/24	INV. 1249890 MANSFIELD MEADOWS	109.73	R	02/01/24	09/19/24		1249890	B
4-01-25-240-0000-3030 24-00654 1 SILLE005	CONTRACTUAL EYE/DENTAL EXAMS STILLETT, ANTHONY (READERS) VISION PER CONTRACT	9/1/24 REIM. SUNGLASSES	58.90	R	09/11/24	09/19/24		9/1/24	
24-00665 1 BRIAN015	BRIAN J. CLARKE CONTRACT	9/10/24 REIM. DENTAL PER	23.60	R	09/17/24	09/19/24		9/10/24	
			<u>82.50</u>						
4-01-25-240-0000-4060 24-00130 15 LANDE005	OFFICE MACH MAINTENANCE DE LAGE LANDEN FINANCIAL, INC	2024 POLICE COPIER	242.42	R	08/13/24	09/19/24		83011558	B
24-00130 16 LANDE005	DE LAGE LANDEN FINANCIAL, INC ADDITIONAL USAGE COLOR COPIES 7/24/24 - 8/24/24	2024 POLICE COPIER	3.83	R	09/11/24	09/19/24		83011558	B
24-00605 1 COMPU015	COMPUTER SQUARE, INC. ANNUAL MAINTENANCE 10/1/24 - 9/30/25	INV. 73694 INFO-RMS MODULE	3,080.00	R	08/22/24	09/19/24		73694	
24-00605 2 COMPU015	COMPUTER SQUARE, INC. 10/1/24 - 9/30/25	INV. 73694 QED ANNUAL MAINT.	1,100.00	R	08/22/24	09/19/24		73694	
			<u>4,426.25</u>						
4-01-25-260-0000-4850 24-00045 10 INDEP020	FIRST AID SQUAD CONTRIBUTION INDEPENDENCE FIRST AID SQUAD	2024 ANNUAL DONATION	6,491.67	R	07/18/24	09/19/24		SEPTEMBER 2024	B
4-01-25-265-0000-4610 24-00036 9 NEWJE070	FIRE HYD SERVICE NEW JERSEY AMERICAN WATER, INC ACT.	1018-220037635606	1,826.89	R	08/13/24	09/19/24		8/8 - 9/9	B
24-00646 1 AUTH0005	HACKETTSTOWN MUN.UTL. AUTH. 6/1/24 - 8/31/24	ACT. 4235-1 HYDRANT SERVICES	2,430.00	R	09/06/24	09/19/24		6/1 - 8/31/24	
			<u>4,256.89</u>						

Account	Description	Item Description	Amount	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	PO Type
4-01-26-290-0000-4040	DEPT GENERAL EXP							
24-00644	1 TRACT005 TRACTOR SUPPLY CREDIT PLAN 33 #	ACT. 6035301203602550 OIL DRY	33.96	R	09/06/24	09/19/24	8/2/24	
4-01-26-290-0000-4132	SAFETY/SAFETY SUPPLIES/DRUG TEST/RTK							
24-00637	1 CINTA005 CINTAS CORPORATION SUPPLIES (REFILL CABINET AT DPW)	INV. 5227543331 MEDICAL	9.45	R	09/04/24	09/19/24	5227543331	
24-00637	2 CINTA005 CINTAS CORPORATION	INV. 5227543331 SERVICE CHARGE	25.95	R	09/04/24	09/19/24	5227543331	
			35.40					
4-01-26-290-0000-4910	ROAD PATCH							
24-00651	1 WARRE195 WARREN ASPHALT TICKET(S) 00266864, 00266891, 00266900, 00266924, 00266927	B-302M-0005375 ASPHALT	1,992.68	R	09/10/24	09/19/24	B-302M-0005375	
24-00651	2 WARRE195 WARREN ASPHALT	B-302M-0005375 ADJUSTMENT	0.02	R	09/10/24	09/19/24	B-302M-0005375	
24-00663	1 WARRE195 WARREN ASPHALT TICKET(S) 00267080 & 00267094	B-302M-0005404 ASPHALT	875.95	R	09/13/24	09/19/24	B-302M-0005404	
24-00663	2 WARRE195 WARREN ASPHALT	B-302M-0005404 ADJUSTMENT	0.01	R	09/13/24	09/19/24	B-302M-0005404	
			2,868.66					
4-01-26-305-0000-5220	GARBAGE & TRASH REMOVAL							
24-00040	19 SANIC005 SANICO INC.	INV. 000951008 PICK UP SEPT.	170.12	R	08/13/24	09/19/24	000951008	B
4-01-26-310-0000-4400	BLD MAINTENANCE							
24-00629	1 LINSU005 LIN SUPPLY INC. (MUN BLDG)	INV. 152717 3/4" URINAL SPUD	14.49	R	09/03/24	09/19/24	152717	
24-00647	1 READY005 READYREFRESH BY NESTLE 7/24/24 BOTTLE WATER	INV. 14H0438473902 POLICE	149.85	R	09/06/24	09/19/24	14H0438473902	
24-00647	2 READY005 READYREFRESH BY NESTLE 7/24/24 PLASTIC CUPS 9 OZ	INV. 14H0438473902 POLICE	5.99	R	09/06/24	09/19/24	14H0438473902	
24-00647	3 READY005 READYREFRESH BY NESTLE 7/24/24 DELIVERY FEE	INV. 14H0438473902 POLICE	11.99	R	09/06/24	09/19/24	14H0438473902	
24-00647	4 READY005 READYREFRESH BY NESTLE 8/21/24 BOTTLE WATER	INV. 14H0438473902 POLICE	159.84	R	09/06/24	09/19/24	14H0438473902	
24-00647	5 READY005 READYREFRESH BY NESTLE 8/21/24 PLASTIC CUPS 9 OZ	INV. 14H0438473902 POLICE	5.99	R	09/06/24	09/19/24	14H0438473902	
24-00647	6 READY005 READYREFRESH BY NESTLE 8/21/24 DELIVERY FEE	INV. 14H0438473902 POLICE	11.99	R	09/06/24	09/19/24	14H0438473902	
24-00647	7 READY005 READYREFRESH BY NESTLE	INV. 14H0438473902 POLICE	10.00	R	09/06/24	09/19/24	14H0438473902	

Account P.O. Id Item Vendor	Description	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	PO Type
4-01-31-430-0000-4420	ELECTRIC								
24-00668 1 JCPLO005 JCP&L		ACT. 100-003-564-505	52.38	R	09/19/24	09/19/24			
24-00668 2 JCPLO005 JCP&L		ACT. 100-051-562-310	64.43	R	09/19/24	09/19/24			
24-00668 3 JCPLO005 JCP&L		ACT. 100-124-385-855	216.50	R	09/19/24	09/19/24			
24-00668 4 JCPLO005 JCP&L		ACT. 200-000-010-385	254.39	R	09/19/24	09/19/24			
24-00668 5 JCPLO005 JCP&L		ACT. 200-000-010-393	33.45	R	09/19/24	09/19/24			
			<u>621.15</u>						
4-01-31-430-0000-4710	FUEL/GASOLINE								
24-00039 21 GRIFF015 GRIFFITH-ALLIED TRUCKING, LLC INV. 642357 GASOLINE (POLICE) DELIVERY 9/11/24 - 9/7.7 GALS - POLICE		2024 ACT. 3528273871 BILLING	2,059.53	R	06/17/24	09/19/24		642357	B
4-01-31-430-0000-4715	NATURAL GAS								
24-00035 9 GAS00010 ELIZABETHTOWN GAS 8/6/24 - 9/6/24		2024 ACT. 3528273871 BILLING	38.48	R	06/13/24	09/19/24		8/6 - 9/6/24	B
4-01-43-491-0000-4040	MUN COURT OSCAP GENERAL EXP								
24-00025 5 TOSH1015 TOSHIBA BUSINESS SOLUTIONS 7/1/24 - 7/31/24		CUSTOMER TOBB6AD COURT COPIER	1.84	R	01/17/24	09/19/24		6013807	B
24-00041 10 TFSLE005 TFS LEASING A PROGRAM OF DE LA ACT. 714917 CONTRACT 25559735 SEPTEMBER 2024			87.13	R	07/29/24	09/19/24		82990588	B
			<u>88.97</u>						
4-01-43-495-0000-2004	PUBLIC DEFENDER MISC OS CAP								
24-00086 13 FARIN010 DONALD J. FARINO STATE VS CAO (VIRTUAL COURT)		2024 PUBLIC DEFENDER 9/03/24	275.00	R	02/01/24	09/19/24		9/3/24	B
		Fund Total: CURRENT FUND	41,123.25						
		Year Total:	41,123.25						
Fund:	FEDERAL AND STATE GRANT FUND								
G-02-41-289-0700-5680	CLEAN COMMUNITIES EXPENSE								
24-00485 1 ADVAN015 STAPLES ADVANTAGE		6005505596 TONER TN820	70.85	R	06/25/24	09/19/24		6005505596	
G-02-41-289-0700-5691	RECYCLING TONNAGE								
24-00040 20 SANIC005 SANICO INC. SEPTEMBER 2024		0000951008 RECYCLING CART	20.00	R	07/11/24	09/19/24		00009535960	B

Account P.O. Id Item Vendor	Description	Item Description	Amount	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	PO Type
G-02-41-289-0700-6023 24-00255 5 TRIC0010 TRI-COUNTY FIRE COMPANY FIREFIGHTER'S GRANT AWARD # 2022-04989-0806-00 FIREFIGHTER PROTECTIVE CLOTHING & EQUIPMENT PURCHASED FROM FIREFIGHTER ONE NJ STATE CONTRACT I7-FLEET-00811 RESOLUTION 2023-114	ARP FIRE GRANT TRI COUNTY FIRE 2022 AMERICAN RESCUE PLAN		33,000.00	R	09/11/24	09/19/24		2022 GRANT	
		Fund Total: FEDERAL AND STATE GRANT FUND	33,090.85						
		Year Total:	33,090.85						
Fund:	DEVELOPER'S ESCROW								
T-14-56-289-0853-0000 24-00627 3 MURPH005 MURPHY MCKEON P.C. RENDERED 6/26/24	VOYAGER ESTATES / PRE CONCEPT MTG INV. 12852 PROF. SERVICES		270.00	R	09/03/24	09/19/24		12852	
T-14-56-289-0861-0000 24-00627 9 MURPH005 MURPHY MCKEON P.C. RENDERED 7/15/24 - 7/29/24	WEATHERITTE SOL / VARIANCE/SITE PLAN INV. 13051 PROF. SERVICES		195.00	R	09/03/24	09/19/24		13051	
T-14-56-289-0879-0000 24-00618 4 BOSWE005 BOSWELL ENGINEERING, INC. RENDERED 7/17/24	RYAN HOMES/106 MT VIEW LN/DRIVENWAY ESCRO INV. 192470 PROF. SERVICES		349.50	R	08/27/24	09/19/24		192470	
T-14-56-289-0887-0000 24-00618 5 BOSWE005 BOSWELL ENGINEERING, INC. RENDERED 8/5/24 - 8/9/24	RYAN HOMES/114 MT VIEW LANE/DRIVENWAY ESC INV. 192471 PROF. SERVICES		524.25	R	08/27/24	09/19/24		192471	
T-14-56-289-0910-0000 24-00618 6 BOSWE005 BOSWELL ENGINEERING, INC. RENDERED 8/6/24 & 8/9/24	RYAN HOMES/48 REDWOOD RUN/DRIVENWAY ESCRO INV. 192472 PROF. SERVICES		407.75	R	08/27/24	09/19/24		192472	
T-14-56-289-0928-0000 24-00618 7 BOSWE005 BOSWELL ENGINEERING, INC. RENDERED 8/9/24	RYAN HOMES/54 REDWOOD RUN/DRIVENWAY ESCRO INV. 192473 PROF. SERVICES		349.50	R	08/27/24	09/19/24		192473	

Account P.O. Id Item Vendor	Description	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	PO Type
T-14-56-289-2980-0000 24-00641 3 BOSWE005	RYAN HOMES/NEW SITE PLAN/GRADING ADDEN BOSWELL ENGINEERING, INC. RENDERED 7/17/24 - 7/31/24	INV. 192469 PROF. SERVICES	699.00	R	09/05/24	09/19/24		192469	
T-14-56-289-3045-0000 24-00627 2 MURPH005	46 REALTY/24-01/GIANT GYM/SITE PLAN MURPHY MCKEON P.C. RENDERED 6/11/24 - 6/13/24	INV. 12851 PROF. SERVICES	525.00	R	09/03/24	09/19/24		12851	
T-14-56-289-3441-0000 24-00627 1 MURPH005	BRENT CONNELLY / 19 CANTERBURY/VARIANCE MURPHY MCKEON P.C. RENDERED 6/17/24 & 6/20/24	INV. 12850 PROF. SERVICES	420.00	R	09/03/24	09/19/24		12850	
24-00627 7 MURPH005	MURPHY MCKEON P.C. RENDERED 7/15/24 & 7/17/24	INV. 13048 PROF. SERVICES	150.00	R	09/03/24	09/19/24		13048	
			<u>570.00</u>						
T-14-56-289-3590-0000 24-00618 1 BOSWE005	RYAN HOMES/59 REDWOOD RUN/DRIVEWAY ESCRO BOSWELL ENGINEERING, INC. RENDERED 7/15/24 & 7/16/24	INV. 192464 PROF. SERVICES	350.50	R	08/27/24	09/19/24		192464	
T-14-56-289-3623-0000 24-00618 2 BOSWE005	RYAN HOMES/116 MT. VIEW LANE/DRIVE ESCRO BOSWELL ENGINEERING, INC. PROF. SERVICES RENDERED 7/9/24	INV. 192465 PROF. SERVICES	349.50	R	08/27/24	09/19/24		192465	
T-14-56-289-3673-0000 24-00641 2 BOSWE005	JANOSNE SZILAGYI/RD OPENING/71 AIRPORT BOSWELL ENGINEERING, INC. RENDERED 7/8/24 & 7/25/24	INV. 192466 PROF. SERVICES	233.00	R	09/05/24	09/19/24		192466	
T-14-56-289-3706-0000 24-00618 3 BOSWE005	RYAN HOMES/112 MOUNTAIN VIEW LN/DRIVE ES BOSWELL ENGINEERING, INC. RENDERED 7/9/24	INV. 192468 PROF. SERVICES	349.50	R	08/27/24	09/19/24		192468	
T-14-56-289-6125-0000 24-00627 5 MURPH005	BOHLER ENG / WALMART SITE PLAN MURPHY MCKEON P.C. RENDERED 6/21/24	INV. 12854 PROF. SERVICES	45.00	R	09/03/24	09/19/24		12854	
24-00628 1 BOSWE005	BOSWELL ENGINEERING, INC. RENDERED 4/2/24	INV. 188416 PROF. SERVICES	932.00	R	09/03/24	09/19/24		188416	
			<u>977.00</u>						

Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	3-01	23,362.50	0.00	23,362.50	0.00	0.00	23,362.50
CURRENT FUND	4-01	41,123.25	0.00	41,123.25	0.00	0.00	41,123.25
FEDERAL AND STATE GRANT FUND	G-02	33,090.85	0.00	33,090.85	0.00	0.00	33,090.85
DEVELOPER'S ESCROW	T-14	6,609.50	0.00	6,609.50	0.00	0.00	6,609.50
UNEMPLOYMENT TRUST	T-15	2,120.33	0.00	2,120.33	0.00	0.00	2,120.33
Year Total:		8,729.83	0.00	8,729.83	0.00	0.00	8,729.83
Total of All Funds:		106,306.43	0.00	106,306.43	0.00	0.00	106,306.43



TOWNSHIP OF MANSFIELD
COUNTY OF WARREN

RESOLUTION 208-2024

**RESOLUTION AUTHORIZING GOVERNING BODY CERTIFICATION OF
ANNUAL 2023 AUDIT**

WHEREAS, N.J.S.A 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts, and financial transactions; and

WHEREAS, the Annual Report of Audit for the fiscal year ended December 31, 2023 has been filed by a Registered Municipal Accountant with the Clerk pursuant to **N.J.S.A 40A:5-6**, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the state of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated **N.J.A.C. 5:30-6.5**, a regulation requiring that the Governing Body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations"; and

WHEREAS, the members of the Governing Body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations" as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to **N.J.A.C. 5:30-6.5**; and

WHEREAS, all members of the Governing Body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the matters of the local governing body to the penalty provisions of **R.S. 52:27BB-52**, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey hereby states it has complied with **N.J.A.C. 5:30-6.5** and does hereby submit a certified copy of this resolution and the required affidavit to said board to show evidence of said compliance

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 September 25, 2024. Witness my hand this _____ day of September, 2024.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD
COUNTY OF WARREN

RESOLUTION 209-2024

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY, APPROVING THE CORRECTIVE ACTION PLAN FOR CY 2023

WHEREAS, all municipalities operating under the Local Fiscal Affairs Law must prepare and submit a Corrective Action Plan as a part of their annual audit process; and

WHEREAS, the Township Committee of the Township of Mansfield accepted the 2023 audit as prepared by the Township Auditors; and

WHEREAS, the Chief Financial Officer for the Township of Mansfield has prepared a Corrective Action Plan to address the findings and recommendations in the 2023 audit, including state, federal, and general findings as well as the status of prior year findings and recommendations; and

WHEREAS, copies of the audit have been presented to the Mayor and Township Committee.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, does hereby approve the Correction Action Plan for the 2023 Audit Report, a prepared and recommended by the Chief Financial Officer, and direct the appropriate municipal officials to undertake its immediate implementation.

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 September 25, 2024. Witness my hand this day of September, 2024.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD
COUNTY OF WARREN

RESOLUTION 210-2024

**RESOLUTION AUTHORIZING PROFESSIONAL SERVICE AGREEMENT –
MUNICIPAL PROSECUTOR**

WHEREAS, the Township of Mansfield has a need to appoint a Municipal Prosecutor as a fair and open contract pursuant to the provisions of **N.J.S.A. 19:44A-20.5**; and

WHEREAS, the Township of Mansfield has determined and certified in writing that the value will exceed \$17,500.00; and

WHEREAS, the Township of Mansfield wishes to appoint Norman Albert, Esq. of the Law Office of Norman W. Albert, Esq. as the Township Municipal Prosecutor effective October 14, 2024 through December 31, 2024; and

WHEREAS, Mr. Norman Albert has submitted a proposal indicating they will provide the services of Municipal Prosecutor for the Shared Court of the Township of Mansfield; and

WHEREAS, Mr. Norman Albert has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee on the Township's list in the previous one year, and the contract will prohibit the law firm from making any reportable contributions through the term of the contract; and

WHEREAS, pursuant to N.J.A.C 5:30-5.4, the Chief Financial Officer will certify that the funds appropriate funds are encumbered in the 2024 municipal budget with a not to exceed \$20,800.00.

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

1. The proposed Professional Service Agreement from Mr. Norman Albert, Esq. in the form annexed to and made a part of this Resolution is accepted.
2. This contract is awarded as a fair and open contract in accordance with N.J.S.A. 19:44A-20.5 of the Local Public Contracts Law.
3. The Mayor and Township Clerk are hereby authorized to execute the attached Professional Services Agreement for services with a not to exceed \$20,800.00.
4. A Notice of this award of this contract shall be published once, in accordance with N.J.S.A. 19:44A-20.5
5. The Chief Financial Officer shall provide a certification of funds.

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 September 25, 2024. Witness my hand this _____ day of September, 2024.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD
COUNTY OF WARREN

RESOLUTION 211-2024

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO SANICO FOR
RECYCLING SERVICES**

WHEREAS, the Township Committee of the Township of Mansfield, County of Warren, finds it necessary to hire a vendor to provide recycling services for the Township of Mansfield; and

WHEREAS, the Township received a written quote from Sanico for services at the Department of Public Works facility located at 1710 State Route 57; and

WHEREAS, Sanico will provide a ninety-five gallon recycling cart; and

WHEREAS, the recycling cart will be picked-up every 2 weeks; and

WHEREAS, Sanico will charge \$20.00 per month for a one (1) year term (10/1/24-9/30/25); and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, Warren County, New Jersey, does hereby award a contract to Sanico in the amount of \$20.00 per month to provide recycling services at the Department of Public Works facility.

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 September 25, 2024. Witness my hand this _____ day of September, 2024.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD
COUNTY OF WARREN

RESOLUTION 212-2024

**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:

Contractual

Tri County Fire Dept.- Apparatus
Office of Emergency Management - Grants

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 September 25, 2024. Witness my hand this day of September, 2024.

Wendy Barras, Township Municipal Clerk