

**TOWNSHIP OF MANSFIELD COMMITTEE MEETING
OFFICIAL MINUTES
NOVEMBER 26, 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, Mrs. Mora Dillon, Mayor Watters

Absent:

Also, present were Township Attorney Wade Baldwin, Township Clerk Wendy Barras, Police Chief MacDonough, Township Engineer Richard Quamme, Zoning Officer Tom Silvia, Asst. CFO JoAnn Fascenelli, and Deputy Clerk Illena Raffaele.

There were two (2) members of the public present.

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

APPROVAL OF MINUTES

November 13, 2024 – EXECUTIVE SESSION

Mr. Hayes, seconded by Mr. Mc Guinness made a motion to approve the Executive Session meeting minutes from November 13, 2024.

RECORDED VOTE

Aye: Mr. Hayes, Mr. Mc Guinness, Mrs. Mora Dillon, Mayor Watters

Nay: XXXXXX

Absent: XXXXXX

Abstain: Mr. Farino

November 13, 2024 – REGULAR SESSION

Mr. Mc Guinness, seconded by Mrs. Mora Dillon made a motion to approve the Regular Session meeting minutes from November 13, 2024.

RECORDED VOTE

Aye: Mr. Hayes, Mr. Mc Guinness, Mrs. Mora Dillon, Mayor Watters

Nay: XXXXXX

Absent: XXXXXX

Abstain: Mr. Farino

CLERK'S REPORT – Township Clerk Barras reported:

- Rabies Clinic was held on 11/16 with much success and turn out.
- RFP's for 2025 Professionals were received and opened last Friday, the 22nd. All submissions except one were considered to be responsive and responsible. I emailed the electronic copies to the Committee this afternoon, due to size, there were 3 different emails. Before you is a complete list of the respondents.

- Also, before you, are a list of expiring appointments for Land Use Board, and the various committees that will need to be appointed at ReOrg. Leigh contacted the expiring appointments to see if they were interested in for next year, and those have been notated for you.
- Lastly, the Committee will need to decide on a day for Reorg so that the required notices can start to be put in place. If not on New Year's Day at noon, it can be at any time with in the first seven days. I don't recommend pushing it to the Wednesday, the 8th as that would not be in compliance with the statute.

The Committee decided to hold the Township's Reorganization meeting on Thursday, January 2nd at 7:30 pm.

FINANCE & EMPLOYEE'S REPORT - Mrs. Fascenelli reported the tax sale was held on November 20th and there were twelve (12) outside liens and nine (9) went to the Township. NJ DEP reviewed and approved the application submitted by Hunter Research on behalf of the Township to begin the site work at Mt. Bethel Church.

ENGINEER'S REPORT - Mr. Quamme provided an update for the following:
 Snyder Road – Draft documents will be ready for the Committee's review at the next TC meeting.
 Mitchell Road – Project design and construction must be budgeted for and completed in 2025 to meet deadline.
 Zoning Map updates – Draft map should be ready for review by December 11th meeting.

PUBLIC PORTION

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

Carol Thompson, 510 Rt. 57, discussed the November 26th's decision against NJ Cars. She stated she is seeking immediate enforcement.

John Thompson, 510 Rt. 57, questioned how long before business will obtain license.

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

ORDINANCE -PUBLIC HEARING AND SECOND READING

Mayor Watters opened the Public Hearing for Ordinance #17-2024. Seeing no one wishing to comment, the public hearing was closed. Mr. Hayes, seconded by Mr. Mc Guinness made a motion to adopt Ordinance #017-2024.

RECORDED VOTE

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

ORDINANCE 017-2024

AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 329, SUBSECTION 13, STOP INTERSECTIONS OF THE TOWNSHIP CODE

STATEMENT OF PURPOSE

The purpose of this Ordinance is to amend and supplement Chapter 329, Subsection 13, Stop Intersections of the Township Code

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

SECTION 1 : The Township Committee of the Township of Mansfield deems it in the interest of the public safety to designate the following intersections as Stop Intersections pursuant to N.J.S.A 39:4-8(b).

SECTION 2: The Township Engineer of the Township of Mansfield submitted his findings determining the need for Stop Intersections due to very limited sight distance and poor approach angle.

SECTION 3. Subsection 13 of Chapter 329, Stop Intersections of the Township Code of the Township of Mansfield is hereby amended and supplemented as follows pursuant to the provision of N.J.S.A. 39:4-8

<u>Intersection:</u>	<u>Stop Signs On:</u>
Parke Road & Valley Road	Parke Road
Parke Road & Mt. Bethel Road	Parke Road

SECTION 4: If any provisions of the Ordinance or application thereof, under any circumstance is held invalid, the invalidity shall not affect any of the provision or application of this Ordinance that can be given effect with the valid provision(s) or application and to this end, the provisions of the Ordinance are severable.

SECTION 5: All other Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed.

Mayor Watters opened the Public Hearing for Ordinance #18-2024. Seeing no one wishing to comment, the public hearing was closed. Mr. Hayes, seconded by Mr. Mc Guinness made a motion to adopt Ordinance #018-2024.

RECORDED VOTE

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

ORDINANCE 018-2024

AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AMENDING ORDINANCE #2023-04, AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, WARREN COUNTY, NEW JERSEY APPROPRIATING \$700,000.00 FROM THE GENERAL CAPITAL RESERVE FUND FOR THE PURPOSE OF PURCHASING FIRE APPARATUS

STATEMENT OF PURPOSE

The purpose of this Ordinance is to amend Ordinance #2023-04, An Ordinance Of The Township Of Mansfield, Warren County, New Jersey Appropriating \$700,000.00 From The General Capital Reserve Fund For The Purpose Of Purchasing Fire Apparatus

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

SECTION 1 : Ordinance #2023-04 is hereby amended to reflect that the appropriation of \$700,000 for the purchase of fire apparatus will be charged from line account, C-04-44-230-0097-2000.

SECTION 2: If any provisions of the Ordinance or application thereof, under any circumstance is held invalid, the invalidity shall not affect any of the provision or application of this Ordinance that can be given effect with the valid provision(s) or application and to this end, the provisions of the Ordinance are severable.

SECTION 3: All other Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed.

ORDINANCE -INTRODUCTION AND FIRST READING

Mr. Hayes, seconded by Mr. Mc Guinness made a motion to introduce Ordinance #019-2024.

RECORDED VOTE

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

ORDINANCE 019-2024

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 AND WAGES

STATEMENT OF PURPOSE

The purpose of this Ordinance is provide for and determine the salaries and wages for the Officers and Employees and method of payment for 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	\$ 0	\$ 660
Deputy Mayor	\$ 0	\$ 330
Office Manager	\$ 1,000	\$ 50,000
Qualified Purchasing Agent	\$ 0	\$ 7,000
Temporary Qualified Purchasing Agent	\$ 0	\$ 5,000
Certified Municipal Clerk	\$ 46,250	\$ 90,000
Part-Time Certified Municipal Clerk	\$ 0	\$ 46,000
Acting Municipal Clerk	\$ 0	\$ 80,000
Assessment Search Officer	\$ 0	\$ 100
Public Agency Compliance Officer	\$ 0	\$ 100
Municipal Clerk Stipend	\$ 500	\$ 2,000
Elections Officer	\$ 150 / election	\$ 500 / election
Website Administrator	\$ 1,350	\$ 2,000
Insurance Fund Commissioner	\$ 0	\$ 100
Insurance Fund Commissioner (Alternate)	\$ 0	\$ 100
Deputy Clerk	\$ 21,000	\$ 65,000
Deputy Clerk	\$ 16 / hr.	\$ 20 / hr.
Depart. Of Health Registrar	\$ 0	\$ 10,000
Depart. Of Health Deputy Registrar	\$ 0	\$ 5,000
Depart. Of Health Deputy Registrar	\$ 16 / hr.	\$ 18 / hr.
Certified Chief Financial Officer	\$ 50,000	\$125,000
Temporary Chief Financial Officer	\$ 50,000	\$ 80,000
Part-Time Certified Chief Financial Officer	\$ 20,000	\$ 70,000
P/T Temporary Chief Financial Officer	\$ 20,000	\$ 70,000
Assistant Chief Financial Officer	\$ 40,000	\$ 92,000
Pension & Benefits Supervisor Officer	\$ 0	\$ 100
Pension & Benefits Certifying Officer	\$ 0	\$ 100

Deputy Treasurer	\$ 9,000	\$ 25,000
Deputy Treasurer Stipend	\$ 500	\$ 5,000
Certified Tax Collector	\$ 0	\$ 65,000
Part-Time Certified Tax Collector	\$ 20,000	\$ 45,000
Deputy Tax Collector	\$ 0	\$ 60,000
Alternate Deputy Tax Collector	\$ 1,000	\$ 2,750
Tax/Finance Clerk	\$ 16,216	\$ 19,820
Tax Search Officer	\$ 0	\$ 1,100
Part-Time Tax Assessor	\$ 19,800	\$ 35,000
Certified Lists (Tax Assessor)	\$ 0	\$ 685
Tax Assessor Secretary	\$ 4,688	\$ 5,705
Municipal Housing Liaison	\$ 0	\$ 8,000
Part-Time Open Space / Historical Secretary	\$ 233	\$ 450
Part-Time Environmental Secretary	\$ 840	\$ 2,500
Part-Time Land Use Board Secretary	\$ 5,000	\$ 25,000
LUB Certification of Subdivision of Lands	\$ 0	\$ 100
Part-Time Zoning Officer	\$ 20 / hr.	\$ 55 / hr.
Court Appearance by Zoning Officer	\$ 75 / appearance	\$ 95 / appearance
Police Chief	\$ 90,000	\$165,000
Police Administrative Assistant	\$ 22,000	\$ 57,000
Police Secretary (Temp or Part-Time)	\$ 16 / hr.	\$ 20 / 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)	\$ 16 / hr.	\$ 20 / 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 / hr.	\$ 25 / hr.
DPW Superintendent	\$ 62,546	\$ 90,000
Acting DPW Supervisor	\$ 62,546	\$ 85,000
Assistant Dept. of Public Works Supervisor	\$ 250	\$ 5,000
Laborer/Driver/Operator	\$ 30,000	\$ 75,000
Mechanic	\$ 30,000	\$ 75,000
Mechanic/Labor	\$ 30,000	\$ 75,000
Machine Operator	\$ 30,000	\$ 75,000
Part-Time Laborer/Snow Plow Driver	\$ 16 / hr.	\$ 35 / hr.
Part-Time Laborer/Snow Plow Driver with CDL	\$ 16 / hr.	\$ 45 / hr.
DPW Secretary	\$ 16 / hr.	\$ 17 / hr.
Certified Recycling Professional	\$ 0	\$ 2,500
Recycling Attendant	\$ 30 / hr.	\$ 57 / hr.
Clean Communities Coordinator	\$ 0	\$ 4,000
Judge	\$ 33,817	\$ 99,500
Certified Court Administrator	\$ 43,479	\$ 86,000

Temporary Part-Time	\$ 25 / hr.	\$ 45 / hr.
Certified Court Administrator	\$ 43,479	\$ 87,000
Interim Municipal Court Administrator	\$ 60,000	\$ 85,000
Deputy Court Administrator	\$ 25,000	\$ 75,000
Part-Time Violations Clerk	\$ 16 / hr.	\$ 25 / hr.
Temporary Violations Clerk	\$ 16 / hr.	\$ 20 / hr.
Call-Outs	\$ 50 / each	\$ 65 / each
Court Security	\$ 75 / session	\$ 165 / session
Stipend	\$ 50	\$ 3,000

Mr. Hayes, seconded by Mr. Mc Guinness made a motion to introduce Ordinance #020-2024.

RECORDED VOTE

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

ORDINANCE 020-2024

AN ORDINANCE CANCELLING THE BALANCE OF BOND ORDINANCE NO. 2010-09 AND SUPERSEDED BY ORDINANCE NO. 2011-11 OF THE TOWNSHIP OF MANSFIELD

STATEMENT OF PURPOSE

The purpose of this Ordinance is to cancel the balance of Bond Ordinance 2010-09 which is superseded by Ordinance 2011-11 and canceled to Capital Surplus.

WHEREAS, on April 28, 2010, the Township of Mansfield issued bonds and/or notes in the amount of \$ 285,072.35, for various improvements; and

WHEREAS, there remain balances for cost associated with Bond Ordinance # 2010-09; and

WHEREAS, the below capital accounts have been investigated and it has been determined that the balance are no longer needed and should be cancelled.

Ordinance No. 2010-09 / 2011-11

Public Buildings	Account # C-04-44-215-0999-9007	\$ 167.11
Recreation Equipment	Account # C-04-44-215-0999-9013	\$ 1,000.00
Acquisition of Mower	Account # C-04-44-215-0999-9016	\$14,240.00
Acquisition of Recording System	Account # C-04-44-215-0999-9017	\$ 1,372.00
TOTAL		\$16,779.11

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, in the County of Warren and State of New Jersey, that the balance in Ordinance No. 2010-09/2011-11, in the amount of \$ 16,779.11 is hereby cancelled to Capital Surplus.

Mr. Mc Guinness, seconded by Mr. Hayes made a motion to introduce Ordinance #021-2024.

RECORDED VOTE

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

Absent: XXXXXX
Abstain: XXXXXX

ORDINANCE 021-2024

AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, WARREN COUNTY, STATE OF NEW JERSEY, AMENDING CHAPTER 77 ARTICLE II ENTITLED POLICE DEPARTMENT, ESTABLISHMENT AND ORGANIZATION TO ADD SUBSECTION 77-28, ENTITLED "OUTSIDE EMPLOYMENT OF OFF-DUTY POLICE OFFICERS"

STATEMENT OF PURPOSE

The purpose of this Ordinance is to amend Chapter 77 Article 11 entitled Police Department, Establishment and Organization and to add Subsection 77-28, entitled "Outside Employment of Off-Duty Police Officers".
WHEREAS, the Township of Mansfield (the "Township") has permitted private contractors to retain the services of off-duty police officers to provide police officer services; and
WHEREAS, in order to ensure that the Township is paid for these services, and that the assignments to outside contractors do not conflict with the needs of the Township, it is appropriate to establish hourly rates and procedures to be followed by private contractors and the Township of Mansfield Police Department.
NOW, THEREFORE BE IT ORDAINED by the Township Committee of the Township of Mansfield, in County of Warren, State of New Jersey as follows:

1. Chapter 77, Article II entitled "Police Department, Establishment and Organization" of the Township Code of the Township of Mansfield is hereby amended to add Subsection 77-28 entitled "Outside Employment of Off-Duty Police Officers".

§77-28. Outside Employment of Off-Duty Police Officers

- a) Members of the Mansfield Township Police Department shall be permitted to accept employment from private contractors to retain services of off-duty police officers as long as such times will not interfere with the efficient performance of regularly scheduled or emergency duty for the Township. The Township's needs for said police officers shall always take priority over scheduled off-duty work.
- b) If a contractor desires to contract with the Township of Mansfield for the off-duty services of a police officer, said contractor shall request the services through the Police Department. To the extent that personnel are available, the Chief of Police or his/her designee may, but shall not be required to, assign a police officer to provide aforesaid off-duty services, and that sufficient funds have been deposited in an escrow account with the Township Finance Office to cover the anticipated costs of such off-duty assignments.
- c) The Township has established an escrow account dedicated to the payment of off-duty police officers for outside employment.
- d) The Police Department should be advised the following information from the contractor.
 1. The dates that off-duty police services and police vehicle(s) will be needed.
 2. An estimate of the number of hours the contractor anticipates using the off-duty police officer(s) and, if appropriate, police vehicles.
 3. Payment in form of a check payable to the Township to cover the cost of off-duty police services and use of any Township vehicle based on the estimated number of hours shall be submitted before the start of off-duty employment in accordance with State and Division of Local Government Services Regulations. If payment is not received prior to the services rendered, the police officer will not be compensated until payment for such services is received from the contractor.
- e) If a cancellation of services is made less than (1) one hour prior to the time the officer is scheduled to arrive on site, the contractor will be responsible for paying (3) three hours per scheduled officer to the Township at the officers off duty rate.

- f) If the contractor's estimated cost exceeds the actual cost incurred, then the Township shall, upon proper notice to the Finance Office, refund the remainder of the escrow account.
- g) The fees for the rate of payment for the outside employment of off-duty police officers shall be the current annual Sergeant's overtime rate and shall be set annually and/or as needed by resolution.
- h) In addition to the hourly rate established by resolution, an administrative fee of \$25.00 to \$35.00 per hour will be charged to contractor.
- i) All other ordinances in conflict or inconsistent with this ordinance are hereby repealed, to the extent of such conflict or inconsistency. In the event of inconsistencies between the provisions of this Ordinance and any prior ordinance of the Township of Mansfield, the provisions hereof shall be determined to govern. All other parts, portions, and provisions of the Township Code are hereby ratified and confirmed, except where inconsistent with the terms hereof.
- j) If any article, section, subsection, paragraph, sentence, or clause of this Ordinance is for any reason, held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance and they shall remain in full force and effect, and to this end the provisions of this ordinance are hereby declared severable.
- k) This ordinance shall take effect immediately upon final passage and publication according to law.

Mr. Mc Guinness, seconded by Mr. Hayes made a motion to introduce Ordinance #022-2024.

RECORDED VOTE

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

ORDINANCE 022-2024

AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, WARREN COUNTY, STATE OF NEW JERSEY APPROPRIATING \$22,000.00 FROM CAPITAL SURPLUS TO PROVIDE FOR PURCHASE OF (15) RIFLES FOR THE TOWNSHIP OF MANSFIELD POLICE DEPARTMENT

STATEMENT OF PURPOSE

The purpose of this Ordinance is to appropriate \$22,000.00 from capital surplus for purchase of (15) rifles for the Township of Mansfield Police Department.

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

SECTION 1. The Township of Mansfield, in the County of Warren, New Jersey hereby appropriates \$22,200.00, fully funded by the capital surplus, for the purchase of (15) rifles for the Mansfield Township Police Department; and

SECTION 2. The capital budget of the Township of Mansfield is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith.

SECTION 3. This ordinance shall take effect ten (10), days after final publication hereof as provided by N.J.S.A. 40:49-9.

RESOLUTIONS (TAKEN SEPARATELY)

Resolution #245-2024 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, Mrs. Mora Dillon, Mayor Watters
Nay: XXXXXX
Absent: XXXXXX
Abstain: Mr. Farino

RESOLUTION 245-2024

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 Temporary Chief Financial Officer and the Deputy Treasurer, from the following accounts and in the following amounts:

BILLS LIST	
CURRENT- 3-01	\$ 162.90
CURRENT- 4-01	\$ 103,997.04
FEDERAL AND STATE GRANT FUND	\$ 4,791.79
DEVELOPER'S ESCROW	\$ 26,587.25
GREEN TEAM DONATIONS	\$ 189.00
TOTAL	\$ 135,727.98

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.

CONSENT AGENDA/RESOLUTIONS

The following Resolutions #246-2024 through #243-2024 as filed in the Township Clerk's Office, were adopted on motion by Mr. Mc Guinness and seconded by Mr. Hayes.

RECORDED VOTE

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

RESOLUTION 246-2024

RESOLUTION OF THE TOWNSHIP OF MANSFIELD AUTHORIZING TO RENEW AGREEMENT FOR DEER CARCASS REMOVAL WITH SPACE FARMS

WHEREAS, the Township of Mansfield seeks to renew their professional agreement with Space Farms, 218 Route 519, Sussex, New Jersey for deer carcass removal; and

WHEREAS, this agreement dictates Space Farms will remove deer carcasses from municipal road right of ways with twenty-four (24) notification at the rate of \$35.00 per deer payable monthly; and

WHEREAS, this agreement will be effective January 1 through December 31, 2025.

NOW THEREFORE BE IT RESOLVED, the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey authorizes the renewal of agreement with Space Farms, 218 Route 519, Sussex, New Jersey with the aforementioned agreement terms.

NOW, THEREFORE BE IT, FURTHER RESOLVED, the Township Committee authorizes the Township Clerk to sign the renewal agreement on behalf of the Township of Mansfield.

RESOLUTION 247-2024

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY, APPOINTING CGP&H, LLC AS ADMINISTRATIVE AGENT FOR THE TOWN'S AFFORDABLE HOUSING PROGRAM AND AWARDDING A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO CGP&H

WHEREAS, under authorization of the New Jersey Fair Housing Act (N.J.S.A. 52: 27D-301, et seq., the Township of Mansfield is implementing a program to provide affordable housing units to very low, low, and moderate-income households within the Township; and

WHEREAS, the Township's Affordable Housing Ordinance sets forth the duties of the administrative agent pursuant to N.J.A.C. 5:80-26.14 et seq. that requires the affordability controls of affordable housing units be administered by an administrative agent acting on behalf of a municipality; and

WHEREAS, Community Grants, Planning & Housing, LLC ("CGP&H") has submitted a Professional Services Agreement for May 24, 2024 to May 23, 2025 services; and

WHEREAS, the Township of Mansfield has selected CGP&H, LLC, 1249 South River Road, Suite 301, Cranbury, New Jersey 08512, to be the administrative agent for the purposes of providing affordability control services for all affordable housing within the Township; and

WHEREAS, the Chief Financial Officer has certified that funds are available in the amount of \$ 10,300.00 (not to exceed) in line-item T-20-55-289-0027-0000.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Mansfield in the County of Warren, and the State of New Jersey that CGP&H, LLC is hereby appointed by the Mansfield Township Committee as the Administrative Agent for the administration of the affordability controls of the Township's housing program.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Mayor and Township Clerk are hereby authorized to execute the Professional Services Agreement between the Township of Mansfield and CGP&H, LLC. A copy of the agreement is on file in the office of the Township Clerk for inspection by the Public.

RESOLUTION 248-2024

RESOLUTION APPOINTING A MUNICIPAL HOUSING LIAISON

WHEREAS, pursuant to P.L. 2024, c.2, the Township of Mansfield is required to appoint a Municipal Housing Liaison for the oversight of administration of the Township of Mansfield's affordable housing program to enforce the requirements of the law and N.J.A.C. 5:80-26.1 et. seq.; and

WHEREAS, the Township of Mansfield has amended Chapter 365, entitled Affordable Housing to provide for the appointment of a Municipal Housing Liaison to administer the Township of Mansfield's affordable housing program.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield in the County of Warren, and the State of New Jersey that JoAnn Fascenelli is hereby appointed by the Township Committee of the Township of Mansfield as the Municipal Housing Liaison for the administration of the affordable housing program, pursuant to and in accordance with Sections 365-5, of the Township of Mansfield's Affordable Housing Code.

RESOLUTION 249-2024

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN AND STATE OF NEW JERSEY, AUTHORIZING REFUND OF RETAINING WALL BOND

WHEREAS, Ryan Homes issued check number 732016 dated October 21, 2024, in the amount of \$22,000.00, for a Retaining Wall Bond to the Township of Mansfield, County of Warren; and

WHEREAS, there remains a balance of \$ 22,000.00 in the escrow account for the Retaining Wall Bond; and

WHEREAS, the Township Engineer has determined that the escrow can be refunded.

NOW, THEREFORE, BE IT RESOLVED, that the Township Finance Office be authorized to refund the amount of \$ 22,000.00 to Ryan Homes.

RESOLUTION 250-2024

RESOLUTION AUTHORIZING REFUND OF OVERPAYMENT OF TAXES BLOCK 1001.02 LOT 40.12

WHEREAS, the property known as Block 1001.02 Lot 40.12, on the Tax Maps of the Township of Mansfield, Warren County, New Jersey has an overpayment of \$ 1,764.62, for the fourth quarter of 2024; and

WHEREAS, the property owner has requested a refund of said overpayment;

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 Tax Collector and Township Finance Office are hereby authorized to refund the following payment:

Robert & Robyn Clark
434 Mount Bethel Road
Oxford, NJ 07863

BLOCK 1001.02 LOT 40.12

REFUND TOTAL \$ 1,764.62

RESOLUTION 251-2024

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN AND STATE OF NEW JERSEY, AUTHORIZING ACCEPTANCE OF A DRIVEWAY BOND FOR 106 MOUNTAIN VIEW LANE

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, Ryan Homes, the developer of the property located at 106 Mountain View Lane has submitted check number 732071, 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.

RESOLUTION 252-2024

A RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN AND STATE OF NEW JERSEY, AUTHORIZING ACCEPTANCE OF DRIVEWAY BOND FOR 114 MOUNTAIN VIEW LANE

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, Ryan Homes, the developer of the property located at 114 Mountain View Lane has submitted check number 732076, 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.

Andrea Zaleski
1 Middle Lane West
Port Murray, New Jersey 07865

BLOCK 1501.07 LOT 6

REFUND TOTAL \$ 530.55

RESOLUTION 253-2024

RESOLUTION AUTHORIZING REFUND OF OVERPAYMENT OF TAXES BLOCK 2104 LOT 6

WHEREAS, the property known as Block 2104 Lot 6, on the Tax Maps of the Township of Mansfield, Warren County, New Jersey has an overpayment of \$ 1,614.84, for the third quarter of 2024; and

WHEREAS, the property owner has requested a refund of said overpayment;

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 Tax Collector and Township Finance Office are hereby authorized to refund the following payment:

Robert Russell
10 Brookside Avenue
Hackettstown, NJ 07840

BLOCK 2104 LOT 6

REFUND TOTAL \$ 1,614.84

NEW BUSINESS:

COMMITTEE PERSON COMMENTS: Mr. Hayes stated the Toys For Tots train would be stopping behind the post office on Saturday, November 30th at 11:30 pm.

EXECUTIVE SESSION

Mr. Hayes, seconded by Mrs. Mora Dillon, made a motion to adopt Resolution #254-2024 for an Executive Session of the Township Committee.

RECORDED VOTE

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

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

Personnel

Police Department

Attorney Client Privilege

Zoning Matters

RESOLUTION 254-2024

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

excluded in order that the Township Committee of the Township of Mansfield may discuss the items listed below:

Personnel

Police Department

Attorney Client Privilege

Zoning Matters

At approximately 7:53 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 8:27.m.

RECORDED VOTE

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

Mr. Baldwin announced the following discussed in Executive Session:

Personnel

Police Department

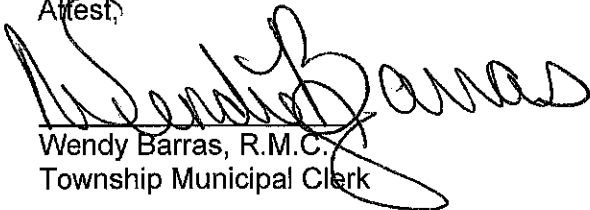
Attorney Client Privilege

Zoning Matters

Copies of these minutes will be available at such time the Committee determines there is no longer a harm to the public interest. There was no official action resulting from Executive Session.

There being no further business, Mr. Hayes made a motion to adjourn. All present were in favor. The meeting was adjourned at approximately 8:32 p.m.

Attest,



Wendy Barras, R.M.C.
Township Municipal Clerk