



**AGENDA OF THE REGULAR MEETING OF THE TOWNSHIP COMMITTEE OF  
TOWNSHIP OF MANSFIELD  
JANUARY 22, 2025  
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 Mansfield Township. There may be additions or deletions prior to the Committee taking final action.

**ROLL CALL:  
SALUTE TO FLAG:**

**APPROVAL OF THE MINUTES**

**Executive Session-** December 23, 2024  
**Regular Session-** December 23, 2024  
**Reorganization Meeting** – January 2, 2025

**CLERK'S REPORT**  
**FINANCE REPORT**  
**EMPLOYEES' REPORTS**  
**ENGINEER'S REPORT**

**PUBLIC PORTION**

**ORDINANCE: INTRODUCTION AND FIRST READING**

- #001-2025:** Ordinance Of The Township Of Mansfield, County Of Warren, State Of New Jersey Amending Chapter 260 Of The Township Code Entitled Peddling And Soliciting Most Notably, Section 260-2, Entitled "License; Application"
- #002-2025:** Ordinance Of The Township Of Mansfield, County Of Warren, State Of New Jersey Amending Chapter 123 Of The Township Code Entitled Animal Control Most Notably, Section 123-26, Entitled "Definitions"

**RESOLUTIONS (taken separately)**

- #036-2025** Payment of Municipal Obligations
- #037-2025** Payment of Unused Vacation Time – J. Fascenelli
- #038-2025** Liquor License Person to Person Transfer - #2116-33-001-004, Taphouse Grille LLC to Rosamilia Hospitality Corp.

**PUBLIC PORTION – CONSENT AGENDA ONLY**

**CONSENT AGENDA**

- #039-2025** Resolution Authorizing Professional Service Agreement – Township Attorney - Lavery
- #040-2025** Resolution Authorizing Professional Service Agreement – Township Engineer- Boswell Engineering
- #041-2025** Resolution Authorizing Professional Service Agreement – Township Financial Advisory – Phoenix Advisors
- #042-2025** Resolution Authorizing Professional Service Agreement - Conflict Attorney – Mc Briar
- #043-2025** Resolution Authorizing Professional Service Agreement – Bond Counsel – Gibbons, PC
- #044-2025** Resolution Authorizing Professional Service Agreement – Township Auditor – Samuel Klein & Co.

- #045-2025 Resolution Authorizing Professional Service Agreement – Municipal Prosecutor – Albert
- #046-2025 Resolution Authorizing Professional Service Agreement – Municipal Public Defender-Farino
- #047-2025 Resolution Authorizing Professional Service Agreement – IT Consultant – Nisivoccia Consulting
- #048-2025 Resolution Appointing A Sustainability Subcommittee “Green Team” As Part Of The Mansfield Township Environmental Commission
- #049-2025 Resolution Designating Officials Authorized to Sign Township Checks
- #050-2025 Resolution Authorizing and Approving Salaries and Wages
- #051-2025 Resolution Authorizing 2024 Budget Transfer Appropriations
- #052-2025 Resolution Authorizing Private Sale of Tax Sale Certificate No. 24-00022
- #053-2025 Resolution Authorizing Purchasing from Morris County Co-Op for #2 Fuel Oil – Finch Fuel
- #054-2025 Resolution Authorizing Purchasing from Morris County Co-Op for #2 Diesel Fuel – Giffith-Allied Trucking
- #055-2025 Resolution Authorizing Purchasing from Warren County Co-Op for Rock Salt
- #056-2025 Resolution Authorizing Award of Contract to Parker Engineering & Surveying, P.C.

**NEW BUSINESS**

Junk Dealer’s License – Route 57 Auto Salvage

**COMMITTEE PERSON COMMENTS**

**EXECUTIVE SESSION**

#057-2025 Executive Session

**RETURN TO REGULAR SESSION**

**ADJOURN**



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

**ORDINANCE 001-2025**

**ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AMENDING CHAPTER 260 OF THE TOWNSHIP CODE ENTITLED PEDDLING AND SOLICITING MOST NOTABLY, SECTION 260-2, ENTITLED "LICENSE; APPLICATION"**

**STATEMENT OF PURPOSE**

The purpose of this Ordinance is amend and Chapter 260, Section 260-2 License; application.

**WHEREAS**, the Township of Mansfield ("the Township"), in the County of Warren, State of New Jersey determined that for-profit solicitors and peddlers must satisfy terms and conditions to ensure their legitimacy and safety to the public; and

**WHEREAS**, the Township created a fee structure for the licensure of peddling and soliciting to accompany the application; and

**WHEREAS**, the Township Code, Chapter 260, Section 2B, which references the license fee to be paid by a solicitor applicant, has been found to require updating; and

**WHEREAS**, the Township Committee has determined that it is in the best interests of the residents of the Township to amend the amount of this license fee for a solicitor to better align with the fees imposed by surrounding municipalities.

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

**SECTION 1.** Chapter 260, Article II, Section B is hereby amended as follows:

**§260-2 License; application** License fees under this chapter shall be as follows:

1. A fee of ~~\$50~~ \$45 shall accompany the application for a license and such fee shall constitute the license fee until license is terminated or revoked in accordance with this article. Such fee shall not be refundable and shall be used to defray the costs of investigation and processing.

**SECTION 2.** Unless otherwise set forth herein, all other terms and any applicable fees set forth in Chapter 260, Peddling and Soliciting shall be and remain unchanged.

**SECTION 3.** Any ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

**SECTION 4.** Severability. If any portion of this Ordinance is found to be invalid for any reason by any court of competent jurisdiction, such judgement shall be limited in its effect only to that portion of the ordinance actually invalidated and shall not be deemed to affect the operation of any other portion thereof.

**SECTION 5.** This ordinance shall take effect upon adoption and publication according to law.

**ATTEST:**

**TOWNSHIP OF MANSFIELD**

\_\_\_\_\_  
Wendy Barras, Municipal Clerk

\_\_\_\_\_  
Hon. Joseph Watters, Mayor

Motion: Introduce Ordinance Moved by: \_\_\_\_\_ ; Seconded by:

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

Yes:

No:

Abstain:

Absent:

Introduced:

Published:

Public Hearing:

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 \_\_\_\_\_, 2025.

\_\_\_\_\_  
Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

## ORDINANCE 002-2025

ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AMENDING CHAPTER 123 OF THE TOWNSHIP CODE ENTITLED ANIMAL CONTROL MOST NOTABLY, SECTION 123-26, ENTITLED "DEFINITIONS"

### STATEMENT OF PURPOSE

The purpose of this Ordinance is amend and Chapter 123, Section 123-26 Definitions.

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

**SECTION 1.** Chapter 123, Article V, Section A is hereby amended as follows:

**§123-26 Definitions** Livestock under this chapter shall be defined as follows:

**LIVESTOCK** – All horses, ponies, donkeys, mules, miniature breeds, and all other equine; all domestic and exotic pigs, hogs, and other swine; all cattle, goats, sheep; all llamas, and alpacas, chickens and all other fowl.

**SECTION 2.** Unless otherwise set forth herein, all other terms and any applicable fees set forth in Chapter 260, Peddling and Soliciting shall be and remain unchanged.

**SECTION 3.** Any ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

**SECTION 4.** Severability. If any portion of this Ordinance is found to be invalid for any reason by any court of competent jurisdiction, such judgement shall be limited in its effect only to that portion of the ordinance actually invalidated and shall not be deemed to affect the operation of any other portion thereof.

**SECTION 5.** This ordinance shall take effect upon adoption and publication according to law.

**ATTEST:**

**TOWNSHIP OF MANSFIELD**

\_\_\_\_\_  
Wendy Barras, Township Municipal Clerk

\_\_\_\_\_  
Hon. Joseph Watters, Mayor

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

Introduced:  
Published:  
Public Hearing:

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      , 2025.

\_\_\_\_\_  
Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

**RESOLUTION 036-2025**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING THE FINANCE DEPARTMENT TO ENCUMBER AND PAY BILLS BETWEEN THE JANUARY 22, 2025 AND FEBRUARY 12, 2025 MEETINGS**

**WHEREAS**, the Township Committee of the Township of Mansfield deems it necessary to authorize the Finance Office to encumber and pay certain township obligations between the January 22, 2025 and February 12, 2025 regular meetings; and

**WHEREAS**, as of January 17, 2025, the finance system has not been converted to enable issuing 2025 purchase orders or checks; and

**WHEREAS**, the township has obligations to be paid prior to the February 12, 2025 meeting in order to avoid late fees, interruption of services, and to take advantage of a payment discount; and

**WHEREAS**, the finance office has determined that the following vendors require payment prior to the February 12, 2025 meeting:

**CURRENT FUND**

PO #	VENDOR	DESCRIPTION	QUANTITY	TOTAL DUE
24-00711	ATLANTIC SALT	ROCK SALT	306.24 / TONS	\$20,711.00
24-00910	CAPITAL ONE	BOTTLED WATER	12	\$16.44
24-00944	COMCAST	ETHERNET	12/15/24-1/14/25	\$810.58
24-00035	ELIZABETHTOWN GAS	DPW GAS	12/5/24 - 1/7/25	\$739.14
24-00039	GRIFFITH-ALLIED	GASOLINE	POLICE 12/13/24	\$1,391.86
	GRIFFITH-ALLIED	GASOLINE	POLICE 12/31/24	\$1,226.38
24-00030	MANSFIELD FIRE DEPT.	TWP CONTRIBUTION	2ND QTR. 2024	\$12,733.10
24-00038	US BANK	COPIER LEASE (ADMIN)	12/19/24 CONTRACT	\$276.15
	JCP&L	VARIOUS ACTS	VARIOUS DATES	\$1,434.29
	STATE OF NJ	HEALTH INSURANCE	January 2025	\$97,502.78
	MANSFIELD BD OF ED	TAX LEVY	January 2025	\$528,458.92
	COUNTY OF WARREN	COUNTY & LIBRARY TAXES	1 <sup>ST</sup> QTR.	\$1,431,061.72
	COUNTY OF WARREN	OPEN SPACE TAXES	1 <sup>ST</sup> QTR.	\$48,618.36
	COUNTY OF WARREN	ADDED/OMITTED TAXES	2023 & 2024	\$81,541.82
	TOSHIBA FINANCIAL SER	COPIER LEASE (COURT)	1/1/25 - 1/31/25	\$92.91
	TRI-COUNTY FIRE DEPT.	TWP CONTRIBUTION	1ST QTR. 2025	\$12,733.12
	DE LAGE LANDEN FIN.	COPIER LEASE (POLICE)	1/1/25 - 1/31/25	\$249.52
	WASHINGTON BORO	ANIMAL CONTROL SER.	1ST. QTR. 2025	\$2,817.00
	INDEPENDENCE 1ST AID	DONATION	JANUARY 2025	\$6,491.67
	WARREN HILLS BD OF ED	TAX PAYMENT	JANUARY 2025	\$591,599.25
	<b>TOTAL</b>			<b>\$2,840,506.01</b>

**CAPITAL TRUST**

PO #	VENDOR	DESCRIPTION	QUANTITY	TOTAL DUE
23-00296	FIRE & SAFETY SER.	PIERCE PUMPER	PRE DELIVERY	\$356,719.73
	<b>TOTAL</b>			<b>\$356,719.73</b>

**UNEMPLOYMENT TRUST**

<b>PO #</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>TOTAL DUE</b>
24-00923	STATE OF NEW JERSEY	REIMBURSEMENT	QTR ENDING 12/31/23	\$5,210.00
	<b>TOTAL</b>			<b>\$5,210.00</b>

**WHEREAS**, the finance department will prepare an official bill list once the finance system has been converted; and

**WHEREAS**, if the finance system is converted prior to the January 22, 2025 meeting, a bill list will be available for the committee to review.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee of the Township of Mansfield, authorizes the finance department to pay the above vendors prior to the February 12, 2025 meeting.

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 a Regular Meeting held on January 22, 2025. Witness my hand this       . day of January, 2025.

\_\_\_\_\_  
Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

**RESOLUTION 037-2025**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING THE PAYMENT OF UNUSED 2024 VACATION TIME - JOANN FASCENELLI, ASSISTANT CFO**

**WHEREAS**, JoAnn Fascenelli, Assistant CFO, was unable to utilize all of his vacation days in 2024 due to the increased workload placed upon her during the period of transition when the Township hired a new Municipal CFO; and

**WHEREAS**, the Township personnel policy permits the employees to carry over five (5) unused vacation days per year; and

**WHEREAS**, due to the extenuating circumstances of Mrs. Fascenelli's increased workload due to the CFO transition, the Township Committee wishes to permit an exception to the personnel policy and allow Ms. Fascenelli to carry over an additional five (5) days of unused 2024 vacation time; and

**WHEREAS**, these additional carried over vacation days shall be utilized by March 31, 2025 or they shall be forfeited; and

**WHEREAS**, the Township Committee also wishes to pay Mrs. Fascenelli the remainder of her unused 2024 vacation time; and

**WHEREAS**, Mrs. Fascenelli will be paid \$4,359.55 (95 hours) for her unused 2024 vacation time; and

**WHEREAS**, the Chief Financial Officer has certified that funds are available in the current account # 4-01-20-130-0000-1090.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that the CFO is authorized to pay JoAnn Fascenelli per the above through the payroll system of the Township of Mansfield

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 a Regular Meeting held on January 22, 2025. Witness my hand this . day of January, 2025.

\_\_\_\_\_  
Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

## RESOLUTION 038-2025

### RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING PERSON TO PERSON TRANSFER OF LIQUOR LICSE #2116-33-001-004, TAPHOUSE GRILLE, LLC TO ROSAMILIA HOSPITALITY CORP

**WHEREAS**, an application has been filed for a person-to-person transfer of Plenary Retail Consumption License #2116-33-001-004, heretofore issued to Taphouse Grille, LLC for premises located at 1930 Route 57, Township of Mansfield; and

**WHEREAS**, the submitted application form is complete in all respects, the transfer fees have been paid, and the license has been properly renewed for the 2024-2025 license term as set by the adoption of Resolution #151-2024; and

**WHEREAS**, the applicant, Rosamilia Hospitality Corp., is qualified to be licensed according to all standards established by Title 33 of the New Jersey State Statutes, regulations promulgated thereunder, as well as pertinent local ordinances and conditions consistent with Title 33; and

**WHEREAS**, the applicant has disclosed all funding sources and the Township of Mansfield Police Department conducted their investigation having reviewed the source of all funds used in the purchase of the license and the licensed business and all additional financing obtained in the connection with the purchase with the licensed business; and

**NOW THEREFORE BE IT RESOLVED**, the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey does hereby approve, effective January 22, 2025, the person-to-person transfer of the aforesaid Plenary Retail Consumption License #2116-33-001-004 to Rosamilia Hospitality Corp. and does hereby direct the Township Clerk to endorse the license certificate to the new ownership as follows, "This license, subject to all its terms and conditions, is hereby transferred to Rosamilia Hospitality Corp, effective January 22, 2025.

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 a Regular Meeting held on January 22, 2025. Witness my hand this . day of January, 2025.

\_\_\_\_\_  
Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

**RESOLUTION 039-2025**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE  
OF NEW JERSEY AUTHORIZING  
PROFESSIONAL SERVICE AGREEMENT- TOWNSHIP MUNICIPAL ATTORNEY-  
MICHAEL B. LAVERY OF LAVERY, SELVAGGI & COHEN, P.C**

**WHEREAS**, the Township is required by law to have a Township Attorney to provide legal services to the Mayor, Committee, Administrative Staff, and Municipality and to represent the municipality in litigation; and

**WHEREAS**, the Township of Mansfield duly advertised for the receipt of proposals for Township Attorney for the 2025 Contract Year; and

**WHEREAS**, the governing body, upon review of the qualifications, determined that Michael B. Lavery of the firm of Lavery, Selvaggi, & Cohen, P.C. has the necessary qualifications to perform the duties of Township Attorney and has provided the Township a satisfactory proposal; and

**WHEREAS**, Michael B. Lavery 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**, the governing body of the Township of Mansfield appointed Michael B. Lavery as Township of Mansfield Municipal Attorney for a one(1) year term expiring December 31, 2025, at its January 2, 2025 Reorganization Meeting; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A11-1, et seq.) requires that the resolution authorizing the award of contracts for "professional services" without competitive bids on the contract itself must be available for public inspection; and

**WHEREAS**, pursuant to N.J.A.C. 5:30-5.4, the Chief Financial Officer certifies the appropriate funds are encumbered in the 2025 municipal budget with a not to exceed \$80,000; and

**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 Michael B. Lavery. in the form annexed to and made a part of this Resolution is accepted.
2. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40:11-5(1)(a) of the Local Public Contracts Law, not to exceed \$80,000.00.
3. The Mayor and Township Clerk are hereby authorized to execute the attached Professional Services Agreement, as consistent with the terms of this Resolution.
4. A Notice of award of this contract shall be published once, in accordance with N.J.S.A. 40:11-5(1)(a)(i)
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 a Regular Meeting held on January 22, 2025. Witness my hand this . day of January, 2025.

\_\_\_\_\_  
Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

**RESOLUTION 040-2025**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING PROFESSIONAL SERVICE AGREEMENT TOWNSHIP ENGINEER- BOSWELL ENGINEERING**

**WHEREAS**, the Mansfield Township Committee has a need to acquire services for a Township Engineer 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 duly advertised for the receipt of proposals for Township Engineer for the 2025 Contract Year; and

**WHEREAS**, the governing body, upon review of the qualifications, determined Boswell Engineering has the necessary qualifications to perform the duties of Township Attorney and has provided the Township a satisfactory proposal; and

**WHEREAS**, Boswell Engineering has submitted a rate schedule and 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**, the governing body of the Township of Mansfield appointed Boswell Engineering as Township of Mansfield Engineer for a one(1) year term expiring December 31, 2025, at its January 2, 2025 Reorganization Meeting; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A11-1, et seq.) requires that the resolution authorizing the award of contracts for "professional services" without competitive bids on the contract itself must be available for public inspection; and

**WHEREAS**, pursuant to N.J.A.C. 5:30-5.4, the Chief Financial Officer certifies the appropriate funds are encumbered in the 2025 municipal budget with a not to exceed \$25,000; and

**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 Boswell Engineering. in the form annexed to and made a part of this Resolution is accepted.
2. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40:11-5(1)(a) of the Local Public Contracts Law, not to exceed \$25,000.00.
3. The Mayor and Township Clerk are hereby authorized to execute the attached Professional Services Agreement, as consistent with the terms of this Resolution.
4. A Notice of award of this contract shall be published once, in accordance with N.J.S.A. 40:11-5(1)(a)(i)
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 a Regular Meeting held on January 22, 2025. Witness my hand this . day of January, 2025.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

**RESOLUTION 041-2025**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING PROFESSIONAL SERVICE AGREEMENT TOWNSHIP - FINANCIAL ADVISOR- PHOENIX ADVISORS**

**WHEREAS**, the Township of Mansfield duly advertised for the receipt of proposals for a Financial Advisor for the 2025 Contract Year; and

**WHEREAS**, the governing body, upon review of the qualifications, determined that Phoenix Advisors has the necessary qualifications to perform the duties of Township Financial Advisor and has provided the Township a satisfactory proposal; and

**WHEREAS**, Phoenix Advisors has submitted a rate schedule and a Business Entity Disclosure Certification which certifies that they have 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**, the governing body of the Township of Mansfield appointed Phoenix Advisors as Township of Mansfield Financial Advisor for a one(1) year term expiring December 31, 2025, at its January 2, 2025 Reorganization Meeting; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A11-1, et seq.) requires that the resolution authorizing the award of contracts for "professional services" without competitive bids on the contract itself must be available for public inspection; and

**WHEREAS**, pursuant to N.J.A.C. 5:30-5.4, the Chief Financial Officer certifies the appropriate funds are encumbered in the 2025 municipal budget with a not to exceed \$2,000; and

**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 Phoenix Advisors. in the form annexed to and made a part of this Resolution is accepted.
2. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40:11-5(1)(a) of the Local Public Contracts Law, not to exceed \$2,000.00.
3. The Mayor and Township Clerk are hereby authorized to execute the attached Professional Services Agreement, as consistent with the terms of this Resolution.
4. A Notice of award of this contract shall be published once, in accordance with N.J.S.A. 40:11-5(1)(a)(i)
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 a Regular Meeting held on January 22, 2025. Witness my hand this . day of January, 2025.

\_\_\_\_\_  
Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

**RESOLUTION 042-2025**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING PROFESSIONAL SERVICE AGREEMENT TOWNSHIP CONFLICT ATTORNEY- ROBERT B. MC BRIAR OF SCHNECK, PRICE, SMITH & KING, LLP**

**WHEREAS**, the Township of Mansfield duly advertised for the receipt of proposals for a Conflict Attorney for the 2025 Contract Year; and

**WHEREAS**, the governing body, upon review of the qualifications, determined that Robert B. Mc Briar of the firm of Schenk, Price, Smith & King, LLP. has the necessary qualifications to perform the duties of Township Conflict Attorney and has provided the Township a satisfactory proposal; and

**WHEREAS**, Mr. Robert B. Mc Briar has submitted a proposal and a Business Entity Disclosure Certification which certifies that they have 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**, the governing body of the Township of Mansfield appointed Robert B. Mc Briar as Township of Mansfield Conflict Attorney for a one(1) year term expiring December 31, 2025, at its January 2, 2025 Reorganization Meeting; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A11-1, et seq.) requires that the resolution authorizing the award of contracts for "professional services" without competitive bids on the contract itself must be available for public inspection; and

**WHEREAS**, pursuant to N.J.A.C. 5:30-5.4, the Chief Financial Officer certifies the appropriate funds are encumbered in the 2025 municipal budget with a not to exceed \$8,000; and

**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 Robert B. Mc Briar in the form annexed to and made a part of this Resolution is accepted.
2. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40:11-5(1)(a) of the Local Public Contracts Law, not to exceed \$8,000.00.
3. The Mayor and Township Clerk are hereby authorized to execute the attached Professional Services Agreement, as consistent with the terms of this Resolution.
4. A Notice of award of this contract shall be published once, in accordance with N.J.S.A. 40:11-5(1)(a)(i)
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 a Regular Meeting held on January 22, 2025. Witness my hand this     day of January, 2025.

\_\_\_\_\_  
Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

**RESOLUTION 043-2025**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING PROFESSIONAL SERVICE AGREEMENT TOWNSHIP - BOND COUNSEL- GIBBONS, P.C**

**WHEREAS**, the Township of Mansfield duly advertised for the receipt of proposals for a Bond Counsel for the 2025 Contract Year; and

**WHEREAS**, the governing body, upon review of the qualifications, determined that Gibbons, P.C. has the necessary qualifications to perform the duties of Township Bond Counsel and has provided the Township a satisfactory proposal; and

**WHEREAS**, the governing body of the Township of Mansfield appointed Gibbons, P.C. as Township of Mansfield Bond Counsel for a one(1) year term expiring December 31, 2025, at its January 2, 2025 Reorganization Meeting; and

**WHEREAS**, Gibbons, P.C. has submitted a rate schedule and a Business Entity Disclosure Certification which certifies that they have 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**, the Local Public Contracts Law (N.J.S.A. 40A11-1, et seq.) requires that the resolution authorizing the award of contracts for "professional services" without competitive bids on the contract itself must be available for public inspection; and

**WHEREAS**, pursuant to N.J.A.C. 5:30-5.4, the Chief Financial Officer certifies the appropriate funds are encumbered in the 2025 municipal budget with a not to exceed \$10,000; and

**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 Gibbons, P.C. in the form annexed to and made a part of this Resolution is accepted.
2. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40:11-5(1)(a) of the Local Public Contracts Law, not to exceed \$10,000.00.
3. The Mayor and Township Clerk are hereby authorized to execute the attached Professional Services Agreement, as consistent with the terms of this Resolution.
4. A Notice of award of this contract shall be published once, in accordance with N.J.S.A. 40:11-5(1)(a)(i)
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 a Regular Meeting held on January 22, 2025. Witness my hand this . day of January, 2025.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

**RESOLUTION 044-2025**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE  
OF NEW JERSEY AUTHORIZING  
PROFESSIONAL SERVICE AGREEMENT  
TOWNSHIP MUNICIPAL AUDITOR- SAMUEL KLEIN & COMPANY, LLP**

**WHEREAS**, the Township is required by law to have a Municipal Auditor and to have an annual audit performed; and

**WHEREAS**, the Township of Mansfield duly advertised for the receipt of proposals for Municipal Auditor for the 2025 Contract Year; and

**WHEREAS**, the governing body, upon review of the qualifications, determined that Samuel Klein & Company, LLP. has the necessary qualifications to perform the duties of Township Municipal Auditor and has provided the Township a satisfactory proposal; and

**WHEREAS**, Samuel Klein & Company, LLP has submitted a proposal and a Business Entity Disclosure Certification which certifies that they have 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**, the governing body of the Township of Mansfield appointed Samuel Klein & Company, LLP as Mansfield Township Municipal Auditor for a one(1) year term expiring December 31, 2025, at its January 2, 2025 Reorganization Meeting; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A11-1, et seq.) requires that the resolution authorizing the award of contracts for "professional services" without competitive bids on the contract itself must be available for public inspection; and

**WHEREAS**, pursuant to N.J.A.C. 5:30-5.4, the Chief Financial Officer certifies the appropriate funds are encumbered in the 2025 municipal budget with a not to exceed \$33,475.00; and

**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 Samuel Klein & Company, LLP. in the form annexed to and made a part of this Resolution is accepted.
2. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40:11-5(1)(a) of the Local Public Contracts Law, not to exceed \$33,475.00.
3. The Mayor and Township Clerk are hereby authorized to execute the attached Professional Services Agreement, as consistent with the terms of this Resolution.
4. A Notice of award of this contract shall be published once, in accordance with N.J.S.A. 40:11-5(1)(a)(i)
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 a Regular Meeting held on January 22, 2025. Witness my hand this . day of January, 2025.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

**RESOLUTION 045-2025**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING PROFESSIONAL SERVICE AGREEMENT – MUNICIPAL PROSECUTOR – NORMAN ALBERT, ESQ.**

**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 duly advertised for the receipt of proposals for Municipal Prosecutor for the 2025 Contract Year

**WHEREAS**, the governing body, upon review of the qualifications, determined that Norman Albert, Esq. has the necessary qualifications to perform the duties of Municipal Prosecutor and has provided the Township a satisfactory proposal; and

**WHEREAS**, the governing body of the Township of Mansfield appointed Norman Albert, Esq. as Municipal Prosecutor for a one (1) year term expiring December 31, 2025, at its January 2, 2025 Reorganization Meeting;

**WHEREAS**, Norman Albert, Esq. has submitted a proposal indicating he will provide the services of Municipal Prosecutor and 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**, the Township of Mansfield has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

**WHEREAS**, pursuant to N.J.A.C. 5:30-5.4, the Chief Financial Officer will certify that the appropriate funds are encumbered in the 2024 municipal budget with a not to exceed \$29,200.00.

**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 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 \$29,200.00, which may be increased by resolution as warranted.
4. A Notice of 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 a Regular Meeting held on January 22, 2025. Witness my hand this . day of January, 2025.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

**RESOLUTION 046-2025**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING PROFESSIONAL SERVICE AGREEMENT PUBLIC DEFENDER – DONALD J. FARINO, ESQ.**

**WHEREAS**, the Township of Mansfield has a need to appoint a Municipal Public Defender 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 duly advertised for the receipt of proposals for Municipal Public Defender for the 2025 Contract Year

**WHEREAS**, the governing body, upon review of the qualifications, determined that Donald J. Farino, Esq. has the necessary qualifications to perform the duties of Public Defender and has provided the Township a satisfactory proposal; and

**WHEREAS**, the governing body of the Township of Mansfield appointed Donald J. Farino, Esq. as Public Defender for a one (1) year term expiring December 31, 2025, at its January 2, 2025 Reorganization Meeting;

**WHEREAS**, Donald J. Farino, Esq. has submitted a proposal indicating he will provide the services of Public Defender and 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 appropriate funds are encumbered in the 2025 municipal budget with a not to exceed \$17,000.00.

**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 Donald J. Farino, 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 \$17,000.00, which may be increased by resolution as warranted.
4. A Notice of 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 a Regular Meeting held on January 22, 2025. Witness my hand this . day of January, 2025.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

## RESOLUTION 047-2025

### RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING PROFESSIONAL SERVICE AGREEMENT INTERNET TECHNOLOGY SERVICES- NISIVOCIA CONSULTING, LLC

**WHEREAS**, the Township of Mansfield duly advertised for the receipt of proposals for Information Technology Services for the 2025 Contract year; and

WHEREAS, the governing body, upon review of the qualifications, determined that Nisivoccia Consulting, LLC has the necessary qualifications to perform the duties of Township IT Consultant and has provided the Township a satisfactory proposal; and

**WHEREAS**, Nisivoccia Consulting, LLC has submitted a rate schedule and a Business Entity Disclosure Certification which certifies that they have 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, the governing body of the Township of Mansfield appointed Nisivoccia Consulting, LLC as Township of Mansfield IT Consultant for a one (1) year term expiring December 31, 2025, at its January 2025 Reorganization Meeting; and

**WHEREAS**, the Local Public Contracts Law, *N.J.S.A. 40A:11-1*, et seq. requires that the resolution authorizing the award of contracts for "professional services" without competitive bids on the contract itself must be available for public inspection; and

**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 Nisivoccia Consulting, LLC. in the form annexed to and made a part of this Resolution is accepted.
2. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40:11-5(1)(a) of the Local Public Contracts Law.
3. The Mayor and Township Clerk are hereby authorized to execute the attached Professional Services Agreement, with a not to exceed \$20,000.00 which may be increased by resolution as warranted.
4. A Notice of 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 a Regular Meeting held on January 22, 2025. Witness my hand this . day of January, 2025.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

## RESOLUTION 048-2025

### RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY APPOINTING A SUSTAINABILITY SUBCOMMITTEE "GREEN TEAM" AS PART OF THE TOWNSHIP OF MANSFIELD ENVIRONMENTAL COMMISSION

**WHEREAS**, The Township Committee of the Township of Mansfield strives to save tax dollars, assure clean air and water, improve working and living environments, to build a community that is sustainable economically, environmentally and socially; a community which would thrive well into the new century; and

**WHEREAS**, the Township Committee of the Township of Mansfield wishes to build a model of government which benefits our residents now and far into the future with green community initiatives which are easy to replicate and affordable to implement; and

**WHEREAS**, in an attempt to focus attention on "Green" issues, the Township Committee has, through prior resolution passed on July 14, 2010, established a Sustainability Subcommittee as part of the Mansfield Township Environmental Commission, also to be known as the "Green Team;" and

**WHEREAS**, the Township Committee of the Township of Mansfield wants to continue the process of focusing on "Green" issues by starting with audits of municipality facilities and operations; and

**WHEREAS**, the Township Committee of the Township of Mansfield desires to continue the process of making its operations greener, more environmentally friendly, and more energy efficient; and

**WHEREAS**, alternative power sources, changes to fleet purchasing and maintenance, water quality improvements, and operational changes will all be considered as the Township moves to do their share to lessen the environmental impact of its operations; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield that we do hereby establish an Environmental Commission Sustainability Subcommittee "Green Team" consisting of four (4) members who shall be residents or employees of Mansfield Township, appointed annually, for a term of one (1) calendar year.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, by the Township Committee of the Township of Mansfield that the Mission, Goals and Objectives for the Green Team are established as follows:

#### **Mission**

The Mansfield Township Green Team will advise the township committee on ways to improve municipal operations with "Green" initiatives which are economically and environmentally sound through research and evaluation.

#### **Goals**

Maintain certification as a "Green" municipality by the Sustainable Jersey program through completion of projects and initiatives that are part of that program.

Apply for applicable grants and financial aid available through the Sustainable Jersey program for projects and initiatives that would assist the township in meeting its goal as a green community and for the benefit of all its citizens.

#### **Objectives**

1. Collaborate with township employees, service providers and other governmental agencies to share resource information and ideas consistent with the Mission of the Green Team.
2. Encourage participation of all township employees to solicit ideas on green initiatives that are consistent with the Sustainable Jersey program.
3. Research and analyze green initiatives which make practical environmental and financial sense.
4. Develop strategies for sustainable green initiatives in municipal operations.

**NOW ,THEREFORE, BE IT FINALLY RESOLVED**, by the Township Committee of the Township of Mansfield that the following persons are hereby appointed to the Green Team for the year 2025:

<b>NAME</b>	<b>POSITION</b>	<b>REPRESENTATIVE</b>
JoAnn Fascenelli	Regular Member MT	Certified Recycling/Clean Communities
Glenn McGuinness	Regular Member MT	Township Committee
Robert Jewell	Regular Member MT	Environmental Commission
Illena Raffaele	Regular Member	Citizen Representative

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 a Regular Meeting held on January 22, 2025. Witness my hand this     . day of January, 2025.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

**RESOLUTION 049-2025**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN,  
STATE OF NEW JERSEY DESIGNATING OFFICIALS AUTHORIZED TO SIGN  
TOWNSHIP CHECKS**

**BE IT RESOLVED**, that each check of the Township of Mansfield be signed by two (2) of the following and that they hereby are authorized to sign same.

- Mayor, Joseph Watters
- Township Municipal Clerk, Wendy Barras
- Part Time Temporary Chief Financial Officer, Bryan Courter
- Assistant Chief Financial Officer, JoAnn Fascenelli

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 a Regular Meeting held on January 22, 2025. Witness my hand this . day of January, 2025.

\_\_\_\_\_  
Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

**RESOLUTION 050-2025**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE  
OF NEW JERSEY AUTHORIZING AND APPROVE SALARIES AND WAGES**

**WHEREAS**, Ordinance # 019-2024 adopted on December 11, 2024 established the salaries and wages for the employees and elected officials of the Township of Mansfield; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey the following employees/ elected officials shall be compensated for 2025, unless otherwise noted, in the amount as designated below:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Joseph Watters	Mayor	\$600.00
Joseph Farino	Deputy Mayor	\$259.00

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 a Regular Meeting held on January 22, 2025. Witness my hand this . day of January, 2025.

\_\_\_\_\_  
Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

**RESOLUTION 051-2025**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING 2024 BUDGET TRANSFER APPROPRIATIONS**

**WHEREAS**, there is insufficient funds in a 2024 budget line item; and

**WHEREAS**, N.J.S.A. 40A:4-58 permits the transfer of appropriation reserve funds before April 1, 2025.

**NOW, THEREFORE, BE IT RESOLVED**, (not less than two-thirds of all members thereof affirmatively concurring) that the Chief Financial Officer of Mansfield Township, County of Warren, State of New Jersey, is hereby authorized to make the following transfer in accordance with the provision of this resolution:

**CURRENT FUND**

**FROM:**

**TO:**

Group Insurance      \$ 1,284.15

Health Benefit Waiver      \$ 1,284.15

**TOTAL**                      **\$ 1,284.15**  
**\$ 1,284.15**

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 a Regular Meeting held on January 22, 2025. Witness my hand this      day of January, 2025.

\_\_\_\_\_  
Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

**RESOLUTION 052-2025**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN,  
STATE OF NEW JERSEY AUTHORIZING THE PRIVATE SALE OF A TAX  
SALE CERTIFICATE NO. 24-00022, PURSUANT TO N.J.S.A. 54:5-113**

**WHEREAS**, N.J.S.A. 54:5-113 authorizes assignment by a municipality of tax sale certificates for the full amount of the certificate, including all subsequent municipal taxes and other municipal charges; and

**WHEREAS**, Mr. Jason Decibus and Ms. Barbara Sutter have presented an offer to purchase, by assignment, Certificate of Sale # 24-00022, which was issued to the Township of Mansfield at a tax sale held November 20, 2024, on Block 3203 Lot 14, known as River Road, Washington, New Jersey, and assessed in the name of Kazmac Mary, in the amount of three hundred forty-one dollar and sixty cents (\$341.60), being the full amount of the certificate, including all subsequent municipal taxes and other municipal charges.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township of Mansfield hereby authorizes the Mayor and Municipal Clerk to execute the necessary assignment document to effect assignment of the above reference Certificate of Sale.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be forwarded to the Tax Collector.

**BE IT FURTHER RESOLVED**, that if the purchaser of the above-captioned Tax Sale Certificate does not initiate a foreclosure action on same within a period of six (6) months following the Tax Sale date of November 20, 2024 and complete the foreclosure action prior to November 21, 2025, any and all interest therein shall revert back to the Municipality.

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 a Regular Meeting held on January 22, 2025. Witness my hand this            day of January, 2025.

\_\_\_\_\_  
Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

## RESOLUTION 053-2025

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN,  
STATE OF NEW JERSEY AUTHORIZING PURCHASING FROM MORRIS COUNTY  
CO-OP CONTRACT #2 FOR #2 FUEL OIL (FOR HEATING) FROM FINCH FUEL OIL CO., INC., PO BOX  
468, KEARNY, NEW JERSEY 07032**

**WHEREAS**, the Township of Mansfield wishes to purchase #2 Fuel Oil (for heating) under the Morris County Co-Op; and

**WHEREAS**, Morris County Co-Op awarded a contract to Finch Fuel Oil Co., Inc., PO Box 468, Kearny, New Jersey, 07032; and

**WHEREAS**, the Chief Financial Officer has certified that funds are requested in the 2025 budget for \$ 7,000.00 and the line- item appropriation pending budget adoption to be charged is 5-01-31-430-0000-4410; and

**WHEREAS**, the Township is authorized to make purchases through cooperative and state contracts pursuant to N.J.S.A. 40A:11-10 and 12; and

**WHEREAS**, it is the recommendation of the Chief Financial Officer to purchase #2 Fuel Oil (for heating) through the Morris County Co-Op.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Mansfield that the Chief Financial Officer be authorized to issue purchase orders to Finch Fuel Oil Co., Inc., PO Box 468, Kearny, New Jersey, 07032 through December 31, 2025.

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 a Regular Meeting held on January 22, 2025. Witness my hand this       . day of January, 2025.

\_\_\_\_\_  
Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

**RESOLUTION 054-2025**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING PURCHASING FROM MORRIS COUNTY CO-OP CONTRACT #12 FOR #2 ULTRA LOW SULFUR DIESEL FUEL FROM GRIFFITH-ALLIED TRUCKING, LLC, 25 OLD CAMPLAIN ROAD, HILLSBOROUGH, NEW JERSEY 08844**

**WHEREAS**, the Township of Mansfield wishes to purchase Ultra Low Sulfur Diesel Fuel under the Morris County Co-Op; and

**WHEREAS**, Morris County Co-Op awarded a contract to Griffith-Allied Trucking, LLC, 25 Old Camplain Road, Hillsborough, New Jersey 08844; and

**WHEREAS**, the Chief Financial Officer has certified that funds are requested in the 2025 temporary budget for \$ 6,000.00 and the line- item appropriation to be charged is 5-01-31-430-0000-4870; and

**WHEREAS**, the Township is authorized to make purchases through cooperative and state contracts pursuant to N.J.S.A. 40A:11-10 and 12; and

**WHEREAS**, it is the recommendation of the Chief Financial Officer to purchase Ultra Low Sulfur Diesel through the Morris County Co-Op.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield that the Chief Financial Officer be authorized to issue purchase orders to Griffith-Allied Trucking LLC, 25 Old Camplain Road, Hillsborough, New Jersey 08844, through December 31, 2025.

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 a Regular Meeting held on January 22, 2025. Witness my hand this . day of January, 2025.

\_\_\_\_\_  
Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

**RESOLUTION 055-2025**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN,  
STATE OF NEW JERSEY AUTHORIZING PURCHASING FROM WARREN COUNTY  
CO-OP #WC2458 FOR ROCK SALT FROM ATLANTIC SALT, INC.,  
134 MIDDLE STREET, SUITE 210, LOWELL, MA 01852**

- WHEREAS**, the Township of Mansfield wishes to purchase Rock Salt under the Warren County Co-Op; and
- WHEREAS**, Warren County Co-Op Pricing System awarded a contract to Atlantic Salt, Inc., 134 Middle Street, Suite 210, Lowell, MA 01852; and
- WHEREAS**, the Chief Financial Officer has certified that funds are requested in the 2025 temporary budget for \$ 15,000.00 and the line-item to be charged is 5-01-26-291-0000-5210; and
- WHEREAS**, the Township is authorized to make purchases through cooperative and state contracts pursuant to N.J.S.A. 40A:11-10 and 12; and
- WHEREAS**, it is the recommendation of the Chief Financial Officer to authorize the purchase of this ice deterrent product through the Warren County Co-Op Pricing System.
- NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Mansfield that the Chief Financial Officer be authorized to issue purchase orders to Atlantic Salt, Inc., 134 Middle Street, Suite 210, Lowell, MA 01852 through December 31, 2025.

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 a Regular Meeting held on January 22, 2025. Witness my hand this . day of January, 2025.

\_\_\_\_\_  
Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

**RESOLUTION 056-2025**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE  
OF NEW JERSEY AUTHORIZING AWARD OF CONTRACT TO PARKER  
ENGINEERING & SURVEYING P.C. FOR SURVEYING SERVICES AT  
MT. BETHEL COMMUNITY CENTER**

**WHEREAS**, the Township Committee of the Township of Mansfield, County of Warren, finds it necessary to survey the parking lot at Mt. Bethel Community Center; and

**WHEREAS**, the CFO is allowed to award a contract to a vendor in an amount that does not exceed the Township's quote threshold of \$ 6,600.00; and

**WHEREAS**, the amount of this contract will not exceed \$ 6,600.00; and

**WHEREAS**, Parker Engineering & Surveying P.C. has submitted a quote dated January 7, 2025 for the following:

Stake the proposed front and side parking lots	\$ 3,100.00
Prepare an As-Built Plan	\$ 1,500.00

**WHEREAS**, the Township Committee has determined that an As-Built Plan is not necessary for this project; and

**WHEREAS**, the Township Committee has authorized the CFO to award a contract to Parker Engineering & Surveying P.C. to survey the Mt. Bethel Community Center proposed parking lot for \$ 3,100.00; and

**WHEREAS**, Parker Engineering & Surveying P.C. has submitted the following documentation to the Finance Office:

- a. New Jersey Business Registration
- b. W-9

**WHEREAS**, the CFO has certified that funds will be available in the Open Space Trust Account # T-12-56-289-0375-4041.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey does hereby award a contract to Parker Engineering & Surveying P.C. not to exceed the amount of \$ 3,100.00 for surveying the Mt. Bethel Parking Lot.

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 a Regular Meeting held on January 22, 2025. Witness my hand this . day of January, 2025.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD  
COUNTY OF WARREN

**RESOLUTION 057-2025**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF  
WARREN, STATE OF NEW JERSEY 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 Matter**

4<sup>th</sup> Round Affordable Housing Obligations

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 a Regular Meeting held on January 22, 2025. Witness my hand this            day of January, 2025.

\_\_\_\_\_  
Wendy Barras, Township Municipal Clerk