

**TOWNSHIP OF MANSFIELD COMMITTEE MEETING
OFFICIAL MINUTES
JANUARY 22, 2025**

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. Hayes, Mr. Mc Guinness, Mrs. Mora Dillon, Mr. Farino, Mayor Watters

Absent:

Also, present were Township Attorney Lavery, Township Clerk Wendy Barras, Chief J. Michael MacDonough, and DPW Supervisor Harry Appleby, Jr.

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

APPROVAL OF MINUTES

December 23, 2024 – EXECUTIVE SESSION

Mr. Hayes, seconded by Mr. Mc Guinness made a motion to approve the Executive Session meeting minutes from December 23, 2024.

RECORDED VOTE

Aye: Hayes, Mc Guinness, Mora Dillon, Farino, Watters
Nay: XXXXXX
Absent: XXXXXX
Abstain: XXXXXX

December 23, 2024 – REGULAR SESSION

Mr. Hayes, seconded by Mrs. Mora Dillon made a motion to approve the Regular Session meeting minutes from December 23, 2024.

RECORDED VOTE

Aye: Hayes, Mc Guinness, Mora Dillon, Farino, Watters
Nay: XXXXXX
Absent: XXXXXX
Abstain: XXXXXX

January 2, 2025 – REORGANIZATION MEETING

Mr. Hayes, seconded by Mr. Mc Guinness made a motion to approve the Regular Session meeting minutes from December 23, 2024.

RECORDED VOTE

Aye: Hayes, Mc Guinness, Mora Dillon, Farino, Watters
Nay: XXXXXX
Absent: XXXXXX
Abstain: XXXXXX

CLERK'S REPORT – Township Clerk Barras reported:

- All required documents and records have been received in addition to the police dept investigation report for the Liquor license transfer for Taphouse Grille, LLC to Rosamilia Hospitality Corp. All are in order and fees have been paid. As per the Clerk's office and the PD, it is set to go before the Committee this evening for approval.
- Drafted the two ordinances that are on the agenda for first reading this evening; one is to increase fees for solicitor's license from \$15 to \$50. Fees for this license has been the same since the late 1970's, with this increase it will be the average amongst surrounding municipalities. The second is to amend the definitions under the current Livestock ordinance to include chickens and other fowl animals.
- With the new year, the directory and website have been updated to reflect current members of the committees and boards.
- Junk Dealer application for Route 57 Auto Auction is on the agenda this evening for Committee approval. Both the zoning officer and the attorney have provided their comments on such

ENGINEER'S REPORT - Mr. Quamme stated the plans for Snyder Road are 100% complete and currently under quality control assurance. Once completed, the plans will be forwarded to the DOT and once accepted, the Township will be able to go out for bid for the project.

PUBLIC PORTION

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

Carol Thompson, 510 Rt. 57, commented on the proposed license renewal for Rt. 57 Auto Auction and her dissatisfaction regarding such.

Attorney Lavery provided an explanation to her inquiry.

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

ORDINANCE -INTRODUCTION AND FIRST READING

Mr. Hayes, seconded by Mrs. Mora Dillon made a motion to introduce Ordinance #001-2025.

RECORDED VOTE

Aye:	Hayes, Mc Guinness, Mora Dillon, Farino, Watters
Nay:	XXXXXX
Absent:	XXXXXX
Abstain:	XXXXXX

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 \$15 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.

Mr. Hayes, seconded by Mr. Mc Guinness made a motion to introduce Ordinance #002-2025.

RECORDED VOTE

Aye:	Hayes, Mc Guinness, Mora Dillon, Farino, Watters
Nay:	XXXXXX
Absent:	XXXXXX
Abstain:	XXXXXX

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.

RESOLUTIONS (TAKEN SEPARATELY)

Mr. Hayes, seconded by Mr. Mc Guinness made a motion to adopt Resolution 036-2025.

RECORDED VOTE

Aye: Hayes, Mc Guinness, Mora Dillon, Farino, Watters
 Nay: XXXXXX
 Absent: XXXXXX
 Abstain: XXXXXX

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 ST QTR.	\$1,431,061.72
	COUNTY OF WARREN	OPEN SPACE TAXES	1 ST 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
	TOTAL			\$2,840,506.01

CAPITAL TRUST

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

UNEMPLOYMENT TRUST

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

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.

Mr. Mc Guinness, seconded by Mr. Hayes made a motion to adopt Resolution 037-2025.

RECORDED VOTE

Aye: Hayes, Mc Guinness, Mora Dillon, Farino, Watters
 Nay: XXXXXX
 Absent: XXXXXX
 Abstain: XXXXXX

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.

Mr. Hayes, seconded by Mrs. Mora Dillon made a motion to adopt Resolution 038-2025.

RECORDED VOTE

Aye: Hayes, Mc Guinness, Mora Dillon, Farino, Watters
Nay: XXXXXX
Absent: XXXXXX
Abstain: XXXXXX

RESOLUTION 038-2025

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING PERSON TO PERSON TRANSFER OF LIQUOR LICENSE #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.

Mr. Hayes, seconded by Mr. Mc Guinness made a motion to adopt Resolution 046-2025.

RECORDED VOTE

Aye: Hayes, Mc Guinness, Mora Dillon, Watters
Nay: XXXXXX
Absent: XXXXXX
Abstain: Farino

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.

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 #039-2025 through #045-2025 and #047-2025 through #056-2025 as filed in the Township Clerk’s Office, were adopted on motion by Mrs. Mora Dillon and seconded by Mr. Hayes.

RECORDED VOTE

Aye: Hayes, Mc Guinness, Mora Dillon, Farino, Watters
Nay: XXXXXX
Absent: XXXXXX
Abstain: XXXXXX

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.

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.

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.

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.

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.

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.

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 2025 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.

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.

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:

NAME	POSITION	REPRESENTATIVE
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

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

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

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		

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.

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.

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.

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.

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.

NEW BUSINESS:

- 2025 Junk Dealer License Renewal
1. Route 57 Auto Auction

Mrs. Mora Dillon, seconded by Mr. Hayes made a motion to approve the 2025 Junk Dealer License Renewal for the above.

RECORDED VOTE

Aye: Hayes, Mc Guinness, Mora Dillon, Farino, Watters
Nay: XXXXXX
Absent: XXXXXX
Abstain: XXXXXX

COMMITTEE PERSON COMMENTS: None

EXECUTIVE SESSION

Mrs. Mora Dillon, seconded by Mr. Hayes, made a motion to adopt Resolution #57-2025 for an Executive Session of the Township Committee.

RECORDED VOTE

Aye: Hayes, Mc Guinness, Mora Dillon, Farino, Watters
Nay: XXXXXX
Absent: XXXXXX
Abstain: XXXXXX

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

Attorney Client Privilege

4th Round Affordable Housing Obligations
Independence First Aid Squad

Potential Litigation

Mansfield EMS

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:

Attorney Client Privilege

4th Round Affordable Housing Obligations
Independence First Aid Squad

Potential Litigation

Mansfield EMS

At approximately 7:49 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 8:33 p.m.

RECORDED VOTE

Aye: Hayes, Mc Guinness, Mora Dillon, Farino, Watters
Nay: XXXXXX
Absent: XXXXXX
Abstain: XXXXXX

Mr. Lavery announced the following discussed in Executive Session:

Attorney Client Privilege

4th Round Affordable Housing Obligations
Independence First Aid Squad

Potential Litigation

Mansfield EMS

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.

Mrs. Mora Dillon, seconded by Mr. Hayes made a motion to authorize the Township Attorney to draft a letter to Hackettstown related to a matter discussed in Executive Session.

RECORDED VOTE

Aye: Hayes, Mc Guinness, Mora Dillon, Farino, Watters
Nay: XXXXXX
Absent: XXXXXX
Abstain: XXXXXX

Mrs. Mora Dillon, seconded by Mr. Mc Guinness made a motion to authorize the Township Planner to draft a report in support of challenging the 4th round affordable housing numbers.

RECORDED VOTE

Aye: Hayes, Mc Guinness, Mora Dillon, Farino, Watters
Nay: XXXXXX
Absent: XXXXXX
Abstain: XXXXXX

Mrs. Mora Dillon, seconded by Mr. Mc Guinness made a motion to authorize the Township Attorney to take the action as discussed in Executive Session regarding Mr. Fracasso.

RECORDED VOTE

Aye: Hayes, Mc Guinness, Mora Dillon, Farino, Watters
Nay: XXXXXX
Absent: XXXXXX
Abstain: XXXXXX

Mr. Hayes, seconded by Mrs. Mora Dillon made a motion to adopt Resolution #058-2025.

RECORDED VOTE

Aye: Hayes, Mc Guinness, Mora Dillon, Farino, Watters
Nay: XXXXXX
Absent: XXXXXX
Abstain: XXXXXX

RESOLUTION 058-2025

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY, ESTABLISHING THE TOWNSHIP'S PRESENT AND PROSPECTIVE FAIR SHARE OBLIGATIONS FOR AFFORDABLE HOUSING FOR THE FOURTH ROUND 10-YEAR PERIOD OF 2025-2035 AND AUTHORIZING THE FILING OF A DECLARATORY JUDGMENT ACTION SEEKING A CERTIFICATE OF COMPLIANCE IN ACCORDANCE WITH THE FAIR HOUSING ACT

WHEREAS, on March 20, 2024, Governor Philip D. Murphy signed into law Amendments to the Fair Housing Act, N.J.S.A. 52:37D-301 et. seq., requiring the Department of Community Affairs to conduct a calculation of regional need and municipal present and prospective fair share obligations for affordable housing in accordance with the formulas established in N.J.S.A. 52:27D-304.2 and N.J.S.A. 52:27D-304.3 beginning with the fourth 10-year round of housing obligations commencing July 1, 2025, (hereafter "Fourth Round") and to render a report with regard to the same; and

WHEREAS, the Department of Community Affairs published its report in October of 2024 (hereinafter DCA Report"); and

WHEREAS, the DCA Report calculated the Township's Fourth Round (2025-2035) fair share affordable

obligation as a present need of 7 and a prospective need of 418; and

WHEREAS, the DCA Report is not binding upon the municipalities; and

WHEREAS, pursuant to N.J.S.A. 52:27D-304.3, a municipality's average allocation factor is comprised of the equalized nonresidential factor, income capacity factor, and land capacity factor and shall be averaged to yield the municipality's average allocation factor, and

WHEREAS, the Amended Fair Housing Act further provides that "[a]ll parties shall be entitled to rely upon regulations on municipal credits, adjustments and compliance mechanisms adopted by the Council on Affordable Housing ("COAH") unless those regulations are contradicted by statute, including P.L. 2024, c.2, or binding court decisions" (N.J.S.A. 52:27D-311(m)); and

WHEREAS, COAH regulations also empower municipalities to secure vacant land adjustments, durational adjustment and other adjustments; and

WHEREAS, the DCA has released a Geographic Information System spatial data representation of the Land Capacity Analysis for P.L. 2024, c.2 containing the Vacant and Developable land information that serves as the basis for calculating the land capacity factor; and

WHEREAS, the Township of Mansfield has reviewed the lands identified by the DCA for the land capacity factor with respect to MOD-IV Property Tax list Data, construction permit data, land use board approvals, configuration, and accessibility to ascertain whether these identified developable lands may accommodate development; and

WHEREAS, pursuant to N.J.S.A. 52:27D-304.1(3)(f)(1), with consideration of the calculation contained in the aforesaid DCA Report, each municipality must determine its present and prospective fair share obligation for affordable housing in accordance with the formulas established in sections N.J.S.A. 52:27D-304.2 and N.J.S.A. 52:27D-304.3 by resolution, which describes the basis for the municipality's determination and binds the municipality to adopt a housing element and fair share plan pursuant to paragraph 2 of N.J.S.A. 52:27D-304.1(3)(f); and

WHEREAS, the Township has reviewed the DCA Report titled Affordable Housing Obligations for 2025-2035 (Fourth Round) Methodology and Background (hereafter "DCA Report"), and its supporting documents, and engage the services of expert planner, Daniel Block of Colliers Engineering & Design, (hereafter "AHP" or "Affordable Housing Planner") to review the methodology and data contained in the DCA Report; and

WHEREAS, the Affordable Housing Planner is in the process of preparing a report; and

WHEREAS, based on the foregoing, the Township of Mansfield relies on the DCA calculations of the Township of Mansfield's fair share obligations as modified herein to account for the Township of Mansfield's review of lands identified by the DCA for the land capacity factor with respect to MOD-IV Property Tax List data, construction permit data, land use board approvals, to ascertain whether these identified developable lands may accommodate development, and the Township of Mansfield seeks to commit to provide its fair share of present need and prospective need units, subject to any vacant land and/or durational adjustment it may seek as part of the Housing Element and Fair Share Plan it subsequently submits in accordance with the Amended FHA; and

WHEREAS, based on a review of the DCA Report, it is recommended that the Township Committee adopt a binding resolution accepting the Present Need obligation of 7 units contained in the DCA Report; and

WHEREAS, based on a review of the DCA Report and recommendation of the Township Affordable Housing Planner, it is recommended the Township Committee adopt a binding resolution determining a reduced municipal Prospective Need obligation from that contained in the DCA Report; and

WHEREAS, the Township is aware of certain litigation before the Courts and potential additional changes to the

Fair Housing Act, and therefore reserves the right to adjust its obligation based upon any adjudication in the Courts, change in legislation, change in methodology or DCA Report, in the event of a Third-Party challenge, and commits to the within obligation numbers subject to all reservations of rights; and

WHEREAS, in light of the above, the Township Committee of the Township of Mansfield finds it is in the best interest of the Township of Mansfield to declare its commitment to the Present Need obligation reported in the DCA Report and reduced Prospective Need obligation based upon the Affordable Housing Planner's recommendation, subject to the reservations set forth herein; and

WHEREAS, pursuant to Directive #14-24, a municipality seeking a certificate of compliance with the Fair Housing Act shall file an action in the form of a declaratory judgment complaint in which the municipality is located within 48 hours after adoption of this resolution in Warren County; and


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

1. All of the above Whereas Clauses are incorporated into the operative clauses of this resolution.
2. Pursuant to N.J.S.A. 52:27D-304.1(3)(f)(1) and in conformance with the formulas set forth in N.J.S.A. 52:27D-304.2 and N.J.S.A. 52:37D-304.3, the Township Committee of the Township of Mansfield commits to the present fair share obligation for affordable housing of 7 units based upon the DCA Report and a reduced prospective fair share obligation for affordable housing based upon the DCA Report and recommendation of the Affordable Housing Planner pending issuance of the AHP's report, for the Fourth Round, subject to all reservation of rights, including but not limited to the following:
 - a. The right to a vacant land adjustment, durational adjustments, and all other applicable adjustments permitted ;
 - b. The right to comply with any future changes in legislation that changes its obligations under current law including any additional changes to the FHA;
 - c. The right to adjust the fair share obligations in the event of any future legislation that adjusts the fair share obligations as set forth in the DCA Report calculations;
 - d. The right to adjust its fair share obligation based on any future adjudication by a court of competent jurisdiction; and
 - e. The right to adjust its fair share obligation in the event of a Third-Party challenge to the fair share obligations and the Township of Mansfield's response;
3. The Township Attorney is hereby authorized to file a Declaratory Judgment complaint in Warren County seeking a certificate of compliance as to the Township's Fourth Round Affordable Housing obligation, which action shall be filed within 48 hours of the adoption of this resolution and attaching this resolution.
4. A certified copy of this resolution, along with the filing date of the Declaratory Judgment action shall be submitted and/or filed with the Alternate Dispute Resolution Program or any other such entity as may be determined to be appropriate. A certified copy of the resolution shall also be posted on the municipal website.
5. The Township shall adopt a housing element and fair share plan based upon the determinations set forth in this Resolution and as may be adjusted by the Alternate Dispute Resolution Program in accordance with N.J.S.A. 52:27D-304.1(3)(f)(2) or as may be subsequently adjusted based upon the reservation of rights.
6. This resolution shall take effect immediately, according to law.

The Township Committee discussed forming a committee for the Cross Acceptance Plan for Warren County Planning Dept.

There being no further business, Mr. Hayes made a motion to adjourn. All present were in favor. The meeting was adjourned at approximately 8:40 p.m.

Attest,



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