

**TOWNSHIP OF MANSFIELD COMMITTEE MEETING  
OFFICIAL MINUTES  
SEPTEMBER 24, 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 Baldwin, Township Municipal Clerk Barras, Chief J. Michael MacDonough, Township Engineer Richard Quamme, Asst. CFO JoAnn Fascenelli, and Deputy Clerk Illena Raffaele.

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

**APPROVAL OF MINUTES**

**September 10, 2025 – EXECUTIVE SESSION**

Mr. Mc Guinness, seconded by Mr. Hayes made a motion to approve the Executive Session meeting minutes from September 10, 2025.

**RECORDED VOTE**

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

**September 10, 2025 – REGULAR SESSION**

Mr. Hayes, seconded by Mrs. Mora Dillon made a motion to approve the Regular Session meeting minutes from September 10, 2025.

**RECORDED VOTE**

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

**CLERK'S REPORT –** Township Clerk Barras reported the following:

- Have been advised from the QPA that the proposal for the lead based paint inspector from Lew Environmental was deemed both responsive and responsible therefore at the Committee's previous recommendation, a contract can be issued. Can Attorney draft a simple contract to accompany the awarding resolution for next meeting?
- Have been in contact with Bob Hammel from Hammel Electric and he is filing the necessary permits required for the generator work at the church.
- Would like to congratulate the Township on being awarded \$165 k grant from the Warren County MCC Trust Fund for the border wall at Mt. Bethel Church

- Stormwater Management- letters will be mailed out on Friday from the Acting DPW Supervisor to those properties who have a privately owned catch basin to inform that as per DEP Stormwater regulations they must provide the Township with a report of inspection before year's end
- In addition to cease and desist filed by Attorney Lavery's office, the Construction Official issued a Notice and Order of Penalty and Notice of Violation and Order to Terminate against APM for use of the wood boiler
- Successful property auction for Block 601.03 Lt 55 with a winning bid of \$64,090 on Sept. 17<sup>th</sup>, the contract has been executed by Mayor Watters and returned to Max Spann, the resolution memorializing the execution of the contract is on the agenda this evening.
- Voter Registration to be able to vote in the upcoming general election is October 14<sup>th</sup>- either by 4 pm in the Clerk's office or until 9 pm at the County Election Board

### **FINANCE/ EMPLOYEES' REPORT**

Mrs. Fascenelli reported that the tax sale on unpaid 2024 taxes will be conducted in house on November 19<sup>th</sup>. With the Committee's approval the tax office will proceed with the in rem foreclosure properties and will contact the in rem foreclosure attorney.

### **ENGINEER'S REPORT**

Township Engineer Quamme stated the Snyder Rd Section Project is currently underway. The Mitchell Rd Improvement Project is currently out to bid with a bid opening scheduled for Friday, 10/10/25. The contract must be awarded at the 10/22/25 Township Committee meeting. He sent notice to the NJDEP regarding a strong odor at the waste water treatment plant at the Meadows.

### **PUBLIC PORTION**

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

Matt Posericky, 16 Domin Ln., spoke of the issues still occurring at APM on a daily basis and the communication he has with the NJDEP. Township Attorney Baldwin stated the Township is currently "fact finding" to pursue legal action.

Carol Thompson, 510 Rt. 57, questioned the Township Committee and Township Attorney if an injunction can be filed against APM and if they will be allowed to go before the Land Use Board with their site plan for a variance. Township Attorney Baldwin stated they would be allowed as it is required.

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

### **ORDINANCE -PUBLIC HEARING AND SECOND READING**

Mayor Watters opened the Public Hearing for Ordinance 029-2025. Seeing no one wishing to comment, the Public Hearing was closed. Mr. Hayes, seconded by Mrs. Mora Dillon made a motion to adopt Ordinance 029-2025.

### **RECORDED VOTE**

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

## **ORDINANCE 029-2025**

**ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY  
PROVIDING FUNDS BY APPROPRIATING FUNDS AVAILABLE IN THE GENERAL CAPITAL  
RESERVES FOR VARIOUS CAPITAL PROJECTS**

### **STATEMENT OF PURPOSE**

The purpose of this Ordinance is to authorize the appropriation of funds from General Capital Reserves for various capital projects

**WHEREAS**, the sum of \$195,859.86 is presently available in the General Capital Reserves; and

**WHEREAS**, the Temporary Township Chief Financial Officer has determined that such sum should be appropriated from the General Capital Reserves to be used to fund various capital projects; and

**WHEREAS**, the Township Committee determines it is in the best interest of the Township to utilize the said sum of \$195,859.86 in the General Capital Reserves to finance such expenditures.

**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.** The sum of \$195,859.86 is hereby appropriated from the General Capital Reserves to be used to fund the following various capital projects:

<b>Municipal Improvements</b>	<b>\$ 60.00</b>
<b>Road Reconstruction</b>	<b>\$183,781.75</b>
<b>Fire Equipment/Gear</b>	<b>\$ 9,006.85</b>
<b>DPW Equipment</b>	<b>\$ 2,011.26</b>
<b>Police Equipment</b>	<b>\$ 1,000.00</b>

**SECTION 2.** The General Capital Reserves budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistencies herewith.

**SECTION 3.** If any section, sub-section, paragraph, sentence, or any other part of this ordinance is adjudged unconstitutional or invalid, such judgement shall not affect, impair or invalidate the remainder of this ordinance.

**SECTION 4.** All ordinances or parts of ordinances which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

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

#### **RESOLUTIONS (TAKEN SEPARATELY)**

Mrs. Mora Dillon, seconded by Mr. Mc Guinness made a motion to adopt Resolution 229-2025.

#### **RECORDED VOTE**

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

### **RESOLUTION 229-2025**

#### **RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING PAYMENT OF MUNICIPAL OBLIGATIONS**

**WHEREAS**, the Township Committee of the Township of Mansfield, County of Warren, finds and declares that certain municipal obligations have come due and are now payable; and

**WHEREAS**, the Township Committee further finds and declares that said obligations have been itemized on the annexed schedules, which are hereby deemed part of this Resolution.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey does hereby authorize payment of said municipal obligations, in accordance with the recommendations of the Temporary Chief Financial Officer and the Deputy Treasurer, from the following accounts and in the following amounts:

BILLS LIST	
CURRENT- 5-01	\$ 39,311.14
GENERAL CAPITAL FUND- C-04	\$ 21,538.50
FEDERAL AND STATE GRANT FUND-G-02	\$ 20.00
DEVELOPER'S ESCROW- T-14	\$ 3,938.75
MANDATORY DEVELOPMENT FEES-T-20	\$ 132.00
<b>TOTAL</b>	<b>\$ 64,940.39</b>

**CONSENT AGENDA – PUBLIC PORTION**

Mayor Watters opened the Public Portion of the meeting for comments on the Consent Agenda.

Michael Bollard, 718 Route 57, questioned if the ambulance vehicle referenced in Resolution #234-2025 will be front line operational.

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

**CONSENT AGENDA/RESOLUTIONS**

The following Resolutions #230-2025 through #234-2025 as filed in the Township Clerk’s Office, were adopted on motion by Mr. Hayes and seconded by Mrs. Mora Dillon.

**RECORDED VOTE**

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

**RESOLUTION 230-2025**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY  
AUTHORIZING REFUND OF A ZONING PERMIT APPLICATION - (TENANCY REVIEW)**

**WHEREAS**, Rockstar Group, LLC (DBA Alte Roofing), issued check number 1001 dated July 22, 2025, to the Township of Mansfield; and

**WHEREAS**, Rockstar Group, LLC had previously paid and submitted a zoning permit application for the same tenancy review pertaining to 1280 Route 57, Port Murray, New Jersey; and

**WHEREAS**, the Township Zoning Officer has advised that he inadvertently requested the second payment and has determined that \$60.00, should be refunded to Rockstar Group, LLC.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that the Township Finance Office be authorized to refund the amount of \$60.00 to Rockstar Group, LLC.

## **RESOLUTION 231-2025**

### **RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING THE HIRING OF FULL-TIME POLICE OFFICER – J. VAN VALKENBURG**

**WHEREAS**, due to a vacancy within the Police Department, the Township Committee authorized the Chief of Police to conduct a search for the purpose of identifying an individual to hire as a Full-Time Police Officer; and

**WHEREAS**, the Chief of Police has conducted the necessary advertising, interviews, and background checks for said position and has selected the most qualified candidate consistent with the Township's policies and procedures; and

**WHEREAS**, in accordance with Chapter 77, §77-15 of the Township Code, the members of the Police Department shall be appointed and designated by the Township Committee and shall meet certain qualifications; and

**WHEREAS**, the Chief of Police has determined that Jared Van Valkenburg possesses the character and qualifications necessary to serve as a Full-time Police Officer for the Township of Mansfield Police Department; 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. Jared Van Valkenburg is hereby appointed as a full-time Police Officer with the Township of Mansfield Police Department effective November 12, 2025.
2. Mr. Van Valkenburg will be attending the Passaic County Police Academy beginning November 13, 2025 for a total of 22 weeks with a tentative completion date of April 17, 2026.
3. Mr. Van Valkenburg shall be hired as an Academy Step with a salary of \$40,000.00 while attending the Police Academy.
4. Mr. Van Valkenburg shall be subject to a probationary period of one year, November 13, 2025 through November 13, 2026.
5. Mr. Van Valkenburg shall receive such benefits as provided for, and in accordance with, the January 1, 2021 through December 31, 2025 Collective Bargaining Agreement between the Township of Mansfield and the PBA Local 369.

## **RESOLUTION 232-2025**

### **RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING THE TOWNSHIP MUNICIPAL CLERK TO APPLY FOR THE 2025 SAFETY AND LOSS CONTROL GRANT PROGRAM ADMINISTERED BY THE STATEWIDE INSURANCE FUND**

**WHEREAS**, the Statewide Insurance Fund offers a Safety and Loss Control Grant Program to assist municipalities in funding safety-related equipment, training, and services to reduce workplace injuries and liability exposures; and

**WHEREAS**, the Township of Mansfield is a member of the Statewide Insurance Fund and is eligible to apply for said grant program; and

**WHEREAS**, it is in the best interest of the Township to pursue funding opportunities that promote the safety and well-being of its employees and residents; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, that the Township Municipal Clerk is hereby authorized to prepare and submit an

application for the 2025 Safety and Loss Control Grant Program to the Statewide Insurance Fund by the deadline of October 31, 2025.

**NOW, THEREFORE BE IT FURTHER RESOLVED**, that the Township Municipal Clerk is authorized to execute all documents and take any necessary actions to effectuate the grant application and secure grant funds, if awarded.

## **RESOLUTION 233-2025**

### **RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING THE SALE OF PROPERTIES IN CONFORMANCE WITH *N.J.S.A. 40A:12-13*– BLOCK 601.03 LOT 55**

**WHEREAS**, by adoption of Resolution #187-2025, the Township Committee of the Township of Mansfield authorized the online auction through Max Spann R.E. & Auction Co. of Township property located at Block 601.03, Lot 55, Route 57; and

**WHEREAS**, the aforementioned property was auctioned and sold on September 17, 2025 in accordance with applicable law and further, that Max Spann R.E & Auction Co. has prepared and conveyed the contracts for sale made a part hereof and attached hereto; and

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, all contracts for the sale attached hereto are accepted.

**NOW, THEREFORE BE IT FURTHER RESOLVED**, that the Mayor, Township Municipal Clerk, and Township Attorney are authorized to effectuate any and all necessary documentation required for the conveyance of the aforesaid property.

## **RESOLUTION 234-2025**

### **RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY ACCEPTING DONATION OF A MOTOR VEHICLE**

**WHEREAS**, Mr. Thomas Schiano has offered to donate a 2006 Ford E 450 Ambulance Vehicle, VIN No. 1FDXE45PX6DB28322 to the Township of Mansfield in “as-is condition” .

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, hereby accepts the donation of the above referenced vehicle , VIN No. 1FDXE45PX6DB28322 in “as-is” condition from Mr. Thomas Schiano.

**COMMITTEE PERSON COMMENTS:** None

### **EXECUTIVE SESSION**

Mr. Hayes, seconded by Mr. Mc Guinness, made a motion to adopt Resolution #235-2025 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. Baldwin announced the following to be discussed in Executive Session:

**Personnel**

Office of Emergency Management

**Attorney Client Privilege**

Brantwood Ter. Roadway Dedication  
Ordinance 020-2025

**RESOLUTION 235-2025**

**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:

**Personnel**

Office of Emergency Management

**Attorney Client Privilege**

Brantwood Ter. Roadway Dedication  
Ordinance 020-2025

At approximately 7:54 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 8:36 p.m.

**RECORDED VOTE**

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

Mr. Baldwin announced the following discussed in Executive Session:

**Personnel**

Office of Emergency Management

**Attorney Client Privilege**

Brantwood Ter. Roadway Dedication  
Ordinance 020-2025

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

There being no further business, Mr. Hayes made a motion to adjourn. All present were in favor. The meeting was adjourned at approximately 8:36 p.m.

Attest,

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