

**TOWNSHIP OF MANSFIELD COMMITTEE MEETING  
OFFICIAL MINUTES  
FEBRUARY 25, 2026**



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 Daily Record and NJ.com, 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. Bollard, Mr. Connelly, Mr. Mc Guinness, Mr. Hayes, Mayor Watters.  
Also, present was Township Clerk Barras, Township Attorney Michael Lavery, Police Chief Mac Donough, Asst. CFO JoAnn Fascenelli, and Deputy Clerk Illena Rafeale.

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

**APPROVAL OF MINUTES**

**February 11, 2026 – EXECUTIVE SESSION**

Mr. Hayes, seconded by Mr. Connelly made a motion to approve the Executive Session meeting minutes from February 11, 2026.

**RECORDED VOTE**

Aye: Bollard, Connelly, Mc Guinness, Hayes, Watters  
Nay: XXXXXX  
Absent: XXXXXX  
Abstain: XXXXXX

**February 11, 2026 – REGULAR SESSION**

Mr. Hayes, seconded by Mr. Mc Guinness made a motion to approve the Regular Session meeting minutes from February 11, 2026.

**RECORDED VOTE**

Aye: Bollard, Connelly, Mc Guinness, Hayes, Watters  
Nay: XXXXXX  
Absent: XXXXXX  
Abstain: XXXXXX

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

- I drafted the mowing and trimming contract based upon the last and forwarded to Township Attorney for legal review and guidance. Once reviewed, will be able to award the contract, hopefully at the March 11<sup>th</sup> meeting.
- Received website upgrades and changes from the website designer and forwarded to the Committee for any input or requested changes. I was informed today that it has not been optimized for mobile viewing yet, once it has been approved, then it will be ready for mobile viewing.
- Attended the Statewide Insurance Reorg Meeting on February 12<sup>th</sup> and the Township received an award for positive and improved workers comp claim results for 2025

**FINANCE/ EMPLOYEES’S REPORT –**

Mrs. Fascenelli stated with Committee approval, she would like to schedule the electronic waste recycling event for September 19<sup>th</sup>. Any associated costs would be funded through the tonnage grant. She inquired of the Committee if they would like to advertise for on call road maintenance services as the agreement expired on December 31<sup>st</sup>. The Committee agreed it would be in the best interest to advertise for such. Mrs. Fascenelli stated she will proceed and advise the QPA.

**ENGINEER’S REPORT –**

- NJDOT MA 2027 grant application will be for additional funds application for Blau Rd.
- The updated Solar feasibility study with current developments and responses to the Committee’s comments will be emailed by week’s end.
- Route 57/Thomas Knoll Blvd Sight distance issue – Attorney Mc Briar will be sending a letter to the developer’s attorney as the issue falls outside the jurisdiction of the NJDOT.
- Elizabethtown Gas is proposing to upgrade its mains and services in the Diamond Hill subdivision. Plans and road opening applications have been submitted, which are currently under technical review.

**PUBLIC PORTION**

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

Ms. Church, 38 Redwood Run, questioned the entrance to the Meadows and how long would it take to have it corrected.

John Katstra, 45 Blau Rd., inquired as to the project for Blau Rd improvements.

Matt Pozarycki, Domin Ln., Commented on the ongoing issues with APM and their use of a wood boiler. Would like to see enforcement and action taken by the Township to resolve this issue. Questioned who is responsible for policing of outdoor furnace.

Carol Thompson, 510 Rt. 57, Commented on the expansion of non-conforming use at Rt. 57 Auto Salvage.

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

**ORDINANCES: FIRST READING AND INTRODUCTION**

Mr. Hayes seconded, by Mr. Connelly made a motion to introduce Ordinance #004-2026.

**RECORDED VOTE**

Aye:                Bollard, Connelly, Mc Guinness, Hayes, Watters  
 Nay:                XXXXXX  
 Absent:            XXXXXX  
 Abstain:           XXXXXX

**ORDINANCE 004-2026**

**ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 296 OF THE TOWNSHIP CODE ENTITLED STREETS AND SIDEWALKS, MOST NOTABLY, SECTION 296-1, ENTITLED “EXCAVATING STREETS” AND SECTION 296-6 SUPERVISION**

**STATEMENT OF PURPOSE**

The purpose of this Ordinance is amend and supplement Chapter 296 of the Township Code entitled Streets and Sidewalks, Section 296-1 Excavating Streets and Section 296-6 Supervision.

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Mansfield, County of

Warren, State of New Jersey that Chapter 296 – Streets and Sidewalks most notably Section 296-1 is hereby amended and supplemented as follows:

## SECTION 1.

### §296-1. Excavating Streets

#### C. Issuance of Permits:

Upon receipt of the application, the Township Clerk shall forward a copy hereof to the Department of Works Superintendent and another copy thereof to the Township Engineer. The Township Engineer shall then review the application and accompanying documents for technical completeness and if required, prepare a written estimate setting for the amount required to restore street, road, or highway to its original condition after the same has been excavated, opened, or tunneled in accordance with the application, and thereupon, shall forward a copy of the review to the applicant and Township Clerk. Once the applicant has submitted application and escrow fees as determined by the Township Engineer, has filed a performance guarantee, and all documents as herein required to the Township, shall the Township Engineer provide signature upon the permit, and shall authorize the Township Clerk to provide their signature to the same and shall issue the permit. The Township Clerk shall forward a copy of the signed permit to the applicant and also to the Department of Public Works Superintendent.

#### D. Application Submission Documents & Fees:

The application for a permit level one (1) shall be accompanied by a sketch or for a permit level two (2) through six (6) an engineered plan, ~~or sketch~~ all, drawn to scale, of the area to be disturbed, including proposed dimensions and restoration details, and shall be also be accompanied by the required application together with an escrow deposit to cover engineering review and inspections of:

1. Utility service connections for approved public utilities: Application Fee: \$100; Escrow Fee: \$350
2. For all openings up to 50 linear feet: Application Fee: \$150; Escrow Fee: \$600
3. For all openings consisting of from 50 to 100 linear feet: Application Fee: \$200; Escrow Fee: \$600; Plus, inspection escrow calculated by Township Engineer
4. For all openings consisting of from 100 feet to 250 linear feet: Application Fee: \$250; Escrow Fee: \$1,000; Plus, inspection escrow calculated by Township Engineer.
5. For openings more than 250 linear feet: Application Fee: \$750; Escrow Fee: Initial review \$1,000 plus additional will be calculated upon technical review and inspection escrow calculated by Township Engineer.
6. For openings more than 250 linear feet: Application Fee \$750; Escrow: Initial review \$1,000 plus additional will be calculated upon technical review and inspection escrow calculated by Township Engineer.

### §296-6. Supervision

The Township Engineer and/or the Department of Public Works Superintendent shall inspect or cause to be inspected, all excavations, openings, or tunnels being made in, on or under any street in the Township to see to the enforcement of the provisions of this article. Notice shall be given at least 48 hours to the Township Engineer and/or the Department of Public Works Superintendent before the work of refilling any such tunnel or excavation commences.

**SECTION 2.** Unless otherwise set forth herein, all other terms and any applicable fees set forth in Chapter 296, Streets and Sidewalks 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.

**ORDINANCES: FIRST READING AND INTRODUCTION**

Mr. Connelly, seconded by Mr. Bollard made a motion to introduce Ordinance #005-2026.

**RECORDED VOTE**

Aye: Bollard, Connelly, Mc Guinness, Hayes, Watters  
Nay: XXXXXX  
Absent: XXXXXX  
Abstain: XXXXXX

**ORDINANCE 005-2026**

**ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY  
AMENDING AND SUPPLEMENTING CHAPTER 182 OF THE TOWNSHIP CODE ENTITLED FEES, MOST  
NOTABLY, SECTION 182-3, ENTITLED "TOWNSHIP CLERK"**

**STATEMENT OF PURPOSE**

The purpose of this Ordinance is to amend and supplement Chapter 182 of the Township Code entitled "Fees", most notably, Section 182-3, entitled "Township Clerk".

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that Chapter 182 Fees, Section 182-3, Township Clerk – Sub Section G. Road Opening of the Township of Mansfield Code be amended and supplemented to include the following:

**SECTION 1.**

§182-3. Township Clerk

G. Road Opening:

1. Utility service connections for approved public utilities: Application Fee: \$100; Escrow Fee: \$350
2. For all openings up to 50 linear feet: Application Fee: \$150; Escrow Fee: \$600
3. For all openings consisting of from 50 to 100 linear feet: Application Fee: \$200; Escrow Fee: \$600; Plus, inspection escrow calculated by Township Engineer
4. For all openings consisting of from 100 feet to 250 linear feet: Application Fee: \$250; Escrow Fee: \$1,000; Plus, inspection escrow calculated by Township Engineer.
5. For openings more than 250 linear feet: Application Fee: \$750; Escrow Fee: Initial review \$1,000 plus additional will be calculated upon technical review and inspection escrow calculated by Township Engineer.
6. For openings more than 250 linear feet: Application Fee \$750; Escrow: Initial review \$1,000 plus additional will be calculated upon technical review and inspection escrow calculated by Township Engineer.

**SECTION 2.** Unless otherwise set forth herein, all other terms and any applicable fees set forth in Chapter 182, Fees 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. Mc Guinness, seconded by Mr. Hayes made a motion to adopt Resolution #074-2026.

**RECORDED VOTE**

Aye: Bollard, Connelly, Mc Guinness, Hayes, Watters  
Nay: XXXXXX  
Absent: XXXXXX  
Abstain: Bollard – P.O. #2026-00128 & P.O. #2026-00137

**RESOLUTION 074-2026**

**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:

<b>BILLS LIST</b>	
CURRENT – 5-01	\$ 17,001.82
CURRENT- 6-01	\$ 36,774.63
GENERAL CAPITAL FUND– C-04	\$ 20,737.50
FEDERAL AND STATE GRANT FUND-G-02	\$ 2,662.71
OPEN SPACE TRUST-T-12	\$ 340.00
DEVELOPER'S ESCROW-T-14	\$ 7,329.75
MANDATORY DEVELOPMENT FEES-T-20	\$ 909.50
OTHER TRUST-T-35	\$ 20.00
<b>TOTAL</b>	<b>\$ 85,775.91</b>

**PUBLIC PORTION:**

Mayor Watters opened the Public Portion for the Consent Agenda to the Public.

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

**CONSENT AGENDA**

Mr. Hayes, seconded by Mr. Connelly made a motion to adopt by consent Resolutions #075-2026 through #082-2026.

Recorded Vote

Aye: Bollard, Connelly, Hayes, Mc Guinness & Watters  
Nay: XXXXXX  
Abstain: XXXXXX  
Absent: XXXXXX

**RESOLUTION 075-2026**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING A PROFESSIONAL SERVICE CONTRACT FOR PAYROLL ACCOUNTING SERVICES**

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et. Seq) requires that the Township Committee adopt a resolution to award a contract for Professional Services without competitive bids; and

**WHEREAS**, the term of this contract is a (2) two-year contract with a one-year extension clause; the commencement date will be from July 1, 2026 through June 30, 2028; and

**WHEREAS**, if either party does not terminate this contract in writing ninety days prior to the termination date, then this contract will renew for an additional one (1) year term, ending on June 30, 2029; and

**WHEREAS**, Action Data Services will provide payroll accounting services as sought by the Township of Mansfield at the annual compensation not to exceed \$16,500.00 per their proposal dated January 27, 2026, on file in the Finance Office; and

**WHEREAS**, the Temporary Chief Financial Officer has certified that funds are requested in the 2026 budget for \$16,500.00 and the line-item appropriation pending budget adoption to be charged is 6-01-20-130-0000-4145.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Township Committee of the Township of Mansfield, County of Warren, State of New Jersey authorizes the Mayor and Temporary Chief Financial Officer to enter into a contract with Action Data Services as described herein to the satisfaction of the Mayor and Township Committee; and

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the contract, resolution, and other pertinent documents shall remain on file in the Finance Office;

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that a notice of this action shall be printed once in the Township's legal newspaper.

**RESOLUTION 076-2026**

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING THE AWARD OF A NON- FAIR AND OPEN CONTRACT FOR ENGINEERING SERVICES TO BOSWELL ENGINEERING FOR THE MOUNT BETHEL COMMUNITY CENTER CEMETERY BOARDER STONE WALL REPAIR/RECONSTRUCTION**

**WHEREAS**, the Township Committee of the Township of Mansfield, County of Warren, finds it necessary to engage engineering services for work at the Mount Bethel Community Center cemetery boarder stone wall repair/reconstruction; and

**WHEREAS**, the Township Committee further finds that the Township Engineer, Richard Quamme, of Boswell

Engineering, is well qualified to provide these engineering services due to his engineering experience and his familiarity with the Mount Bethel Community Center project in the Township of Mansfield; and

**WHEREAS**, Boswell Engineering has submitted the following documentations in compliance with the awarding of a contract under the New Jersey Pay to Play Law within 10 days of the awarding of the contract:

- a. Business Entity Disclosure Certification for Non-Fair and Open Contracts which certifies that Boswell Engineering has not made any reportable contributions to a political or candidate committee in the Township of Mansfield in the previous one (1) year
- b. Stockholder Disclosure Certification
- c. 271 Political Contribution Disclosure Form (required per N.J.S.A. 19:44A-20.26)

**WHEREAS**, the Temporary Chief Financial Officer has certified that funds are available in account number T-12-56-289-0375-4043.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee of the Township of Mansfield does hereby award a contract to Boswell Engineering in the amount for engineering services not to exceed (Task I – Design and Preparation of Contract Documents \$ 15,000.00), and also (Task II – Contract Management & Construction Inspection \$ 8,500.00) for the Mount Bethel Community Center cemetery boarder stone wall repair/reconstruction under the provision of the Non-Fair and Open Process, and that Boswell Engineering is in compliance with the New Jersey Pay to Play Law.

## **RESOLUTION 077-2026**

### **RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING THE AWARD OF A NON- FAIR AND OPEN CONTRACT FOR APPRAISAL SERVICES TO BBG REAL ESTATE SERVICES**

**WHEREAS**, the Township Committee of the Township of Mansfield, County of Warren, finds it necessary to engage a professional service for appraisal of commercial properties within the Township; and

**WHEREAS**, the Township Committee further finds that BBG Real Estate Services possess the necessary qualifications and experience to conduct appraisals of commercial properties ; and

**WHEREAS**, BBG Real Estate Services has submitted the following documentations in compliance with the awarding of a contract under the New Jersey Pay to Play Law within 10 days of the awarding of the contract:

- a. Business Entity Disclosure Certification for Non-Fair and Open Contracts which certifies that Boswell Engineering has not made any reportable contributions to a political or candidate committee in the Township of Mansfield in the previous one (1) year
- b. Stockholder Disclosure Certification
- c. 271 Political Contribution Disclosure Form (required per N.J.S.A. 19:44A-20.26)

**WHEREAS**, the Temporary Chief Financial Officer has certified that funds are available in the amount of \$10,000 (not to exceed) in account number 6-01-20-150-00004121.

**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 BBG Real Estate Services in the amount for commercial appraisal services not to exceed \$10,000 under the provision of the Non-Fair and Open Process, and that BBG Real Estate Services is in compliance with the New Jersey Pay to Play Law.

## **RESOLUTION 078-2026**

### **RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING A REFUND OF A PARTIAL ZONING PERMIT APPLICATION FEE (DONATION CLOTHING BIN LOCATED AT 324 MAIN STREET, PORT MURRAY, NEW JERSEY)**

**WHEREAS**, OGS Recycling, LLC (DBA Helpsy), issued check number 17553 dated January 7, 2026, to the Township of Mansfield for donation clothing bins located at 324 Main Street, Port Murray, New Jersey; and

**WHEREAS**, one (1) donation clothing bin has been removed from the aforementioned location; and

**WHEREAS**, OGS Recycling, LLC (DBA Helpsy) has requested that the \$25.00 zoning application fee for one (1) donation clothing bin be refunded; and

**WHEREAS**, the Township Zoning Officer has recommended that the \$25.00 zoning application fee be refunded.

**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 \$25.00 to OGS Recycling, LLC (DBA Helpsy).

## **RESOLUTION 079-2026**

### **RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING ACCEPTANCE OF CONCRETE BONDS**

**WHEREAS**, in accordance with the developer's agreement section 3.4 the Township Engineer recommends that cash bonds be issued for work to be completed on the sidewalk and driveway aprons for 23 Thomas Knoll Blvd. and 48 Thomas Knoll Blvd; and

**WHEREAS**, Ryan Homes, the developer of the properties has submitted the following checks:

Check # 815048	Dated 2/06/26	23 Thomas Knoll Blvd.	\$ 2,500.00
Check # 815049	Dated 2/06/26	48 Thomas Knoll Blvd.	\$ 2,500.00

**WHEREAS**, the Township Engineer has recommended the acceptance of said payments.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that the concrete bonds stated above submitted by Ryan Homes, are hereby accepted. The Township Clerk is authorized and directed to forward a copy of this resolution to the developer.

## **RESOLUTION 080-2026**

### **RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING COURT ADMINISTRATOR AND DEPUTY COURT ADMINISTRATOR AS AUTHORIZED SIGNERS FOR CREDIT CARD PROCESSING TERMINAL**

**WHEREAS**, Mansfield Court utilizes a credit card terminal to process credit card payments payable to the Court; and

**WHEREAS**, the current equipment has reached its' end of life and needs to be replaced for continued credit card processing; and

**WHEREAS**, the account for such equipment has the former Court Administrator, Irene Brownell, and former Deputy Court Administrator, Lisa Rudd currently listed as the authorized signers/ representatives; and

**WHEREAS**, Ms. Brownell and Ms. Rudd are no longer employees of Mansfield Township and need to be removed from the credit card terminal account; and

**WHEREAS**, the current Court Administrator, Orchid Santana and the current Deputy Court Administrator, Jammillah Alexis need to be listed as the current authorized signers/representatives for the account.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that Ms. Irene Brownell and Ms. Lisa Rudd are removed effective this date as the authorized signers/representatives for the Mansfield Court credit card processing terminal and that Ms. Orchid Santana and Ms. Jammillah Alexis are approved and authorized as the signers/representatives for such account.

## **RESOLUTION 081-2026**

### **RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN ,STATE OF NEW JERSEY AUTHORIZING EXECUTION OF AN INTERLOCAL SERVICE AGREEMENT FOR MANSFIELD TOWNSHIP SHARED MUNICIPAL COURT**

**WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq (the "Act") and N.J.S.A. 2B:12-1 pertaining to the operation of municipal courts permit units of local government to share services for a particular purpose and to effectuate agreements for any service or circumstance that will aid and encourage a reduction of local expenses; and

**WHEREAS**, the Township of Mansfield, Township of Oxford, Township of Washington, and Borough of Washington, Warren County are public bodies corporate and politic of the State of New Jersey and are authorized under New Jersey law to enter into an Interlocal Service Agreement pursuant to the Act ; and

**WHEREAS**, the Township of Mansfield, Township of Oxford, Township of Washington, and Borough of Washington desire to continue the interlocal service agreement for municipal court services effective January 1, 2026 and remain in effect until December 31, 2030; and

**WHEREAS**, in a Shared Municipal Court, each Court retains its own identity; and

**WHEREAS**, the Mansfield Township Shared Municipal Court shall continue to operate as four separate courts, pursuant to which the Township of Mansfield is the host municipality and provides the services described in this Agreement to the Township of Oxford, Township of Washington, and Borough of Washington; and

**WHEREAS**, representatives of the four municipalities stated herein have negotiated an Interlocal Service Agreement, a copy of which is annexed hereto as Exhibit A, and the terms of which are incorporated into this resolution as if set forth at length herein; and

**WHEREAS**, the Township Committee of the Township of Mansfield deems it in the best interest of the residents and taxpayers of the Township to authorize the execution of the Interlocal Service Agreement with the Township of Oxford, Township of Washington, and Borough of Washington in substantially the form annexed hereto and made a part hereof;

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

1. There shall be a Shared Municipal Court servicing the Township of Mansfield, Township of Washington, Township of Oxford, and the Borough of Washington subject to compliance with terms and conditions of

the approval of the Administrative Office of the Courts and the Vicinage Assignment Judge effective January 1, 2026 through December 31, 2030.

2. The Mayor and Township Clerk of the Township of Mansfield are hereby authorized and directed to execute the attached Interlocal Service Agreement with the Township of Oxford, Township of Washington, and the Borough of Washington, which Agreement sets forth the terms and conditions for the operation of the shared municipal court including the sharing of court facilities and court staff.
3. This Resolution shall take effect immediate upon adoption and the Interlocal Service Agreement shall remain on file in the Township Clerk's office for public inspection.

## **RESOLUTION 082-2026**

### **RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN ,STATE OF NEW JERSEY TO AWARD A PROFESSIONAL SERVICE CONTRACT FOR JANITORIAL SERVICES**

**WHEREAS**, the existing janitorial services contract with Jan-Pro will expire March 31, 2026; and

**WHEREAS**, the Township of Mansfield received quotes for the above services; and

**WHEREAS**, CNJ Cleaning and Disinfecting Services, 2 Pohat Court, Washington, New Jersey 07882, provided the lowest quote.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Warren, and the State of New Jersey, that janitorial services will be provided by CNJ Cleaning and Disinfecting Services for two (2) times per week at a cost of \$ 120.00 per cleaning commencing the week of April 1, 2026, to December 31, 2026.

#### **NEW BUSINESS**

1. Approval of State of NJ Business License – Used Car Dealer – Irish Meadows, LLC  
Mr. Mc Guinness, seconded by Mr. Connelly made a motion to approve the State of NJ Business License-Used Car Dealer for Irish Meadows, LLC.

#### **Recorded Vote**

Aye: Bollard, Connelly, Mc Guinness & Watters  
Nay: XXXXXX  
Abstain: Hayes  
Absent: XXXXXX

2. Police Department – Purchase of New Vehicles

Chief MacDonough requested Committee's approval for the purchase of two new Ford Explorers. One will be outfitted for the K-9. Total amount is approximately \$143,930.77 including outfitting, which \$9,549 will be expended by the K-9 fund and the remainder will be through a capital expenditure.

Mr. Connelly, seconded by Mr. Hayes made a motion to authorize Chief MacDonough to purchase two 2026 Ford Explorers for \$134,381.77.

3. On Call Road Maintenance Services

Mr. Hayes, seconded by Mr. Mc Guinness made a motion to advertise a bid for on call road maintenance services.

#### **Recorded Vote**

Aye: Bollard, Connelly, Mc Guinness, Hayes & Watters

Nay: XXXXXX  
Abstain: XXXXXX  
Absent: XXXXXX

**COMMITTEE PERSON COMMENTS/REPORTS**

Watters – No report given.

Hayes – Attended zoom call for Recreation Meeting. Softball sign-ups are currently ongoing and close on March 1<sup>st</sup>. The Basketball season is almost finished. Football and cheer registration begin on March 17<sup>th</sup>. Refunds for background checks for volunteers was discussed.

Mc Guinness – Discussed clean- up costs associated with the senior meetings at Mansfield Fire Company. Will need to review further to determine reimbursement from Seniors or from the Township directly.

Connelly – Stated he and Mr. Hayes drafted an ordinance for regulation for wood boilers. Will circulate amongst the Committee and Township Attorney Lavery for review. If acceptable, would like to be placed for introduction at the March 11<sup>th</sup> meeting. He also commented on the website changes.

Mr. Connelly, seconded by Mr. Hayes made a motion to authorize the purchase of a laptop for the Township Clerk.

Recorded Vote

Aye: Bollard, Connelly, Mc Guinness, Hayes & Watters  
Nay: XXXXXX  
Abstain: XXXXXX  
Absent: XXXXXX

Bollard – Have 2 residents interested in joining the Economic Development Advisory Council and one resident interested in joining Open Space. Outreach for both is ongoing. Environmental Commission is currently planning for the 250<sup>th</sup> celebration.

Mr. Connelly, seconded by Mr. Hayes made a motion to appoint Scott Cruets to the Economic Development Advisory Council.

Recorded Vote

Aye: Bollard, Connelly, Mc Guinness, Hayes & Watters  
Nay: XXXXXX  
Abstain: XXXXXX  
Absent: XXXXXX

Mr. Mc Guinness, seconded by Mr. Bollard made a motion to appoint John Katstra to the Open Space & Farmland Preservation Committee.

Recorded Vote

Aye: Bollard, Connelly, Mc Guinness, Hayes & Watters  
Nay: XXXXXX  
Abstain: XXXXXX  
Absent: XXXXXX

**EXECUTIVE SESSION**

Mr. Hayes, seconded by Mr. Mc Guinness, made a motion to adopt Resolution #083-2026 for an Executive Session of the Township Committee.

**RECORDED VOTE**

Aye: Bollard, Connelly, Mc Guinness, Hayes, Watters  
Nay: XXXXXX

Absent: XXXXXX  
Abstain: XXXXXX

## **RESOLUTION 083-2026**

### **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**

Warren County Municipal & Charitable Conservancy Trust Fund- Mt. Bethel Community Center

**Potential Litigation**

MEMS

**Personnel**

Conflict Zoning Officer

**Pending Litigation**

Short Term Rental Ordinance

At approximately 8:29 p.m., the Committee went into Executive Session.

**RETURN TO REGULAR SESSION**

On a motion by Mr. Hayes, seconded by Mr. Connelly, the Township Committee voted to return to public session at approximately 9:13 p.m.

**RECORDED VOTE**

Aye: Bollard, Connelly, Mc Guinness, Hayes, Watters  
Nay: XXXXXX  
Absent: XXXXXX  
Abstain: XXXXXX

Township Attorney Lavery announced the following discussed in Executive Session:

**Contractual**

Warren County Municipal & Charitable Conservancy Trust Fund- Mt. Bethel Community Center

**Potential Litigation**

MEMS

**Personnel**

Conflict Zoning Officer

**Pending Litigation**

Short Term Rental Ordinance

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.

Mr. Connelly, seconded by Mr. Hayes made a motion to table Ordinance #006-2026 from the agenda.

**RECORDED VOTE**

Aye: Bollard, Connelly, Mc Guinness, Hayes, Watters  
Nay: XXXXXX  
Absent: XXXXXX  
Abstain: XXXXXX

There being no further business, Mr. Hayes made a motion to adjourn. All present were in favor. The meeting was adjourned at approximately 9:15 p.m.

Attest,



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