

MANSFIELD TOWNSHIP COMMITTEE MEETING

October 26, 2016

This is a regular meeting of the Mansfield Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Star-Gazette and the Express Times of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

Roll Call: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher

Salute to the flag was done by all.

APPROVAL OF THE MINUTES:

Mr. Clancy made a motion to approve the minutes from the regular meeting held on October 12, 2016, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher

Nays: None

Absent: None

Abstain: None

Mr. Watters made a motion to approve the minutes from the Executive Session held on October 22, 2016, which was seconded by Mr. Hayes.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher

Nays: None

Absent: None

Abstain: None

BILL LIST:

Mr. Watters made a motion to approve the bill list with addendum, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher

Nays: None

Absent: None

Abstain: None

CLERKS REPORT:

Ms. Hrebenak stated that she has raffle applications for Saint Theodore's church for a tricky tray and a 50/50 raffle and that all items are in order.

Mr. Misertino made a motion to approve the raffle applications for Saint Theodore's Church, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher

Nays: None

Absent: None

Abstain: None

Mr. Watters made a motion to approve the Bingo Application for the Jr. Streaks to be held on January 14, 2017 at the Mansfield Township Fire Company building, which was seconded by Mr.

Clancy.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher

Nays: None

Absent: None

Abstain: None

FINANCE REPORT:

No report

EMPLOYEES REPORTS:

Mrs. Fascenelli explained to the Township Committee that she and the clerk met with the gentleman from the direct install program and if the Township Committee is interested we would review and meet with him to discuss the project.

Mr. Watters stated that he would like the representative to come back and review his report to see what is being duplicated.

Mrs. Fascenelli stated that the showerheads for the replacement program are in and they have been left on the dais for the Committee to examine.

ENGINEERS REPORT:

Mr. Finelli stated that Constellation Solar project has been in contact with his office.

Mr. Finelli stated that the letter was received from the State that the lift on the transportation trust fund has been lifted and we have until April 10, 2017 to award the contract for Watters Road. We have two options at this point we could move forward and put this out to bid now or we could wait for Spring 2017. Mr. Finelli stated that there is a shortfall between the amount that is received from the grant and the amount that has been estimated for the project.

Mr. Watters stated that he has always seen better numbers come in when the projects are bid in the Spring.

Mr. Misertino spoke in reference to the money that would have been appropriated for the project.

Mayor Kocher asked how the Duarte project went.

Mr. Finelli stated that the project is pretty much complete there are a couple items to be completed.

Mr. Finelli stated that he is still waiting for some information to come from the Airport Road Estates engineer and once that is received the report can be completed.

RESOLUTION:

TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY

RESOLUTION # 2016 -92

TITLE: INSERTION OF SPECIAL ITEM OF REVENUE PURSUANT TO N.J.S.A. 40A:4-87, CHAPTER 159

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of any item of appropriation for an equal amount; and

WHEREAS, the Township of Mansfield received \$ 5,000.00 for a Drive Sober or Get Pulled Over Statewide Labor Day Crackdown and wishes to amend its 2016 budget to include a portion of this amount as a revenue

NOW, THERE, BE IT RESOLVED that the Township of Mansfield hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2016 in the sum of \$ 5,000.00 that is now available as revenue from:

Miscellaneous Revenues

Special Items of General Revenue Anticipated with Prior Written Consent

Of the Director of Local Government Services:

Public and Private Revenues Offset with Appropriations:

Drive Sober or Get Pulled Over Statewide Labor Day Crackdown

BE IT FURTHER RESOLVED, that a like sum of \$ 5,000.00 be and the same is hereby appropriated under the caption of:

General Appropriations

Operations – Excluded from caps Public and Private Programs

Offset by Revenues:

Drive Sober or Get Pulled Over Statewide Labor Day Crackdown

BE IT FURTHER RESOLVED, that the Municipal Clerk forward two copies of this resolution to the Director of Local Government Services.

Mr. Clancy made a motion to approve the passage of Resolution 2016-92, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher

Nays: None

Absent: None

Abstain: None

RESOLUTION 2016-93

APPOINTMENTS TO CERTAIN MUNICIPAL OFFICES AND POSITIONS FOR THE YEAR 2017:

BE IT RESOLVED, that the following persons be and each is hereby appointed commencing February 1, 2017 to the following respective municipal offices and/or positions of the Township of Mansfield:

Police Sergeant

Steven Browns

Mr. Clancy made a motion to approve the passage of Resolution 2016-93, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher

Nays: None

Absent: None

Abstain: None

ORDINANCE:

1st Reading:

ORDINANCE # 2016 –13

AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE SALARIES AND WAGES FOR THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF MANSFIELD AND THE METHOD OF PAYMENT OF SUCH SALARIES AND

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

SECTION 1, The salaries per annum of rates of compensation of the following officers and employees of the Township of Mansfield are determined to be as follows:

Committee Members

\$ 3,000

\$ 4,950

Mayor	\$ 300	\$ 660
Deputy Mayor	\$ 270	\$ 330
Insurance Fund Commissioner	\$ 1,350	\$ 1,650
Municipal Clerk	\$ 46,250	\$ 60,000
Municipal Clerk Stipend	\$ 500	\$ 2,000
Elections Officer	\$ 150 / election	\$ 300 / election
Website Administrator	\$ 1,350	\$ 2,000
Deputy Clerk	\$ 21,000	\$ 35,655
Deputy Clerk	\$ 14 / hr	\$ 18 / hr
Depart. Of Health Deputy Registrar	\$ 21,000	\$ 35,655
Depart. Of Health Deputy Registrar	\$ 14 / hr	\$ 18 / hr
Chief Financial Officer	\$ 40,000	\$ 90,000
Acting Chief Financial Officer	\$ 9,000	\$ 65,000
Deputy Treasurer	\$ 9,000	\$ 15,000
Deputy Treasurer Stipend	\$ 500	\$ 2,000
Tax Collector	\$ 10,000	\$ 35,000
Deputy Tax Collector	\$ 27,000	\$ 35,000
Alternate Deputy Tax Collector	\$ 1,000	\$ 2,750
Tax/Finance Clerk	\$ 16,216	\$ 19,820
Tax Search Officer	\$ 900	\$ 1,100
Tax Assessor	\$ 19,800	\$ 26,000
Certified Lists (Tax Assessor)	\$ 560	\$ 685
Assessment Search Officer	\$ 900	\$ 1,100
Tax Assessor Secretary	\$ 4,688	\$ 5,705
COAH Calculations	\$ 20 / calc	\$ 20 / calc
Municipal Housing Liaison	\$ 6,000	\$ 8,000
Economic Secretary	\$ 233	\$ 300
Open Space / Historical Secretary	\$ 233	\$ 300
Environmental Secretary	\$ 840	\$ 1,500
Land Use Board Secretary	\$ 13,500	\$ 18,000
Zoning Officer	\$ 4,500	\$ 5,500
Court Appearance by Zoning Officer	\$ 75 / appearance	\$ 75 / appearance
Police Chief	\$ 90,000	\$ 113,000
Police Secretary	\$ 22,000	\$ 43,500
Police Secretary (Temp or Part-Time)	\$ 14 / hr	\$ 17 / hr
Patrolmen	\$ 40,000	\$ 97,000
Sergeant	\$ 86,140	\$ 102,200
Lieutenant	\$ 88,494	\$ 107,950
Police Officer (Temp/Part-Time)	\$ 13.50 / hr	\$ 17 / hr
Detective Stipend	\$ 1,000	\$ 2,000
Corporal Stipend	\$ 1,000	\$ 2,000
EMT Stipend	\$ 1,000	\$ 2,000
K-9 Officer Stipend	\$ 1,000	\$ 2,000
Director Emergency Management	\$ 2,334	\$ 2,852
Deputy Emergency Mgt. Director	\$ 500	\$ 600
Smoke Detector Inspector	\$ 1,000	\$ 2,000
Prosecutor	\$ 17,392	\$ 37,500
DPW Superintendent	\$ 62,546	\$ 78,000
Machine Operator	\$ 30,000	\$ 57,500
Part-Time Laborer/Snow Plow Driver	\$ 10 / hr	\$ 22 / hr
Recreation Secretary	\$ 673	\$ 850
Recreation/Finance Secretary	\$ 500	\$ 1,500
Custodian	\$ 10 / hr	\$ 15 / hr
DPW Secretary	\$ 14 / hr	\$ 17 / hr
Certified Recycling Professional	\$ 2,000	\$ 2,500
Recycling Attendant	\$ 30 / hr	\$ 40 / hr
Clean Communities Coordinator	\$ 1,300	\$ 4,000
Judge	\$ 33,817	\$ 99,500
Court Administrator	\$ 43,479	\$ 85,600
Deputy Court Administrator	\$ 25,000	\$ 64,000

Violations Clerk	\$ 11 / hr	\$ 21 / hr
Temporary Violations Clerk	\$ 11 / hr	\$ 15 / hr
Call-Outs	\$ 50 / each	\$ 60 / hr
Court Security	\$ 75 / session	\$ 150 / session
Public Defender	\$ 150 / case	\$ 250 / case
Bonus	\$ 50	\$ 3,000

Mr. Watters made a motion to introduce Ordinance 2016-13 and requested that the public hearing be scheduled to be held on November 22, 2016, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher

Nays: None

Absent: None

Abstain: None

PUBLIC PORTION:

Ms. Griggs asked what the status is on the Salt Shed.

Mayor Kocher stated that we have a proposed fix that will need to be bid out.

Ms. Griggs asked if the cost is going to be put on the taxpayer.

Mr. Lavery stated that the Engineer was authorized to prepare the bid specs for the proposed repair at the last meeting.

Ms. Griggs asked Mr. Finelli when he received the authorization to change from poured foundation to block.

Ms. Griggs asked what the status is of the DPW Supervisor being replaced.

Ms. Griggs would like to see a comparison of the shared service for DPW Supervisor or hiring a township employee to fill the position.

Ms. Griggs stated in summary real answers would be good.

Mr. Lavery, Esq. stated that during Executive Session the Committee discussed a Contractual matter dealing with the Salt Shed, and an Attorney Client privileged matter dealing with Duarte property copies of these minutes will be available as soon as the Committee feels they are no longer a harm to the public interest.

PRESENTATION:

Mayor Kocher presented the Meritorious Service Award to Sergeant Kirchner for his efforts on October 20, 2014 to remove a loaded weapon from a dangerous situation with some degree of hazard to life and limb to the officer and where serious injury to a third party is prevented.

Mayor Kocher presented the Exceptional Service Award to Patrolman Camerata for his efforts on August 1, 2016 that removed a large quantity of potentially deadly drugs off of the streets and out of our communities.

Mr. Misertino made a motion to enter into Executive Session at 8:09, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher

Nays: None

Absent: None
Abstain: None

Return to regular session at 8:41 pm

Mr. Lavery, Esq. stated that during Executive Session the Committee discussed a Contractual matter dealing with a personnel matter dealing with the personnel policy, and a police personnel matter copies of these minutes will be available as soon as the Committee feels they are no longer a harm to the public interest.

Return to regular session.

Roll Call: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher

Mr. Watters made a motion to allow the Police Chief to proceed with the item that was discussed in Executive Session, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher
Nays: None
Absent: None
Abstain: None

Mr. Misertino made a motion to make the revisions to the Personnel Policy, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher
Nays: None
Absent: None
Abstain: None

COMMITTEE PERSON COMMENTS:

Mr. Misertino made a motion to advertise for the two recreation positions that will be open for recreation.

Mr. Misertino would like to give the farmer notice that we will be terminating the lease.

Mr. Misertino made a motion to have a letter drafted to the farmer that leases the property to give 90 day notice of termination, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Clancy, Mr. Hayes, Mayor Kocher
Nays: Mr. Watters
Absent: None
Abstain: None

Mr. Misertino made a motion to advertise for the two open positions on the Recreation Committee, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher
Nays: None
Absent: None
Abstain: None

Mr. Watters asked where we stand with the generator.

Ms. Hrebenak stated that there has been nothing received from the Engineer.

Mr. Watters stated that the contractor has not been paid for the roof on the Mount Bethel Church.

Ms. Hrebenak stated that the completed paperwork has not been received.

Mr. Misertino made a motion to adjourn at 9:19 pm.