

MANSFIELD TOWNSHIP COMMITTEE MEETING

October 22, 2014

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. Clancy, Mrs. Kocher, Deputy Mayor Watters
Mayor Tomaszewski absent

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 8, 2014, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters
Nays: None
Absent: Mayor Tomaszewski
Abstain: None

BILL LIST:

Mr. Clancy made a motion to approve the bill list and addendum, which was seconded by Mrs. Kocher.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters
Nays: None
Absent: Mayor Tomaszewski
Abstain: None

CLERKS REPORT

Ms. Hrebenak stated that a request was received from the Cub Scouts to post the flyer for the Holiday Bazaar on the website and also in the municipal office locations.

Mr. Watters made a motion to approve the flyers being posted, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters
Nays: None
Absent: Mayor Tomaszewski
Abstain: None

Ms. Hrebenak stated that a request was also received to post a flyer for the Cub Scout Troop 222 Food drive.

Mr. Misertino made a motion to approve posting the flyer for the Cub Scout troop, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters
Nays: None
Absent: Mayor Tomaszewski
Abstain: None

Ms. Hrebenak stated that a request was received from the Girl Scouts to allow them to hang red ribbons in Kensington Park for one week in support of Red Ribbon week for Drug Awareness.

Mr. Watters made a motion to approve the ribbons being hung and requested that the Girl Scouts remove them when the week is completed.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters
Nays: None
Absent: Mayor Tomaszewski
Abstain: None

ENGINEERS REPORT:

Mr. DiSessa stated that the grants for DOT were submitted last week.

Mr. DiSessa stated that the generator grant for the DPW is not going to be approved because the building does not lose power enough and the facility is not designated as an emergency shelter.

Mr. Watters asked if we could list this building as a emergency shelter.

Mr. DiSessa stated that there was a meeting at the Railroad Crossing on Blau Road because they are going to need to do work for some safety issues.

Mayor Tomaszewski came into the meeting at 7:46pm.

EMPLOYEE REPORTS:

Mrs. Fascenelli stated that the paper shredding event was held on October 4, 2014. Absolute Shredding came and shredded for four hours. We had 57 residents come to the event and there were 5,580 pounds (2.79 tons) of confidential documents were shredded.

RESOLUTION:

RESOLUTION # 2014-111 LIEN REDEMPTION

TOWNSHIP OF MANSFIELD WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, the Tax Collector of the Township of Mansfield has advised the Committee that the following property has been redeemed and the money due thereon paid to the Township of Mansfield Tax Collector;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield this 22nd October, 2014 that payment is to be made to the certificate holder as noted:

US Bank-Cust For Pro Capital I, LLC
US Bank TLSG
50 S. 16th Street, Suite 1950
Philadelphia, PA. 19102

Block 1701, Lot 04
Certificate # 2012-17
\$ 21,416.27

Mr. Watters made a motion to approve the passage of Resolution 2014-111, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters, Mayor Tomaszewski
Nays: None
Absent: None
Abstain: None

RESOLUTION # 2014-112 LIEN REDEMPTION

TOWNSHIP OF MANSFIELD WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, the Tax Collector of the Township of Mansfield has advised the Committee that the following property has been redeemed and the money due thereon paid to the Township of Mansfield Tax Collector;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield this 22nd October, 2014 that payment is to be made to the certificate holder as noted:

US Bank-Cust For PC5 Sterling National
US Bank TLSG
50 S. 16th Street, Suite 2050
Philadelphia, PA. 19102

Block 2811, Lot 20
Certificate # 2014-32
\$ 1,630.01

Mr. Misertino made a motion to approve the passage of Resolution 2014-112, which was

seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters, Mayor Tomaszewski

Nays: None

Absent: None

Abstain: None

**RESOLUTION # 2014-113
LIEN REDEMPTION**

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

WHEREAS, the Tax Collector of the Township of Mansfield has advised the Committee that the following property has been redeemed and the money due thereon paid to the Township of Mansfield Tax Collector;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield this 22nd October, 2014 that payment is to be made to the certificate holder as noted:

US Bank/Cust For BV001 Trust
US Bank TLSG
50 S. 16th Street, Suite 2050
Philadelphia, PA. 19102-0003

Block 601.03, Lot 69
Certificate # 2014-05
\$ 1,832.28

Mr. Clancy made a motion to approve the passage of Resolution 2014-113, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters, Mayor Tomaszewski

Nays: None

Absent: None

Abstain: None

**RESOLUTION # 2014-114
Return of Premium**

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

WHEREAS, the Tax Collector of the Township of Mansfield has advised the

Committee that the following property has been redeemed within five (5) years of the tax sale, and a premium of \$15,100.00 was paid at the time of the sale;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield this 22nd day of October 2014 that the \$15,100.00 premium is to be returned to the certificate holder as noted:

| <i>CERTIFICATE HOLDER</i> | <i>BLOCK/LOT</i> | <i>CERT #</i> |
|--|-------------------------|----------------------|
| US Bank/Cust for BV001 Trust US Bank TLSG 50 S. 16 th Street, Suite 1950 Philadelphia, PA. 19102 | Block 601.03 Lot 69 | 2014-05 |

Mr. Watters made a motion to approve the passage of Resolution 2014-114, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters, Mayor Tomaszewski
Nays: None
Absent: None
Abstain: None

Township of Mansfield
Warren County, New Jersey
Resolution 2014-115

Resolution: Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Heiser Road Resurfacing project.

NOW, THEREFORE, BE IT RESOLVED, that Committee of the Township of Mansfield formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2015-Heiser Road Resurfacing-00643 to the New Jersey Department of Transportation on behalf of the Township of Mansfield.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Mansfield and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Mr. Watters made a motion to approve the passage of Resolution 2014-115, which was seconded by Mayor Tomaszewski.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters, Mayor Tomaszewski
Nays: None
Absent: None
Abstain: None

Township of Mansfield
Warren County, New Jersey
Resolution 2014-116

Resolution: Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Watters Road Improvements project.

NOW, THEREFORE, BE IT RESOLVED, that Committee of the Township of Mansfield formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2015-Watters Road Improvements-00371 to the New Jersey Department of Transportation on behalf of the Township of Mansfield.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Mansfield and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Mr. Misertino made a motion to approve the passage of Resolution 2014-116, which was seconded by Mayor Tomaszewski.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters, Mayor Tomaszewski

Nays: None

Absent: None

Abstain: None

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

RESOLUTION # 2014-117

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 equal amount,

SECTION 1,

NOW, THEREFORE BE IT RESOLVED that the Township of Mansfield, County of Warren, hereby requests the Director of the Division of Local Government Services to approve the increase of \$ 1,596.57 for an item of revenue in the budget of the year 2014 as follows:

Miscellaneous Revenues –

Revenue Offset with Appropriations – Body Armor Grant

Total with increase to be \$ 1,596.57

SECTION 2,

BE IT FURTHER RESOLVED that a like sum of \$ 1,596.57 be and the same is hereby appropriated under the caption of:

General Appropriations –

Public & Private Programs Offset by Revenues – Body Armor Grant

State Share \$ 1,596.57

Non State Share \$

Total with increase to be \$ 1,596.57

FURTHER RESOLVED that two certified copies of this resolution with a copy of the appropriate documentation be forwarded to the Division of Local Government Services.

Mr. Watters made a motion to approve the passage of Resolution 2014-117, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters, Mayor Tomaszewski

Nays: None

Absent: None

Abstain: None

RESOLUTION # 2014 –118
REFUND OF OUTSIDE EMPLOYMENT OF OFF-DUTY POLICE
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, First Energy issued a check for \$ 578.88 dated 10/8/14 for Outside Employment of Off-Duty Police (quasi-public matters) account with The Township of Mansfield, County of Warren,
WHEREAS, there is a remaining balance of \$ 7.00 in their account,
NOW THEREFORE BE IT RESOLVED, that the Finance Office be authorized to refund the amount of \$ 7.00 to First Energy.

Mr. Watters made a motion to approve the passage of Resolution 2014-118, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters, Mayor Tomaszewski
Nays: None
Absent: None
Abstain: None

RESOLUTION # 2014 –119
REFUND OF PLANNING BOARD ESCROW BALANCE
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, Mr. James Deming issued a check for Planning Board escrow with the Township of Mansfield, County of Warren,
WHEREAS, there remains a balance of \$ 205.00 in the escrow account,
WHEREAS, the Planning Board Attorney and Engineer have determined that the escrow balance can be refunded,
NOW THEREFORE BE IT RESOLVED, that the Township Finance Office be authorized to refund the amount of \$ 205.00 to Mr. James Deming.

Mr. Watters made a motion to approve the passage of Resolution 2014-119, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters, Mayor Tomaszewski
Nays: None
Absent: None
Abstain: None

TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY
RESOLUTION # 2014 – 120

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

WHEREAS, N.J.S.A. 40A4-87 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 will receive \$ 5,000.00 for a Drive Sober or Get Pulled Over Grant and wishes to amend its 2014 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 2014

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 Grant

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 Grant

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

Mr. Watters made a motion to approve the passage of Resolution 2014-120, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters, Mayor Tomaszewski

Nays: None

Absent: None

Abstain: None

ORDINANCE:

First Reading

Mayor Tomaszewski introduced Ordinance 2014-18 by title only:

2014-18

AN ORDINANCE TO CANCEL CAPITAL APPROPRIATION BALANCES AND RECIEVABLE FOR COMPLETED PROJECTS

WHEREAS, certain General Capital Improvement appropriation balances remain dedicated to projects now completed; and

WHEREAS, it is necessary to formally cancel said balances, so that the unexpended balances may be returned to each respective Capital Improvement fund or credited to Capital Fund Balance, and unused debt authorizations may be canceled; and

WHEREAS, a receivable balance of \$14,867.54 entitled Due from Hackettstown, Improvements to Public Buildings-Addition of a Wash Bay remains on the General Capital Balance sheet

WHEREAS, it is necessary to formally cancel the receivable balances from the balance sheet

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield that the following unexpended and dedicated balance of General Capital Appropriations be canceled:

| | |
|------------------------------|------------|
| Reserve for Office Equipment | \$ 914.29 |
| Reserve for Police Vehicle | \$ 120.56 |
| Total Cancelled | \$ 1034.85 |

AND, BE IT FURTHER RESOLVED, by the Township Committee of the Township of Mansfield that the following off setting grant receivable balance be canceled:

| | |
|-----------------------|-------------|
| Due from Hackettstown | \$14,867.54 |
|-----------------------|-------------|

Mr. Misertino made a motion to approve the introduction of Ordinance 2014-18 and requested that the public hearing be advertised, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters, Mayor Tomaszewski

Nays: None

Absent: None
Abstain: None

Mayor Tomaszewski made a motion to enter into Executive Session at 7:47, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters, Mayor Tomaszewski
Nays: None
Absent: None
Abstain: None

Return from Executive Session at 8:35pm.

Roll Call: Mr. Misertino, Mr. Watters, Mr. Clancy, Mrs. Kocher, Mayor Tomaszewski

Mr. Misertino made a motion to issue a RICE notice to the employee that was discussed, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters, Mayor Tomaszewski
Nays: None
Absent: None
Abstain: None

Mr. Watters made a motion to approve the Shared Services Agreement for the position of CFO, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters, Mayor Tomaszewski
Nays: None
Absent: None
Abstain: None

Mr. Watters made a motion to have the clerk send proposal to Washington Township, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters, Mayor Tomaszewski
Nays: None
Absent: None
Abstain: None

Second Reading

ORDINANCE NUMBER CA – 2014-03
AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, WARREN
COUNTY, NEW JERSEY, APPROPRIATING \$90,000.00 FOR THE
PAVEMENT OVERLAY FOR A PORTION OF JANE CHAPEL ROAD.

WHEREAS, there is a need to improve Jane Chapel Road;
BE IT ORDAINED, by the Township Committee of the Township of Mansfield,

Warren County, New Jersey, as follows:

- The amount of \$ 90,000.00 is hereby appropriated from a reserve for road construction in the general capital fund.
- There is no debt incurred by this Ordinance.
- This ordinance shall take effect immediately after final passage, approval and publication as provided by law.

Mr. Watters made a motion to approve the passage of Capital Ordinance 2014-03, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters, Mayor Tomaszewski

Nays: None

Absent: None

Abstain: None

PUBLIC PORTION: (3 minute limit per person)

Scott Minter- Mount Bethel Road, asked about the tarp that has been placed on the Mount Bethel Church if this was the Township or the owner.

Mr. Watters stated that this was a donation.

Elizabeth Griggs- Mount Bethel Road, asked about the Executive Session minutes and also about the minutes on the Website from June 27, 2012 and also July 11, 2012 and also that the minutes have not been posted since September 10.

Betsy Griggs asked if all of the positions for snow removal have been filled.

COMMITTEE PERSON COMMENTS:

Mr. Misertino stated that there was a resolution that was passed at the beginning of the year for part time help for snow plowing.

Mr. Misertino made a motion to advertise for snowplow help, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Clancy, Mrs. Kocher, Deputy Mayor Watters

Nays: Mayor Tomaszewski

Absent: None

Abstain: None

Mayor Tomaszewski made a motion to adjourn at 8:47pm.