

MANSFIELD TOWNSHIP COMMITTEE MEETING

January 10, 2007

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: Mrs. Oakley, Mr. Watters, Ms. Nerbak, Mr. Appleby, Mayor Baldwin

Salute to Flag was done by all.

APPROVAL OF MINUTES:

Ms. Nerbak made a motion to approve the minutes from the Reorganization Meeting 1/1/2007 with corrections, seconded by Mrs. Oakley.

Ayes: Mrs. Oakley, Mr. Watters, Ms. Nerbak, Mr. Appleby, and Mayor Baldwin
Nays: None

PAYMENT OF BILLS:

Mrs. Oakley made a motion to approve the bill list as presented, seconded by Mr. Watters.

Ayes: Mrs. Oakley, Mr. Watters, Ms. Nerbak, Mr. Appleby, and Mayor Baldwin
Nays: None

RESOLUTIONS:

2007-19

***RESOLUTION
LIEN REDEMPTION***

WHEREAS, the Tax Collector of the Township of Mansfield has advised the Committee that the following properties have 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 10th day of January 2007 that refunds are made to the certificate holder as noted:

<i>CERTIFICATE HOLDER</i>	<i>BLOCK/LOT</i>	<i>CERT #</i>	<i>AMOUNT</i>
<i>Frank E. Bachkai</i>	<i>2806/9</i>	<i>99-28</i>	<i>\$273.59</i>
<i>Orson & Mia Kirk</i>	<i>2806/9</i>	<i>2003005</i>	<i>\$715.36</i>

Ms. Nerbak made a motion to approve the passage of Resolution 2007-19, seconded by Mrs. Oakley.

Ayes: Mrs. Oakley, Mr. Watters, Ms. Nerbak, Mr. Appleby, and Mayor Baldwin
Nays: None

2007-20
RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR MUNICIPAL ATTORNEY

WHEREAS, the Mansfield Township Committee has a need to acquire professional legal services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

WHEREAS, the Chief Financial Officer of the Township of Mansfield has determined and certified in writing that the value of the acquisition will exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is one (1) year; and

WHEREAS, Charles M. Lee & Associates, P.C. has submitted a proposal dated January 1, 2006 indicating that they will provide legal and administrative services to the Township of Mansfield for the sum of \$110,500.00; and

WHEREAS, Charles M. Lee & Associates, P.C. has completed and submitted a Business Entity Disclosure Certification which certifies that Charles M. Lee & Associates, P.C. has not made any reportable contributions to a political or candidate committee in the Township of Mansfield in the previous one year, and that the contract will prohibit Charles M. Lee & Associates, P.C. from making any reportable contributions through the term of the contract; and

WHEREAS, the Mansfield Township Committee certifies that available funds will be appropriated in the budget for 2007 pursuant to N.J.A.C. 5:30-5.4.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Township Committee of the Township of Mansfield authorizes the Mayor and Clerk to enter into a contract with Charles M. Lee & Associates, P.C. as described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this resolution.

I hereby certify the foregoing to be a true copy of a resolution adopted by the Mansfield Township Committee at a regular meeting held on January 10, 2007.

Ms. Nerbak made a motion to approve the passage of Resolution 2007-20, seconded by Mr. Appleby.

Ayes: Mrs. Oakley, Mr. Watters, Ms. Nerbak, Mr. Appleby, and Mayor Baldwin
Nays: None

RESOLUTION- No. 2007-21

FOR TRANSFER OF FUNDS

WHEREAS, there are insufficient funds in some of the 2006 budget line items; and

WHEREAS, it is permissible to transfer appropriation reserve funds before April 1, 2007.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield that the following transfers be made:

FROM		TO
Engineering OE	\$500.00	Prosecutor S&W\$500.00

Mrs. Oakley made a motion to approve the passage of Resolution 2007-21, seconded by Ms. Nerbak.

Ayes: Mrs. Oakley, Mr. Watters, Ms. Nerbak, Mr. Appleby, and Mayor Baldwin
Nays: None

2007-22
RESOLUTION
OVERPAYMENT OF TAXES
Block 1302.01, Lot 7

WHEREAS, the following property has an overpayment for 2006 property taxes;

WHEREAS, this overpayment occurred due to the mortgage company paying on the wrong property;

THEREFORE BE IT RESOLVED, by the Committee of the Township of Mansfield this 10th day of January 2007 that the Tax Collector and Finance Officer may refund the following tax amount:

*Block 1302.01, Lot 7
LOAN # 0001096084
First American Real Estate Tax Service
1 First American Way
Mail Code:DFW 1-3
Westlake, TX 76262
Attn: Tax Refunds
\$553.58*

Mrs. Oakley made a motion to approve the passage of Resolution 2007-22, seconded by Ms. Nerbak.

Ayes: Mrs. Oakley, Mr. Watters, Ms. Nerbak, Mr. Appleby, and Mayor Baldwin
Nays: None

RESOLUTION 2007-23

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, NEW JERSEY, AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE TOWNSHIP OF MANSFIELD AND NJ DEPARTMENT OF TRANSPORTATION, AN AGENCY OF THE STATE OF NEW JERSEY, WITHOUT COMPETITIVE BIDDING

WHEREAS, the Township of Mansfield, Warren County and the State of New Jersey desire to enter into an Agreement with respect to setting forth the terms and conditions of the purchase of salt stored at in State facilities located in the Township of Mansfield; and

WHEREAS, municipalities are permitted to enter into such agreements pursuant to N.J.S.A. 40A:11-12 et seq. without the necessity of public bidding;

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

- 1. That the Mayor and Township Clerk are hereby authorized to execute an Agreement between the Township of Mansfield and the Department of Transportation, an agency of the State of New Jersey setting forth the terms and conditions regarding the purchasing of salt stored in facilities located within the Township of Mansfield at a price equal to that paid by the State of New Jersey.**
- 2. A copy of the Agreement is on file in the office of the Township Clerk for inspection by the public.**
- 3. This resolution shall take effect upon approval.**

Ms. Nerbak made a motion to approve the passage of Resolution 2007-23, seconded by Mrs. Oakley.

Ayes: Mrs. Oakley, Mr. Watters, Ms. Nerbak, Mr. Appleby, and Mayor Baldwin
Nays: None

ENGINEERS REPORT:

Mr. Mace stated that he has received correspondence in reference the 2010 Census. Sometime this year we will probably be being asked to participate in the 2010 Census Address list improvement process. Mr. Mace stated that he went on line to see what this meant, but there were no details of how this will be done. The way that this reads is that there will be required field checks that can be very expensive and time consuming.

Mr. Mace stated that he and Mr. Layton are working out what day they will be going to speak on the Highlands Act.

Mr. Mace questioned when we would be doing the bids for the Recreation Driveway and said that he wants to have the bids out and advertised for 30 days, so possibly the end of February or beginning of March.

The committee agreed that the first meeting in March should be good for the opening of the bids.

PUBLIC PORTION:

Mr. Robert Jewell, 115 Sunnyview Ave, questioned why the street light that was at the old intersection of Route 57 and Allen Road was never shut off when the road was relocated.

Mr. Baldwin and Mr. Lee stated that this problem has been researched and that the electric company can not point out which light that specific light is and the bill is \$3.00 a month for the light therefore being that the electric company would have to cut power to each of the lights that the Township pays for, to locate the light in question it seemed to be easier to have the light left on.

Mr. Jewell also questioned the reasoning in going to a shared services construction office.

ADMINISTRATOR'S REPORT:

Mr. Lee suggested that the Township Committee should consider forming a Highlands Committee to research the effects of the new Regional Master Plan on the Township of Mansfield. The Highlands Committee should consist of two members each from the Recreation Commission, Planning Board or Zoning Board, Township Committee, the Township Engineer, the Township Planner, and Mr. Kessler.

Mr. Lee questioned the township committee if they would like a resolution drafted for the expenditure of funds in the estimated amount of \$50,000 for the Highlands Committee that was formed to research the effects of the new Regional Master Plan on the Township.

Ms. Nerbak made a motion to approve the drafting of this resolution, seconded by Mrs. Oakley.

Ayes: Mrs. Oakley, Mr. Watters, Ms. Nerbak, Mr. Appleby, and Mayor Baldwin
Nays: None

Mr. Lee also asked the Township Committee if they would like to refer to the Planning Board to research the effect of the Highlands Regional Master Plan on the Township's Master Plan for recommendations of any changes needing to be made.

Mrs. Oakley made a motion for a memo to be drafted to the Planning Board to research the effect of the Highlands Regional Master Plan on the Township's Master Plan for recommendations, seconded by Ms. Nerbak.

Ayes: Mrs. Oakley, Mr. Watters, Ms. Nerbak, Mr. Appleby, and Mayor Baldwin
Nays: None

Mrs. Nerbak stated that the Recreation Park plan is ready and will be reviewed at the Recreation Meeting at the end of this month. Mr. Pellow will be there to explain the plans at that time also.

Mr. Baldwin stated that the Highlands Committee will be made up of Ms. Ellen Nerbak, Mr. Joseph Watters, Mr. Barton from the Planning Board, Mr. Jewel from the Zoning Board of Adjustment, Joseph Layton, Douglas Mace, Mr. Cruets, Ms. Margolin, and Mr. Kessler.

Ayes: Mrs. Oakley, Mr. Watters, Ms. Nerbak, Mr. Appleby, and Mayor Baldwin
Nays: None

Mr. Lee asked the Township Committee to authorize the extension of the professional services contracts with the professionals for this project.

Ms. Nerbak made a motion to approve the extension of the professional services contracts with the professionals for the highlands project, Mr. Appleby seconded the motion.

Ayes: Mrs. Oakley, Mr. Watters, Ms. Nerbak, Mr. Appleby, and Mayor Baldwin
Nays: None

COMMITTEE PERSON COMMENTS:

Mr. Baldwin asked Mrs. Oakley to contact the Warren County CLAP program to come and clean up the township roads again.

Mr. Watters made a motion to adjourn the meeting at 8:33 pm, which was seconded by Mr. Appleby.