

## **MANSFIELD TOWNSHIP COMMITTEE MEETING**

**January 23, 2008**

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. Watters, Mr. Jewell, Mrs. Oakley, Mr. Baldwin, Mayor Nerbak

Salute to the flag.

### **APPROVAL OF THE MINUTES:**

Mr. Watters made a motion to approve the minutes from the regular meeting held on January 9, 2008, Mr. Jewell stated that he did not agree with the wording on page 6 on the first line and would like the statement changed to Mr. Jewell indicated that he would like the way the Committee members salaries are listed in totals changed to being listed as 5 individual salaries. Mrs. Oakley indicated that she would like the wording under presentation on the same page changed to Tyler Wargo who is from Home Depot. Mr. Watters made a motion to approve the minutes with the stated changes, which was seconded by Mr. Jewell.

Ayes: Mrs. Oakley, Mr. Watters, Mr. Baldwin, Mr. Jewell, and Mayor Nerbak

Nays: None

Abstain: None

### **PAYMENT OF BILLS:**

Mr. Baldwin made a motion to approve the bill list with the addendum, which was seconded by Mrs. Oakley.

Mr. Watters asked why the municipal building is having fuel delivered so often and why are the bills so different.

Ms. Hrebenak explained that fuel needs to be delivered so that the building does not run out of oil and that the difference in the pricing is dependent on the driver and when they stop pumping. The system has two tanks and the company tells the drivers to stop pumping when the tank whistles.

Ayes: Mrs. Oakley, Mr. Watters, Mr. Baldwin, Mr. Jewell, and Mayor Nerbak

Nays: None

Abstain: None

### **CFO REPORT:**

Mr. Coppola had nothing to report.

### **CLERKS REPORT:**

Ms. Hrebenak had nothing to report.

### **CONSENT AGENDA:**

**NJ STATE FIREMEN'S ASSOCIATION MEMBERSHIP APPLICATION-Justin Hoffman**

Mrs. Oakley made a motion to approve the Consent Agenda, which was seconded by Mr. Jewell.

Ayes: Mrs. Oakley, Mr. Watters, Mr. Jewell, and Mayor Nerbak

Nays: None

Abstain: Mr. Baldwin

**ENGINEERS REPORT:**

Mr. Mace had nothing to report.

Mr. Baldwin stated that he spoke with Brent Sliker and he would like the pole fixed up by the Recreation Park.

Mr. Mace stated that he would call to find out when it will be done.

**PUBLIC PORTION:**

Mayor Nerbak opened the meeting to the public, seeing there were no comments from the public the public portion was closed.

**RESOLUTION:**

2008-25

A RESOLUTION AUTHORIZING THE TOWNSHIP OF MANSFIELD TO ENTER INTO A COOPERATIVE PRICING AGREEMENT

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Cranford Police Cooperative Pricing System (ID#47-CPCPS), hereinafter referred to as the "Lead Agency" has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on January 23, 2008 the Governing Body of the Township of Mansfield, County of Warren, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This Resolution shall be known and may be cited as the Cooperative Pricing Resolution of the Township of Mansfield.

AUTHORITY

Pursuant to the provisions of N.J.S.A. 40A:11-11(5) the Mayor is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts law (N.J.S.A. 40A:11-1 et seq) and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage.

Mr. Baldwin made a motion to approve Resolution 2008-25, which was seconded by Mrs. Oakley.

Ayes: Mrs. Oakley, Mr. Watters, Mr. Baldwin, Mr. Jewell, and Mayor Nerbak

Nays: None

Abstain: None

**RESOLUTION 2008-26**

**WHEREAS**, The Township of Mansfield Committee of the Township of Mansfield, County of Warren, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and,

**WHEREAS**, the Township of Mansfield Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

**WHEREAS**, the Township of Mansfield Committee has applied for funding to the Governor's Council on alcoholism and Drug Abuse through the County of Warren;

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Mansfield, County of Warren, State of New Jersey hereby recognizes the following:

1. The Township of Mansfield Committee does hereby authorize submission of an application for the Mansfield Township Municipal alliance grant for calendar year 2008 in the amount of \$ 7,194.00.
2. The Township of Mansfield Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

Mr. Baldwin made a motion to approve the passage of Resolution2008-26, which was seconded by Mrs. Oakley.

Ayes: Mrs. Oakley, Mr. Watters, Mr. Baldwin, Mr. Jewell, and Mayor Nerbak

Nays: None

Abstain: None

**CAPITOL ORDINANCE:**

ORDINANCE NUMBER – CA-08-01

AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, WARREN COUNTY, NEW JERSEY,  
APPROPRIATING \$16,000.00 FOR PERSONAL PROTECTIVE EQUIPMENT

WHEREAS, there is a need for Personal Protective Equipment for the Mansfield Township Fire Company; and

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

1. The amount of \$ 16,000 is hereby appropriated from Capital Surplus.
2. There is no debt incurred by this Ordinance.
3. This Ordinance shall take effect immediately.

Ayes: Mrs. Oakley, Mr. Watters, Mr. Baldwin, Mr. Jewell, and Mayor Nerbak

Nays: None

Abstain: None

**ORDINANCE:**

**Second Reading:**

Mayor Nerbak opened the floor for public comment on Ordinance 2008-01; seeing that there was no comment Mayor Nerbak closed the public comment.

**ORDINANCE NO. 2008-01**

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

**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	\$4,050	-	\$4,950
Deputy Mayor	\$270	-	\$330
Mayor	\$540	-	\$660
Insurance Fund Commissioner	\$1,350	-	\$1,650
Municipal Clerk	\$46,260	-	\$56,540
Elections Officer		\$200 per election	
Chief Financial Officer	\$53,678	-	\$65,606
Deputy Treasurer	\$8,100	-	\$9,900
Tax Collector	\$27,479	-	\$39,089
Tax/Finance Clerk	\$16,216	-	\$19,820
Tax Search Officer	\$900	-	\$1,100
Alternate Deputy Tax Collector	\$1,250	-	\$2,750
Deputy Tax Collector	\$11,976	-	\$14,638
Assessment Search Officer	\$900	-	\$1,100

Tax Assessor	\$19,800	-	\$24,200
COAH Calculations		20 per calc.	
Tax Assessor Secretary	\$4,668	-	\$5,705
Certified Lists (Tax Assessor)	\$560	-	\$685
Economic Development Secretary	\$233	-	\$285
Environmental Secretary	\$840	-	\$1,027
Planning Board Clerk	\$7,650	-	\$9,350
Zoning Board Clerk	\$5,850	-	\$7,150
Zoning Officer	\$4,500	-	\$5,500
Court appearance by Zoning Officer		\$75 per appearance	
Police Chief	\$69,978	-	\$85,529
Police Secretary	\$26,839	-	\$32,803
Patrolmen	\$30,000	-	\$75,962
Sergeants	\$75,297	-	\$80,663
Court Security	\$180	-	\$220
Director Emergency Management	\$2,334	per session	\$2,852
OEM Certification Step		\$500	
Assistant Emergency Management Director	\$467	-	\$570
Fire Department Liason		\$2,500	
Prosector	\$17,392	-	\$21,256
DPW Superintendent	\$62,546	-	\$76,445
Recreation Supervisor	\$45,696	-	\$55,851
Machine Operator/Truck Driver	\$30,000	-	\$48,769
DPW Secretary	\$14	-	\$17

Recreation Administrative Asst.	\$14	-	\$17
Part-Time Public Works Laborer		8 to 15 per hour	
Director Recycling	\$1,283	-	\$1,569
Custodian		10 to 15 per hour	
Department of Health Deputy Registrar	\$29,173	-	\$35,655
Animal Control Officers	\$6,675	-	\$8,158
Recreation Secretary	\$673	-	\$823
Clean Communities Coordinator	\$1,890	-	\$2,310
Judge	\$33,817	-	\$41,332
Court Administrator	\$43,479	-	\$53,141
Bonus	\$50	-	\$1,500
Court Deputy Clerk	\$37,341	-	\$45,639
Violations Clerk	\$11	-	\$14
Call-outs		\$50/each	
Public Defender		\$150 per case	
Website Administrator	\$1,350	-	\$1,650
Detective Stipend		\$1,000	
Corporal Stipend		\$1,000	
EMT Stipend		\$1,000	

Mr. Baldwin made a motion to approve the passage of Ordinance 2008-01 and requested that the results be advertised, which was seconded by Mrs. Oakley.

Ayes: Mrs. Oakley, Mr. Watters, Mr. Baldwin, Mr. Jewell, and Mayor Nerbak

Nays: None

Abstain: None

**RESOLUTION NO. 2008-27**

**AN RESOLUTION TO PROVIDE FOR AND DETERMINE THE SALARIES AND COMPENSATION FOR THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF MANSFIELD AND THE METHOD OF PAYMENT OF SUCH SALARIES AND COMPENSATION.**

**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	\$4,646	each
Deputy Mayor	\$300	
Mayor	\$600	
Insurance Fund Commissioner	\$1,500	
Municipal Clerk	\$51,650	
Elections Officer	\$200	per election
Chief Financial Officer	\$59,369	
Deputy Treasurer	\$9,000	
Tax Collector	\$30,381	
Tax/Finance Clerk	\$16.50	per hour
Tax Search Officer	\$1,000	
Alternate Deputy Tax Collector	\$2,500	
Deputy Tax Collector	\$31,268	
Assessment Search Officer	\$1,000	
Tax Assessor	\$22,000	
COAH Calculations		\$20
Tax Assessor Secretary	\$5,163	
Certified Lists (Tax Collector)	\$620	
Economic Development Secretary	\$258	
Environmental Secretary	\$929	

Planning Board Clerk	\$8,639	
Zoning Board Clerk	\$6,606	
Zoning Officer	\$5,000	
Police Chief	\$81,500	
Police Secretary	\$29,684	
Court Security	\$100	per session
Director Emergency Management	\$2,581	
Assistant Emergency Management Director	\$516	
Fire Department Liaison	\$2,500	
Prosecutor	\$19,235	
DPW Superintendent	\$69,178	
Recreation Supervisor	\$50,541	
Appleby - Streets & Roads	\$36,138	
DPW Secretary	\$16.01	per hour
Recreation Administrative Asst.	\$15.49	per hour
Director Recycling	\$1,411	
Custodian	\$11	
Department of Health Deputy Registrar	\$32,266	
Animal Control Officers	\$3,691	each
Recreation Secretary	\$744	
Clean Communities Coordinator	\$2,100	
Judge	\$37,402	
Court Administrator	\$48,089	
Court Deputy Clerk	\$41,300	
Violations Clerk- Rosemarie Hoover	\$13.43	per hour
Violations Clerk - Judy Casella	\$12.39	per hour

Call-outs	\$50
Public Defender	\$150
Website Administrator	\$1,500
Detective Stipend	\$1,000
Corporal Stipend	\$1,000
EMT Stipend	\$1,000

Mrs. Oakley made a motion to approve resolution 2008-27, which was seconded by Mr. Jewell.

Ayes: Mrs. Oakley, Mr. Watters, Mr. Baldwin, Mr. Jewell, and Mayor Nerbak

Nays: None

Abstain: None

**COMMITTEE PERSON COMMENTS:**

Mrs. Oakley stated that Chief Ort would be returning to work next week.

Mayor Nerbak stated that she received a call earlier today from the State indicating that Mansfield Fire Company #1 received a grant for \$22,000 from Homeland Security.

Mr. Jewell stated that he believed that Cliffdale Park has been sold to Heritage Conservancy. Heritage Conservancy received a grant for the money to purchase this property.

Mr. Jewell questioned if the township could foreclose on the property which is next door to this property Block 1404, lot 8 which there have been taxes owed on the property for quite some time. Mr. Jewell also suggested that the property once foreclosed on be donated to the County for Open Space being that the property cannot be used for building due to the location of the Musconetcong on the property.

Mr. Baldwin stated that Hackettstown will be having a program on Friday for the Mayor's Wellness Campaign and he would like to invite any committee members or employees that are interested.

Mr. Baldwin made a motion to appoint Robert Griffith the Municipal 911 Coordinator, which was seconded by Mr. Watters.

Ayes: Mrs. Oakley, Mr. Watters, Mr. Baldwin, Mr. Jewell, and Mayor Nerbak

Nays: None

Abstain: None

Mr. Jewell made a motion to add Block 1401, Lot 8 to the Foreclosure list, which was seconded by Mrs. Oakley.

Ayes: Mrs. Oakley, Mr. Watters, Mr. Baldwin, Mr. Jewell, and Mayor Nerbak

Nays: None

Abstain: None

Mr. Coppola explained to the Township Committee that UPS has expressed interest in placing a drop box outside of the Municipal Building and he wanted to know if the Township Committee would have any objections to this.

The Committee agreed that it would be ok for the drop box to go outside of the Municipal Building.

Mayor Nerbak stated that the next Warren County League meeting was scheduled for January 31<sup>st</sup> and rechecked how many would be attending.

Mayor Nerbak also stated that the Mansfield Twp Child Study Team will be hosting a Community Health and Resources Fair and they are looking for participation from the Township the date of the fair is May 1, 2008 and the times will be split two sessions.

The Township Committee went into a discussion of the towing ordinance. There were concerns about the possibility of an application fee and how that could be charged.

Mr. Jewell questioned the requirement for Air Brake Lines and also the time limit of 30 minutes to get across town when the tow trucks are called out.

Mr. Cohen suggested that the Township Committee send copies to the Chief of Police and the other Towing Companies with the changes that were agreed upon this evening and ask for input on the Ordinance.

Mayor Nerbak reminded the Township Committee that the next budget meeting will be held February 13 prior to the meeting at 7pm.

Mr. Baldwin made a motion to adjourn at 8:30 pm which was carried by all.