

MANSFIELD TOWNSHIP REORGANIZATION MEETING JANUARY 1, 2009

This is the Reorganization Meeting of the Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Star-Gazette and the Express Times and posting in the Municipal Building, stating the time, date and location thereof.

Meeting called to order by Mayor Nerbak, at 12:00 noon with the following Committee present: Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, and Mayor Jewell

Mayor Nerbak stated:

“Good afternoon everyone, thank you all for coming out on this very cold day.

Last year at the reorganizational meeting, I presented three goals that I had hoped to accomplish this past year: Sound fiscal management, development of our Recreation Park and the continued development of the Shared Service Program.

With the help of my fellow committee people and our very capable staff we found ways to keep our taxes down through the Shared Service Program. We are now sharing our wash bay with Hackettstown. We are in the process of applying for a grant to conduct a feasibility study for a regional police department. We have contracts with Hackettstown and Washington for the use of their sweepers. These are only a few initiatives that have saved us thousands of dollars and we continue to look for others that will continue to save us tax dollars.

Our Recreation Park is on its way with the approval of the walking trails. We have gone out to bid and were pleasantly surprised that the bidder we chose came in well under the estimated price.

All in all this has been a good year. My heartfelt thanks go to my fellow committee for allowing me the privilege of serving as your mayor. And I want to thank Mansfield’s very capable staff for always being ready and willing to offer assistance. I am of the opinion that Mansfield Township is a good place to live and to work. My best wishes to everyone for a Healthy and Prosperous New Year. Thank you.”

Dena Hrebenak read the Certification of Election for Ellen Nerbak as Township Committee Member for a term of three (3) years.

Dena Hrebenak read the Certification of Election for Ted Tomaszewski as Township Committee Member for a term of three (3) years.

Dena Hrebenak conducted the swearing in ceremony and Oath of Office for Ellen Nerbak as Township Committee member.

Dena Hrebenak conducted the swearing in ceremony and Oath of Office for Ted Tomaszewski as Township Committee member.

ELECTION OF MAYOR:

BE IT RESOLVED, that Robert Jewell be appointed Mayor of the Township of Mansfield for the year 2009.

Mr. Watters moved the foregoing resolution for adoption, Mr. Tomaszewski seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski
Abstained – Mayor Jewell
Nay – None

Dena Hrebenak conducted the swearing in ceremony and Oath of Office for Robert Jewell as Mayor of the Township of Mansfield for the year 2009.

DEPUTY MAYOR:

BE IT RESOLVED, that Joseph Watters be appointed Deputy Mayor of the Township of Mansfield for the year 2009.

Mr. Tomaszewski moved the forgoing resolution for adoption, Mr. Jewell seconded the motion.

Ayes – Ms. Nerbak, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell
Abstained – Mr. Watters
Nay – None

Dena Hrebenak conducted the swearing in ceremony and Oath of Office of Joseph Watters as Deputy Mayor of the Township of Mansfield for the year 2009.
Salute to the flag was done by all.

Mayor Jewell made a motion hire Joel Kobert, of Courter, Kobert, and Cohen as Township Attorney for the year 2009.

Mayor Jewell moved the foregoing, which was seconded by Mr. Baldwin.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell
Abstained – None
Nay – None

Ms. Nerbak made a motion to hire Doug Mace, of Barry Isett and Associates as Township Engineer for a 60 day period, which was seconded by Mr. Baldwin.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell
Abstained – None
Nay – None

Mr. Watters made a motion to advertise for resumes for engineering services, which was seconded by Mr. Tomszewski.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Tomaszewski, Mayor Jewell

Abstained – None
Nay – Mr. Baldwin

RESOLUTION 2009-01

APPOINTMENTS TO CERTAIN MUNICIPAL OFFICES AND
POSITIONS FOR THE YEAR 2009:

BE IT RESOLVED, that the following persons be and each is hereby appointed for a period of one (1) year commencing January 1, 2009 to the following respective municipal offices and/or positions of the Township of Mansfield:

Court Administrator	Jerilynn Harris
Deputy Court Administrator/ Court Assistant	Vera Hart
Violation Clerks	Rosemarie Hoover Judith Casella
Alternate Court Administrator	Virginia Cortese Lisa Rudd
Deputy Tax Collector	Andrew Coppola Joann Fascenelli
Deputy Treasurer	Rebecca Harm
Deputy Clerk/Deputy Registrar	April McGarity
Recreation Assistant Supervisor	Steven Hedges
DPW Assistant Supervisor	Terry Sams
Machinery Operators	Everett Cox Keith Beam Edward Watters John Tate Ronald Richardson Harry Appleby, Jr.
Public Works Assistant	Jennifer Hikade
Animal Control Officer	Tim Norton
Tax Assessor Assistant	Jennifer Hikade

Planning Board Secretary	Patti Zotti
Website Administrator	Dena Hrebenak
Certified List Officer	Bernard Murdock
Police Secretary	Joan Cichy

Mr. Baldwin moved the foregoing resolution for adoption, Ms. Nerbak seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell
Abstained – None
Nay – None

OFFICE ON AGING:

Mayor Jewell appointed Margaret Dickerson as Mansfield Township Office on Aging Representative for the year 2009.

Ms. Nerbak moved to concur in said appointment, seconded by Mr. Watters.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell
Abstained – None
Nay – None

Mayor Jewell appointed Margaret Dickerson, Senior Citizens Coordinator for the year 2009.

EMERGENCY MANAGEMENT DIRECTOR:

BE IT RESOLVED, that Scott Hammel be appointed Deputy Emergency Management Director for a term to begin 1/1/2009 through 12/31/2009.

Moved by Mr. Baldwin, and seconded by Mr. Watters.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell
Abstained – None
Nay – None

RECYCLING COORDINATOR AND CLEAN COMMUNITIES COORDINATOR:

BE IT RESOLVED, that Joann Fascenelli be appointed Recycling Coordinator and Clean Communities Coordinator for the Township of Mansfield for the year 2009.

Ms. Nerbak moved the foregoing appointment, Mr. Baldwin seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell
 Abstained – None
 Nay – None

RESOLUTION 2009-02

TOWNSHIP COMMITTEE
 SUBORDINATE COMMITTEES
 AND APPOINTMENTS

BE IT RESOLVED, that the following subordinate committees be established and chaired as follows for the year 2009:

	<u>CHAIR PERSON</u>	<u>VICE CHAIR PERSON</u>
Municipal Alliance	Ellen Nerbak	
Public Buildings Public Works	George Baldwin	Ted Tomaszewski
Shared Services	George Baldwin	Robert Jewell
Police & Safety	Ted Tomaszewski	George Baldwin
Fire & Emergency Management	Joseph Watters	Robert Jewell
Recreation	Ellen Nerbak	George Baldwin
Environmental Comm.	Ted Tomaszewski	Joseph Watters
Finance	Joseph Watters	Robert Jewell
Judiciary	George Baldwin	Ted Tomaszewski
Personnel	Joseph Watters	Ellen Nerbak
School Liaison	Ted Tomaszewski	Joseph Watters
Economic & Industrial Dev. Advisory Council	Ellen Nerbak	George Baldwin
Open Space	Ellen Nerbak	Robert Jewell

Mr. Watters moved the foregoing resolution for adoption, Ms. Nerbak seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell

Abstained – None

Nay – None

Mayor Jewell appointed Paul Tarlowe and Ted Tomaszewski to be the representatives for the Township on the Muscontecong River Wild and Scenic Committee.

Ms. Nerbak moved to concur with said appointment, which was seconded by Mr. Watters.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell

Abstained – None

Nay – None

Ms. Nerbak made a motion to appoint Mr. Baldwin as the Shared Service Liaison for the year 2009, which was seconded Mr. Baldwin.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell

Abstained – None

Nay – None

ENVIRONMENTAL COMMISSION APPOINTMENTS:

Mayor Jewell appointed Ruth Pante as a member of the Environmental Commission for a three year term, which expires 12/31/11.

Mayor Jewell appointed William Mannon as a member of the Environmental Commission for a three year term, which expires 12/31/11.

Mayor Jewell appointed Jim Moriarty as member for the Environmental Commission for a three year term, which expires 12/31/11.

Mr. Baldwin moved to concur in said appointments, Mr. Watters seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell

Abstained – None

Nay – None

PLANNING BOARD APPOINTMENTS:

Mayor Jewell appointed himself as the Class I Member to the Mansfield Township Planning Board term to expire 12/31/09.

Mayor Jewell appointed William Mannon as the Class II Member to the Mansfield Township Planning Board term to expire 12/31/09.

Mayor Jewell appointed Joseph Watters as a Class III member to the Mansfield Township Planning Board term to expire 12/31/09.

Mayor Jewell appointed John Barton as a Class IV member to the Mansfield Township Planning Board term to expire 12/31/12.

Mayor Jewell appointed Cindy McGuiness, as a 3rd Alternate to the Mansfield Township Planning Board term to expire 12/31/09.

Mayor Jewell appointed Robert Smith, as a 4th Alternate to the Mansfield Township Planning Board term to expire 12/31/09.

OPEN SPACE, FARMLAND PRESERVATION, CONSERVATION, HISTORICAL AND RECREATION ADVISORY COMMITTEE:

Mayor Jewell appointed Jim Watters to serve as an Agricultural Business Owner member for a 2 year term which will expire 12/31/2010.

Mayor Jewell appointed Dick Appleby to serve as a Citizen member for a 1 year term which will expire 12/31/2009.

Mayor Jewell appointed Lee Burrows to serve as a Citizen member for a 1 year term which will expire 12/31/2009.

Ms. Nerbak moved to concur with said appointment, Mr. Baldwin seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell

Abstained – None

Nay – None

WARREN COUNTY SOLID WASTE ADVISORY COUNCIL:

Mayor Jewell appointed Ellen Nerbak to the Warren County Solid Waste Advisory Council for a one year term, which expires 12/31/09.

Mr. Watters moved to concur with said appointment, Mr. Baldwin seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell

Abstained – None

Nay – None

MUNICIPAL ALLIANCE:

Mayor Jewell named the following members of the Municipal Alliance for the Township of Mansfield:

Susanna Olson, Irene Sisco, Nadie Hill, Glen Hydock, Ellen Nerbak, Suyling Heurich, Marguerite Simpkins, Bee Garrison, Lauri Favreau

Ms. Nerbak made a motion to concur with said appointments, Mr. Baldwin seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell

Abstained – None

Nay – None

RECREATION COMMISSION:

Mayor Jewell appointed Stefany Dittmar as Cheering Commissioner for a five year term which will expire 12/31/2012.

Ms. Nerbak made a motion to concur with said appointments, Mr. Baldwin seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell

Abstained – None

Nay – None

RESOLUTION 2009-03

CASH MANAGEMENT PLAN

**CASH MANAGEMENT PLAN OF THE TOWNSHIP OF MANSFIELD
IN THE COUNTY OF WARREN, NEW JERSEY**

I. STATEMENT OF PURPOSE.

This Cash Management Plan (the “Plan”) is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits (“Deposits”) and investment (“Permitted Investments”) of certain public funds of the Township, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest or dividend bearing accounts or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

II. CASH MANAGEMENT POLICY

A. Objectives: The priority of investing policies shall be, in order of descending importance, security, liquidity, and yield.

(1) Security: The safety of principal is the foremost objective of the cash management plan. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective is to mitigate credit risk and interest rate risk.

(2) Credit Risk: Credit risk is the risk of loss due to failure of the security issuer or backer. Credit risk may be mitigated by:

- (a) Limiting investments to the safest types of securities.
- (b) Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisors with which an entity will do business.
- (c) Diversifying the investment portfolio so that potential losses on individual securities will be *minimized*.

3) Interest Rate Risk: Interest rate risk is the risk that the market value of the securities in the portfolio will fall due to changes in general interest rates. Interest rate risk may be mitigated by:

- (a) Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity, and
- (b) By investing operating funds primarily in shorter-term securities.

(4) Liquidity: The investment portfolio must remain sufficiently liquid to meet all structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity).

(5) Yield: The investment portfolio must be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of least importance compared to the safety and liquidity objective described above.

B) Standards of Care

(1) Prudence

The standard of prudence to be used by investment officials shall be the “prudent person” standard and shall be applied in the context of managing an overall portfolio in accordance with the State Law and this policy. The Chief Financial Officer, acting in accordance with written procedures and this cash management plan and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of the cash management

plan and policy.

Investments shall be made with the judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

(2) Ethics and Conflicts of Interest

The designated officials involved in the investment process shall not have personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Actions of individuals involved in administering the cash management plan shall be governed by the Local Government Ethics Law. They shall disclose any personal financial investment positions that could be related to the performance of the investment portfolio. The designated officials shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the Township.

(3) Delegation of Authority

Authority to manage the cash management plan is granted to the Chief Financial Officer pursuant to N.J.S.A. 40A:5-14. Responsibility for the operation of the cash management plan is hereby delegated to the Chief Financial Officer. No person may engage in an investment transaction except as provided under the terms of the policy and the written procedures established by the Chief Financial Officer. The Chief Financial Officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

III. AUTHORIZED INVESTMENTS.

A. Authorized Depositories:

The following institutions are hereby authorized to serve as the primary banks for deposits:

PNC Bank
Skylands Bank

The following institutions are hereby authorized to serve as the primary banks for escrow deposits:

Skylands Bank
Commerce Bank

PNC Bank

B. Investment of Idle Funds

Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest excess public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

- (1) Certificates of Deposit in any other institution presenting a GUDPA certificate may be used and approved as a depository by the governing body;
- (2) Government money market mutual funds in any other institution presenting a GUDPA certificate may be used and approved as a depository by the governing body;
- (3) The New Jersey State Cash Management Fund.

IV. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN.

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Township, then such instrument or security shall be covered by all custodial agreements with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Township to assure that there is not unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a “delivery versus payment” method to insure that such Permitted Investments are either received by the Township or by a third party custodian prior to or upon the release of the Township’s funds.

To assure that all parties with whom the Township deals with by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of the Plan in writing, a copy of which shall be on file with the Designated Officials.

V. REPORTING REQUIREMENTS:

On the first day of each month during which this Plan is in effect, the Designated Officials referred to above shall supply to the governing body of the Township a written report of any Deposits of Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the Township as a Deposit of a Permitted Investment.

- B. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.

- H. All other information which may be deemed reasonable from time to time by the governing body of the Township.

VI. TERM OF PLAN.

This Plan shall be in effect from January 1, 2009 to December 31, 2009. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Township committee, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

Ms. Nerbak moved the foregoing resolution for adoption, Mr. Watters seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell

Abstained – None

Nay – None

RESOLUTION 2009-04

OFFICIALS AUTHORIZED TO SIGN CHECKS AND WARRANTS

BE IT RESOLVED, that each check and warrant of the Township be signed by two of the following and that they hereby are authorized to sign same.

1. Mayor, Robert Jewell
2. Township Clerk, Dena Hrebenak
3. Chief Financial Officer, Andrew Coppola.

Mr. Baldwin moved the foregoing resolution for adoption, Ms. Nerbak seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell

Abstained – None

Nay – None

RESOLUTION 2009-05

TAX SEARCH OFFICER

BE IT RESOLVED, that Rebecca Harm be the official Tax Search Officer for the Township of Mansfield for 2009.

Mr. Baldwin moved resolution 2009-05 for adoption, Mr. Watters seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell
Abstained – None
Nay – None

RESOLUTION 2009-06

ASSESSMENT SEARCH OFFICER:

BE IT RESOLVED, that Dena Hrebenak be the official Assessment Search Officer for the Township of Mansfield for the year 2009.

Ms. Nerbak moved resolution 2009-06 for adoption, Mr. Baldwin seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell
Abstained – None
Nay – None

ZONING OFFICER AND DEPUTY ZONING OFFICER:

Mayor Jewell appointed Doug Mace of Mace Consulting Engineers, Zoning Officer and Deputy Zoning Officer of the Township of Mansfield for a term of 60 days.

Mr. Watters moved to concur in said appointments, Mr. Tomaszewski seconded the motion.

Ayes – Mr. Watters, Mr. Tomaszewski, Mayor Jewell
Abstained – None
Nay – Ms. Nerbak, Mr. Baldwin

Mayor Jewell made a motion to advertise for a zoning officer, which was seconded by Mr. Tomaszewski.

Ayes – Mr. Watters, Mr. Tomaszewski, Mayor Jewell
Abstained – None
Nay – Ms. Nerbak, Mr. Baldwin

BOND COUNCIL:

Mayor Jewell appointed Kevin Quinn from the firm of McCarter and English, LLP.

Mr. Baldwin moved the foregoing, Mr. Watters seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell
Abstained – None
Nay – None

2009-07
RESOLUTION APPOINTING
J. EDWARD PALMER
AS MUNICIPAL COURT JUDGE

BE IT RESOLVED by the Mayor and Committee of the Township of Mansfield that:
WHEREAS, the position of Municipal Court Judge is required pursuant to N.J.S.A. 2B:12-4
for a three year term, and
WHEREAS, J. Edward palmer presently sits as Municipal Court Judge for Mansfield
Township, and
WHEREAS, Judge Palmer's term expires December 31, 2008, and
WHEREAS, the Township of Mansfield wishes to reappoint Judge Palmer for a three year
term ending December 31, 2011.
Now, Therefore, Be It Resolved by the Mayor and Committee of the Township of Mansfield
on this 1st day of January, 2009, as follows:
That J. Edward Palmer be reappointed as Municipal Court Judge for a term of three years
ending December 31, 2011.

Ms. Nerbak moved the foregoing resolution for adoption, Mr. Baldwin seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell
Abstained – None
Nay – None

RESOLUTION 2009-08

RESOLUTION
J. BRETT MORROW AS MUNICIPAL PROSECUTOR, STEVEN DUNBAR AS PUBLIC
DEFENDER FOR THE TOWNSHIP OF MANSFIELD

WHEREAS, the position of Municipal Prosecutor, and Public Defender are filled by persons
providing services; and

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

That, J. Brett Morrow be appointed Prosecutor, Steven Dunbar be appointed Public
Defender for the year 2009.

Mr. Baldwin moved the foregoing resolution for adoption, Ms. Nerbak seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell
Abstained – None
Nay – None

RESOLUTION 2009-09

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY, FIXING THE RATE OF INTEREST TO BE CHARGED ON DELINQUENT TAXES OF ASSESSMENTS

WHEREAS, N.J.S.A.54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for non-payment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law; and

WHEREAS, N.J.S.A.54:4-67 has been amended to permit the fixing of said rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 and allows an additional penalty of 6% be collected against a delinquency in excess of \$10,000.00 on properties that fail to pay the delinquency prior to the end of the calendar year.

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

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes becoming delinquent after due date and 18% per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after due date and if a delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31st, an additional penalty of 6% shall be charged against the delinquency
2. Effective January 1, 2009 there will be a ten (10) day grace period of quarterly tax payments made by cash, check or money order.
3. Any payments not made in accordance with paragraph two of this resolution shall be charged interest from the due date as set forth in paragraph one of this resolution.
4. This resolution shall be published in its entirety once in an official newspaper of the Township of Mansfield.
5. A certified copy of this resolution shall be provided by the Township Clerk to the Tax Collector, Township Attorney and Township Auditor for the Township of Mansfield.

Ms. Nerbak moved the foregoing resolution for adoption, Mr. Baldwin seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell
Abstained – None
Nay – None

RESOLUTION 2009-10

RESOLUTION AUTHORIZING THE
TAX COLLECTOR TO CONDUCT
A TAX LIEN SALE

WHEREAS, there remains on the records and books of the Township of Mansfield delinquent taxes, water and other municipal charges owing as of December 31, 2007; and

WHEREAS, the statutes of the State of New Jersey expressly N.J.S.A.54:5 et seq, provide for the enforcement and collection of such delinquencies through a tax lien sale; and

WHEREAS, the Tax Collector is empowered by statute to conduct and preside over the sale of the liens.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield that the Tax Collector is hereby authorized to conduct the annual tax sale of prior year delinquencies on or before December 31, 2009.

Mr. Watters moved the foregoing resolution for adoption, Mr. Baldwin seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell

Abstained – None

Nay – None

RESOLUTION 2009-11

RESOLUTION SMALL BALANCE REFUND

WHEREAS, the State of New Jersey allows a Municipal Employee to process the cancellation of any property tax refund or delinquencies of less than \$5.00; and

WHEREAS, the Municipal employee allowed to process the cancellation shall be the tax collector.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Mansfield hereby authorizes the tax collector of the Township of Mansfield to process the cancellation of any property tax refund or delinquency of less than \$5.00.

Ms. Nerbak moved the foregoing resolution for adoption, Mayor Jewell seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell

Abstained – None

Nay – None

RESOLUTION 2009-12

OFFICIAL NEWSPAPER

BE IT RESOLVED, that the Star-Gazette, The Star-Ledger, Express Times, Daily Record and be designated as official newspapers for the Township of Mansfield for 2009.

Ms. Nerbak moved the foregoing resolution for adoption, Mr. Baldwin seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell
Abstained – None
Nay – None

RESOLUTION 2009-13

PLANNING BOARD
CERTIFICATION OF SUBDIVISION OF LANDS

BE IT RESOLVED, that office of the Municipal Clerk, pursuant to the provisions of N.J.S.A. 40:55D-56, be appointed the official to issue certifications as to the approval of subdivisions of land or lands in the Township of Mansfield for 2009.

Mr. Baldwin moved the foregoing resolution for adoption, Ms. Nerbak seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell
Abstained – None
Nay – None

RESOLUTION 2009-14

SUNSHINE LAW– MEETING DATES

BE IT RESOLVED, that the regular monthly meetings of the Township Committee be held on the 2nd and 4th Wednesday of each month at 7:30 p.m.

MANSFIELD TOWNSHIP COMMITTEE
SCHEDULE OF 2009 MEETINGS

LOCATION: MUNICIPAL BUILDING, 100 PORT MURRAY ROAD
PORT MURRAY, NEW JERSEY

DATE	TYPE OF MEETING	LOCATION	TIME
January 14	Regular Meeting	Meeting Room	7:30 p.m.
January 28	“ “	“ “	“
February 11	“ “	“ “	“
February 25	“ “	“ “	“

March 11	“	“	“	“	“
March 25	“	“	“	“	“
April 8	“	“	“	“	“
April 22	“	“	“	“	“
May 13	“	“	“	“	“
May 27	“	“	“	“	“
June 10	“	“	“	“	“
June 24	“	“	“	“	“
July 8	“	“	“	“	“
July 22	“	“	“	“	“
August 12	“	“	“	“	“
August 26	“	“	“	“	“
September 9	“	“	“	“	“
September 23	“	“	“	“	“
October 14	“	“	“	“	“
October 28	“	“	“	“	“
November 9	“	“	“	“	“
November 24	“	“	“	“	“
December 9	“	“	“	“	“
December 23	“	“	“	“	“

Note: Caucus Work Session held at 7:15 p.m. in the executive office and immediately following the completion of the regular meeting.

Ms. Nerbak moved the adoption of resolution 2009-14, Mr. Tomaszewski seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell

Abstained – None

Nay – None

RESOLUTION 2009-15

RESOLUTION AUTHORIZING THE TAX ASSESSOR AND LEGAL COUNSEL TO FILE AND PROSECUTE ROLL BACK TAX COMPLAINTS, COMPLAINTS TO CORRECT ERRORS IN ASSESSMENTS AND COMPLAINTS FOR ADDED/OMITTED ASSESSMENTS AS THE CASE MAY BE FOR 2009

WHEREAS, the County Tax Board has issued a ruling requiring a Resolution by the Mayor and Township committee or Council of each municipality of the county of Warren by its Administrator, Melissa Pritchett; and

WHEREAS, the Administrator requires that the Mayor and Members of the Governing Body of each municipality in the County of Warren, in order to file Municipal roll back complaints, correct errors or file added, omitted and added/omitted complaints, adopt a resolution allowing the

Assessor in the Municipality and the Municipal Attorney or any member of the firm, to file and prosecute said complaints.

NOW, THEREFORE, BE IT RESOLVED, on this 1st day of January 2009 by the Township Committee of the Township of Mansfield, in the county of Warren and State of New Jersey, that Bernard Murdock, as Tax Assessor for the Township of Mansfield, the Municipal Attorney, Joel Kobert, as Attorney for the township, are hereby authorized to file, prosecute, defend, stipulate, modify, agree upon and otherwise perform the duties which are required of said Assessor and Attorney, in the process of prosecution and/or filing of said Roll Back Tax Complaints, complaints to correct errors in assessments, for added assessments, omitted assessments and added/omitted assessments in 2007 and defending or settling all 2009 local property tax appeals.

BE IT FURTHER RESOLVED, that the Municipal Clerk be and the same is hereby directed to provide a true copy of this Resolution to the Warren County Board of Taxation, 202 Mansfield Street, Belvidere, New Jersey 07823.

Ms. Nerbak moved the foregoing resolution for adoption, Mr. Baldwin seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell

Abstained – None

Nay – None

RESOLUTION 2009-16

APPOINTMENT OF A FUND COMMISSIONER TO THE PUBLIC ALLIANCE INSURANCE COVERAGE FUND

BE IT RESOLVED, by the Township of Mansfield, County of Warren, State of New Jersey, that it hereby appoints Dena Hrebenak as the Fund Commissioner to the Public Alliance Insurance Coverage Fund; and

BE IT FURTHER RESOLVED that copies of this Resolution be forwarded to the following:

1. Public Alliance Insurance Coverage Fund

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Committee of the Township of Mansfield on the 1st day of January 2009.

Ms. Nerbak moved Resolution 2008-16, Mr. Baldwin seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell

Abstained – None

Nay – None

RESOLUTION 2009-17

WHEREAS, N.J.S. 40 A: 4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2009 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of January, 2009; and

WHEREAS, the total appropriations in the 2008 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is the sum of \$4,950,790.60 and

WHEREAS, 26.25% of the total appropriations in the 2008 budget, exclusive of any appropriations made for interest and debt charges, capital improvement fund and public assistance in said 2008 budget is the sum of \$1,299,582.54

NOW, THEREFORE, BE IT RESOLVED that the following appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his records:

TEMPORARY APPROPRIATIONS - 2009

Salaries and Wages	650,000.00
Other Expenses	550,000.00

Ms. Nerbak moved the foregoing resolution for adoption, Mr. Baldwin seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell

Abstained – None

Nay – None

RESOLUTION 2009-18

WHEREAS, The Township of Mansfield, County of Warren, State of New Jersey, desires to constitute the 2009 Temporary Capital Budget of said municipality by inserting therein Road Equipment Purchase projects.

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

1. The 2009 Temporary Capital Budget of the Township of Mansfield, County of Warren, State of New Jersey is hereby constituted by the adoption of a schedule to read as follows:

Project	Est. Costs	Budget Appropriation	Capital Imp. Fund	Capital Surplus	General Bonds
Road Equipment	21,335.93	21,335.93			
Emergency Vehicle	108,100.00	108,100.00			

Ms. Nerbak moved the foregoing resolution for adoption, Mr. Baldwin seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell
 Abstained – None
 Nay – None

RESOLUTION 2009-19

WHEREAS, N.J.S. 40 A: 4-19 provides authority for appropriating in a temporary resolution the permanent debt service for the coming fiscal year providing that such resolution is not made earlier than Dec. 20 of the year preceeding the beginning of the fiscal year; and

WHEREAS, the date of this resolution is subsequent to Dec. 1, 2008; and

WHEREAS, principal and interest will be due on various dates from Jan. 1, 2009 to Dec. 31, 2009, inclusive, on sundry bonds issued and outstanding:

NOW, THEREFORE, BE IT RESOLVED that the following appropriations be made to cover the period from Jan. 1, 2009 to Dec. 31, 2009, inclusive:

DEBT SERVICE - TOWNSHIP OF MANSFIELD

Bond Principle	161,075.00
Bond Interest	96,453.79
Loan Principle	22,500.00
Loan Interest	1,687.50
	<u>281,716.29</u>

Ms. Nerbak moved the foregoing resolution for adoption, Mr. Baldwin seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell
 Abstained – None
 Nay – None

RESOLUTION NO. 2009-20

MANSFIELD TOWNSHIP POLICE DEPARTMENT

2009 SALARIES

WHEREAS, there is an agreement in place between the Township of Mansfield, Warren County, New Jersey and the Fraternal Order of Police Lodge #157 on behalf of the Township of Mansfield Police which sets for the per annum salaries of Patrolmen and Sergeants;

NOW THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Mansfield, Warren County, New Jersey, that the per annum salaries for the following Patrolmen and Sergeants for the periods below shall be as follows:

			From	To		From	To
Sgt. Mannon	\$80,663.00	\$38.78	1-Jan	31-Dec			
Sgt. Emery	\$80,663.00	\$38.78	1-Jan	31-Dec			
Sgt. Newman	\$80,663.00	\$38.78	1-Jan	31-May			
Cpl.. Bates	\$75,962.00	\$36.52	1-Jan	31-Dec			
Sgt. Clancy	\$80,663.00	\$38.78	1-Jan	31-Dec			
Ptl. Hikade	\$75,962.00	\$36.52	1-Jan	31-Dec			
Cpl. Hydock	\$75,962.00	\$36.52	1-Jan	31-Dec			
Ptl. Kirchner	\$75,962.00	\$36.52	1-Jan	31-Dec			
Ptl. Reilly	\$75,962.00	\$36.52	1-Jan	31-Dec			
Ptl. Browns	\$75,962.00	\$36.52	1-Jan	31-Dec			
Ptl. Sillett	\$70,646.00	\$33.96	1-Jan	5-Aug	\$75,962.00	6-Aug	31-Dec
Ptl. Conklin	\$70,646.00	\$33.96	1-Jan	31-Dec			
Ptl. Gilbert	\$68,486.00	\$32.93	1-Jan	31-Jul	\$70,646.00	1-Aug	31-Dec
Det. MacDonough	\$68,486.00	\$32.93	1-Jan	31-Oct	\$70,646.00	1-Nov	31-Dec

BE IT FURTHER RESOLVED, that salaries are to be paid in accordance with Salary Ordinance – Ordinance No. 2007-06, which was adopted by the Mansfield Township Committee on June 27, 2007.

Mr. Baldwin moved the foregoing resolution for adoption, Ms. Nerbak seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell

Abstained – None

Nay – None

RESOLUTION NO. 2009-21

RESOLUTION APPOINTING TAX COLLECTOR

WHEREAS, the Township of Mansfield appointed Rebecca Harm, Tax Collector for the Township of Mansfield,

WHEREAS, Rebecca Harm was appointed May 23, 2008 through January 1, 2009 to fill the tenured position of Carrie Rochelle whom resigned from the Township of Mansfield effective May 23, 2008;

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

1. Rebecca Harm, is hereby appointed Tax Collector of the Township of Mansfield for a four year term beginning January 1, 2009 and expiring December 31, 2012 in accordance with NJSA 40A:9-141.
2. A certified copy of this Resolution shall be filed with the Department of Community Affairs of the State of New Jersey within 7 days of the date thereof.

Ms. Nerbak moved the foregoing resolution for adoption, Mr. Baldwin seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell

Abstained – None

Nay – None

Ms. Nerbak made a motion to adjourn the regular meeting at 12:31pm, and go into the Reorganization Meeting of the Township of Mansfield Board of Health, seconded by Mr. Jewell.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell

Abstained – None

Nay – None

MANSFIELD TOWNSHIP BOARD OF HEALTH
REORGANIZATION MEETING
JANUARY 1, 2009

This is the Reorganization Meeting of the Mansfield Township Board of Health.

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

The Mansfield Township Board of Health shall not hold regularly scheduled meetings and shall call them only as the need requires and shall meet at the Municipal Building, 100 Port Murray Road, Port Murray, New Jersey

Mayor Jewell called the meeting to order at 12:32 p.m.

ROLL CALL: Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell

Mayor Jewell appointed himself, Chairperson of the Board of Health and Dena Hrebenak, Secretary of the Board of Health for the year 2009.

Ms. Nerbak moved to concur with the appointments, Mr. Baldwin seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell
Abstained – None
Nay – None

HEALTH OFFICER:

Mayor Jewell appointed Michael Deehan, M.D. as Health Officer of the Township of Mansfield for the year 2009. This is a non-salary position.

Mr. Baldwin moved to concur with this appointment, Mr. Watters seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell
Abstained – None
Nay – None

RESOLUTION BOH2009-01
BOARD OF HEALTH
OPEN PUBLIC MEETINGS ACT
Chapter 231, P.L. 1975

WHEREAS, the legislature has adopted the Open Public Meetings Act, Chapter 231, P.L. 1975, which became effective on January 9, 1976; and

WHEREAS, the Board of Health of the Township of Mansfield being desirous of continuing to keep the public informed of its activities and to comply with the requirements of the aforesaid Act.

NOW, THEREFORE, BE IT RESOLVED:

1. In accordance with Section 13 of the Act, the Board of Health of the Township of Mansfield hereby announces that it shall not hold regularly scheduled meetings and shall call them only as need requires and shall meet at the Municipal Building, 100 Port Murray Road, Port Murray, New Jersey.
2. In accordance with Section 13 of the Act, the newspapers to which all notices required by the aforesaid Act are to be sent shall be any of the official newspapers of the municipality; Star-Gazette, Express Times, Daily Record, and Star Ledger.
3. The public place at which all notices shall be posted shall be the bulletin board situated in the Municipal Building.

Ms. Nerbak moved the foregoing resolution, Mr. Jewell seconded the motion.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell
Abstained – None
Nay – None

MUNICIPAL REGISTRAR: Dena Hrebenak, appointed 1/1/07 for a three year term, which will expire 12/31/09.

Mr. Jewell moved to adjourn the Board of Health meeting at 12:34 pm, which was seconded by Mr. Baldwin.

Ayes – Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell

Abstained – None

Nay – None

Public Portion:

Mayor Harry Pool congratulated Mr. Tomaszewski for being elected to the township committee and also congratulated Ms. Nerbak for her being elected. Mayor Pool also thanked the Township Committee and the employees for all of their hard work.

Mayor Jewell reconvened the Township Committee Reorganization Meeting at 12:34 p.m. with the following Committee Present: Ms. Nerbak, Mr. Watters, Mr. Baldwin, Mr. Tomaszewski, Mayor Jewell.

There being no further business, it was moved by Mr. Baldwin, seconded by Ms. Nerbak to adjourn the Reorganization Meeting at 12:36 p.m.

Respectfully Submitted,

Dena Hrebenak
Municipal Clerk