

TOWNSHIP OF MANSFIELD COMMITTEE MEETING

December 22, 2010

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

Salute to the flag was done by all.

PRESENTATION:

Mayor Tomaszewski read the following Resolution:

Resolution
2010-121

WHEREAS, Michael Clancy began employment with the Township of Mansfield on September 14, 1987 as a patrolman; and

WHEREAS, Patrolman Michael Clancy received a Medal of Honor for duties performed with an armed man that was threatening his life, and also performed the investigation of a Homicide that occurred on Mount Bethel Road;

WHEREAS, Patrolman Michael Clancy was promoted to Corporal in 2004; and

WHEREAS, Corporal Michael Clancy was promoted to Sergeant in 2007; and

WHEREAS, Sergeant Clancy performed his duties as police officer for the township for 23 years; and

WHEREAS, Sergeant Clancy retired from the Township on April 30, 2010; and

NOW THEREFORE BE IT RESOLVED, the Township Committee wishes to honor Sergeant Clancy for his 23 years of dedicated service to the residents of this township.

Mr. Watters made a motion to approve the passage of Resolution 2010-121, which was seconded by Ms. Nerbak.

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

Nays: None

Absent: Mr. Baldwin

Abstain: None

Mayor Tomaszewski read the following Resolution:

Resolution
2010-122

WHEREAS, James Newman began employment with the Township of Mansfield on April 1, 1991 as patrolman; and

WHEREAS, Patrolman Newman was promoted to Corporal in 2004; and

WHEREAS, Corporal Newman was promoted to Sergeant in 2006; and

WHEREAS, Sergeant Newman while employed with the township received an Exceptional Service Medal for creating and managing a Security Plan for the Mansfield Elementary School; and

WHEREAS, Sergeant Newman performed his duties as police officer for the township for 19 years; and

WHEREAS, Sergeant Newman retired from the Township on May 31, 2010; and

NOW THEREFORE BE IT RESOLVED, the Township Committee wishes to honor Sergeant Newman for his 19 years of dedicated service to the residents of this township.

Ms. Nerbak made a motion to adopt Resolution 2010-122, which was seconded by Mr. Jewell.

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

Nays: None

Absent: Mr. Baldwin

Abstain: None

Mayor Tomaszewski read the following Resolution:

Resolution
2010-123

WHEREAS, Patricia Mannon began employment with the Township of Mansfield on August 1, 1985 as patrolman; and

WHEREAS, Patrolman Mannon while employed with the township received a Medal of Honor for duties that were performed during a shootout that occurred in the Town of Hackettstown and a Meritorious Service Medal for a Narcotics Arrest in Mansfield Village; and

WHEREAS, Patrolman Mannon was promoted to Sergeant in 1991; and

WHEREAS, Sergeant Mannon performed her duties as police officer for the township for 25 years; and

WHEREAS, Sergeant Mannon retired from the Township on August 1, 2010; and

NOW THEREFORE BE IT RESOLVED, the Township Committee wishes to honor Sergeant Mannon for her 25 years of dedicated service to the residents of this township.

Ms. Nerbak made a motion to approve the passage of Resolution 2010-123, which was seconded by Mayor Tomaszewski.

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

Nays: None

Absent: Mr. Baldwin

Abstain: None

APPROVAL OF THE MINUTES:

Ms. Nerbak made a motion to approve the minutes from the meeting held on December 8, 2010 with corrections, which was seconded by Mr. Jewell.

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

Nays: None

Absent: Mr. Baldwin

Abstain: None

PAYMENT OF BILLS:

Ms. Nerbak felt that on the page four of the bill list where it says auto lease for \$85.00 it is misleading and should be corrected.

Mayor Tomaszewski stated that this is for the registration for the new police car.

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

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

Nays: None

Absent:Mr. Baldwin

Abstain: None

CFO REPORT:

Mrs. Harm stated that Skylands Bank will no longer be paying for the payroll system as of February 1, 2011, there are many options that we can look at for payroll.

Mr. Watters asked if this is something that can be done in house.

Mrs. Harm stated that she would look into this, but there was also a meeting that she had with another payroll company which would be another option, and also as the letter says Skylands would give us the option of taking the fee out of our interest earned.

Mr. Watters stated that he is unsure of the cost of the payroll.

Mrs. Harm stated that she just received this letter today and she is not sure and that she believes the fee for payroll is around \$300 a payroll.

Mrs. Harm also stated that we could look into all of the different avenues.

Ms. Nerbak stated that payroll is something that will be taking a lot of time and there are a lot of different parts of payroll that would take a lot of time.

Mrs. Harm also stated that she will be beginning her next class on January 4th for accounting.

CLERKS REPORT:

Ms. Hrebenak stated that she had given everyone copies of two different estimates for the gas pumps replacement of the part that is outdated and can not be repaired.

Ms. Hrebenak also stated that all of the committee members were given an agreement from the county for a server program for the police department that the Chief could probably elaborate on.

Ms. Hrebenak stated that the Rescue Squad will no longer be a voting location and that if there are any suggestions that would be great because we are at a loss for locations to put Districts 4, 5, and 6.

Mayor Tomaszewski asked if Tri County Fire Company would allow this to go back to their building.

Ms. Hrebenak felt that this was not an option, but stated that she would see if this was a possibility.

Ms. Hrebenak stated that Warren County Planning Board will be holding a seminar on solar and wind energy at the Warren County Vo Tech in the cafeteria on Monday January 31 between the hours of 7 and 9pm.

Ms. Hrebenak stated that we have also received a copy of the Honeywell contract, so we will need to have the mayor sign this.

Ms. Hrebenak asked Mr. DiSessa after the contract is completed what is the timeframe for beginning the work and will the heat need to be suspended at any point.

Mr. DiSessa stated that once the contract is received it should be about three weeks until the project starts and that there will be no need to shut the building down because the heat will not need to be shut off during business hours.

Ms. Hrebenak stated that the paperwork was received for the 2011 Audit and that she will be giving the committee members copies for review so that this can be approved.

ENGINEERS REPORT:

Mr. DiSessa stated that he had nothing to report.

Mayor Tomaszewski asked Mr. DiSessa about the light that was installed at Woodland Auto Sales.

Mr. DiSessa stated that he does not feel that there is anything in the zoning ordinance that would cover something like this.

Ms. Hrebenak asked if this was something that would have required them to come back for a site plan review.

Mr. DiSessa stated that if there was a site plan on file then that would need to be amended.

Ms. Hrebenak stated that she knows that they are grandfathered for a site plan, but wouldn't this be considered a change and require a site plan.

Mr. DiSessa stated that he would look into this.

PUBLIC PORTION:

Mr. Profroch, Diamond Hill, asked when the 2011 budget will be available on the website.

The Township Committee all agreed with Mrs. Harm that it will be a while before the budget is in any form to be presented on the web page.

Mr. Watters stated that our budget right now is dependent on the State numbers.

Mayor Tomaszewski stated that there will not really be anything that would be posted until about May or so.

Mr. Profroch explained that he was interested only because he knew the financial issues and would like to look over the budget numbers.

Mr. Profroch also asked that the park plans be included on the municipal website.

Ms. Hrebenak stated that she would look into this with the design engineer and the Recreation Commission.

Mr. Profroch also asked about the amount that was included in the 2010 budget for the park which was more than what was included in the budget.

Ms. Harm responded to Mr. Profroch that the money that was over what was budgeted from the previous year.

Mr. Tate came before the township committee to thank them for the last meeting of the year and stated that he can not wait for the upcoming season and stated that the negotiations are coming up for the Teamsters and he was not sure who will be on for the negotiations. Mr. Tate stated that he was hopeful that it is better than this years, one man is gone and god bless him leaving and stated that hopefully this will save the taxpayers some money. Mr. Tate stated that he is looking forward to seeing who is in charge of the DPW next year.

RESOLUTION:

RESOLUTION # 2010 –118
REFUND OF RECREATION REGISTRATION
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, Lynette Saltus issued credit against her credit card on 11/05/10 in the amount of \$65.00 for basketball registration with the Township of Mansfield, County of Warren,

WHEREAS, Micaiah Smith will not participate in basketball,

NOW THEREFORE BE IT RESOLVED, that the Acting Chief Financial Officer be authorized to refund the amount of \$ 65.00 to Lynette Saltus.

Ms. Nerbak made a motion to approve Resolution 2010-118, which was seconded by Mr. Jewell.

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

Nays: None

Absent:Mr. Baldwin

Abstain: None

RESOLUTION # 2010 –119
RESOLUTION TO CANCEL CERTAIN BALANCES FROM THE 2009 CURRENT FUND AND TRANSFER INTO
THE SNOW REMOVAL TRUST FUND
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, there exists balances on blanket purchase orders for salt & winter grits in the 2009 current fund; and
WHEREAS, the funds creating these balances have been investigated and it has been determined that these funds are no longer needed and should be cancelled;

NOW, THEREFORE BE IT RESOLVED, that the Acting Chief Financial Officer of the Township of Mansfield,

County of Warren, State of New Jersey is by this Resolution authorized and directed to cancel the 2009 balance for salt and winter grits and transfer \$ 5,326.33 into the Snow Removal Trust Fund.

Mr. Jewell made a motion to approve the passage of Resolution 2010-119, which was seconded by Mr. Watters.

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

Nays: None

Absent: Mr. Baldwin

Abstain: None

RESOLUTION # 2010 -120
BUDGET TRANSFER
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, there are insufficient funds in some of the 2010 budget line items; and
WHEREAS, N.J.S.A. 40A:4-58 permits the transfer of funds from accounts with a surplus to cover such demands,
NOW, THEREFORE, BE IT RESOLVED (not less than two-thirds of all members thereof affirmatively concurring) that the Acting Chief Financial Officer of Mansfield Township, County of Warren, State of New Jersey, is hereby authorized to make the following transfers in accordance with the provision of this Resolution:

Account:	CURRENT FUND	To:
	From:	
General Administration OE	\$ 805.88	
Mayor & Council OE	\$ 9.23	
Municipal Clerk SW	\$.08	
Municipal Clerk OE	\$ 216.82	
Finance SW	\$ 784.36	
Data Processing OE	\$ 8.00	
Revenue Administration OE	\$ 1,026.42	
Tax Assessment SW	\$ 26.19	
Tax Assessment Administration OE	\$ 1,655.94	
Legal OE	\$ 4,300.00	
Engineering OE	\$ 508.00	
Economic Dev. SW	\$ 1.00	
Historical Sites Office OE	\$ 200.00	
Planning Board OE	\$ 165.00	
Accrued Sick Leave OE	\$.93	
Liability Insurance OE	\$ 2.00	
OEM SW	\$ 15.00	
OEM OE	\$ 129.04	
Fire Department OE	\$ 6.82	
Solid Waste Collection S/W	\$.40	
Buildings & Grounds OE	\$ 3,110.19	
Municipal Court SW	\$ 1,171.13	
Municipal Court OE	\$ 2,420.75	
Streets & Roads SW	\$ 1,000.00	
Streets & Road Maintenance OE	\$ 6,220.99	
Public Health Service SW	\$.04	
Wheel Transit System	\$ 3,500.00	
Recreation SW	\$ 3.88	
Recreation OE	\$ 666.81	
Fuel Oil OE	\$.67	

Mayor & Council S/W		\$ 179.52
Revenue Administration SW		\$ 1,333.80
Employee Group Insurance OE		\$ 6,096.04
Solid Waste Collection OE		\$ 300.64
Building & Grounds Custodian SW		\$ 400.00
Social Security OE		\$ 13,645.57
Utility & Bulk Purchases OE		\$ 6,000.00
TOTALS	\$ 27,955.57	\$ 27,955.57

Mr. Jewell made a motion to approve the passage of Resolution 2010-120, which was seconded by Mr. Watters.

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

Nays: None

Absent: Mr. Baldwin

Abstain: None

ORDINANCE:

Second Reading:

Mayor Tomaszewski opened the floor for public comment; seeing that there were no comments the public comment portion was closed.

**ORDINANCE 2010-24
TOWNSHIP OF MANSFIELD
COUNTY OF WARREN
STATE OF NEW JERSEY
ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 10, BUILDING AND HOUSING; PERMITS
SUBSECTION 10-1.6(d). BUILDING SUBCODE FEE TO INCLUDE RETAINING WALLS, ROOFING, AND SIDING
FEES**

WHEREAS, Mansfield Township desires to adjust the fee charged for retaining walls, roofing, and siding fees.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that Chapter 10, Building and Housing; Section 10-1.6(d) be amended, revised and supplemented to read as follows:

Section 1:

Retaining walls:

Small walls 550 square feet or less: \$125 per wall

Large walls 551 square feet or greater: \$225 per wall

Roofing:

Residential roof: \$125

Commercial roof: \$225

Siding:

Residential siding: \$125

Commercial siding: \$225

Section 2:

Severability. The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

Section 3:

Repealer. Any ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed as to their inconsistencies only.

Section 4:

Effective Date. This Ordinance shall take effect upon final passage and publication as provided by law.

Mr. Jewell made a motion to approve the passage of Ordinance 2010-24 and requested that the results be advertised, which was seconded by Mr. Watters.

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

Nays: None

Absent: Mr. Baldwin

Abstain: None

Mayor Tomaszewski opened the floor for public comment; seeing that there were no comments the public comment portion was closed.

ORDINANCE 2010-25

AN ORDINANCE TO REPEAL CHAPTER 3 SECTION 4.1 "INTOXICATION" OF THE CODE OF THE TOWNSHIP OF MANSFIELD, WARREN COUNTY, NEW JERSEY

BE IT ORDAINED BY THE MAYOR AND TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANSFIELD:

Section 1. The following section of the Code of the Township of Mansfield are hereby

REPEALED:

CHAPTER 3 SECTION 4.1-

INTOXICATION

Section 2. This Ordinance shall take effect immediately upon publication as provided by law.

Ms. Nerbak made a motion to adopt Ordinance 2010-25 and requested that the results be advertised, which was seconded Mr. Watters.

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

Nays: None

Absent: Mr. Baldwin

Abstain: None

COMMITTEE PERSON COMMENTS:

Ms. Nerbak stated that Karen Williamson, Heritage Conservancy contacted her to let her know that Hackettstown and Greenwich Township both have approved the resolution for the Scenic Byway and that she was pleased that a number of representatives from all of these towns actively participated in the planning and that she was thankful for all of the participation.

Mr. Watters stated that he read Mr. DiSessa's draft letter in reference to Hances Brook and spoke to the Freeholders and they said that this is the way to go.

Ms. Hrebenak stated that she spoke with the County and they stated that the bridge that goes over the train track is controlled by the state and they would need to be contacted for approval, but that he felt that if this bridge was named the way that the bridge was named on Allen Road the county would not have a problem with this and then the state would have to approve it.

Ms. Nerbak made a motion to name the bridge on Port Murray Road for Fred Perry and requested that the Clerk get the information from the Allen Road Bridge and send a letter to the county detailing the way that the bridge would be named, which was seconded by Mr. Watters.

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

Nays: None

Absent:Mr. Baldwin

Abstain: None

Mr. Jewell stated that there were two fire trucks that were sold to Tri County and Butler Park are they going to be removed from the insurance.

Ms. Hrebenak stated that this has already been done with the insurance company.

Ms. Nerbak stated that there is a copy of an email from Chris Fournier, Fire Chief Mansfield Fire Company #1 requesting that they be allowed to purchase their fire truck also from the town.

Ms Nerbak made a motion to have the clerk draft the ordinance for the Mansfield Township Fire Company truck, which was seconded by Mr. Jewell.

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

Nays: None

Absent:Mr. Baldwin

Abstain: None

Mayor Tomaszewski made a motion to take a five minute break at 8:09.

Return from Break 8:23

Executive Session Personnel, Contractual, Collective Bargaining

Mr. Watters made a motion to enter into Executive Session, which was seconded by Mr. Jewell.

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

Nays: None

Absent:Mr. Baldwin

Abstain: None

Go into executive session at 8:24

Return from executive 9:15

Mayor Tomaszewski stated that Mr. Sliker took down the nets on the tennis courts and locked the gates and will be placing signs on the tennis courts that there are no dogs allowed.

Mr. Watters made a motion to adjourn at 9:19.