

MANSFIELD TOWNSHIP COMMITTEE MEETING

March 9, 2011

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. Smith, Mr. Watters, Mr. Clancy, Mayor Tomaszewski

Salute to the flag was done by all.

APPROVAL OF THE MINUTES:

Mr. Watters stated that on page 2 there is no second to the motion.

Mr. Clancy made a motion to approve the minutes from the regular meeting held on February 23, 2011, which was seconded by Mr. Smith.

Ayes: Mr. Smith, Mr. Watters, Mr. Clancy, Mayor Tomaszewski

Nays: None

Absent: Ms. Nerbak

Abstain: None

PAYMENT OF BILLS:

Mayor Tomaszewski asked about the blades for plow in the amount of \$1500.57 which is purchase order #110185 with the vendor listed as Eastern Penn Rebuilders.

Mrs. Fascenelli stated that this is for 10 plow blades.

Mr. Smith stated that there some extras purchased for spares.

Mr. Watters made a motion to approve the bill list as presented, which was seconded by Mayor Tomaszewski.

Ayes: Mr. Smith, Mr. Watters, Mr. Clancy, Mayor Tomaszewski

Nays: None

Absent: Ms. Nerbak

Abstain: None

CFO REPORT:

Mrs. Fascenelli stated that the annual debt statement and annual financial statement and there was a memo in the packets to recommend staying with the current banking system and also the recommendations for the payroll company were in the packet.

Mrs. Fascenelli stated that there is also a memo about the results from the best practices questionnaire that was sent to the state last year.

Mr. Watters asked why we were so low on the answers.

Mrs. Fascenelli stated that this was all in how the CFO perceived the questions and there were a number of questions that if you answered yes to one you would have to answer no to another.

Mr. Watters asked what the maximum that we could have received.

Mrs. Fascenelli stated that this year we are slated to get about \$800,000.

Mr. Watters stated that since the beginning of the year the police department has used over 800 gallons of gas since the beginning of the year. Mr. Watters stated that he had Mrs. Fascenelli look into the police department getting gas cards to get gas at a gas station so that it is more closely monitored.

Mrs. Fascenelli stated that she contacted Washington Township, Warren County because they do this right now they presently use the Sunoco in Washington. Mrs. Fascenelli stated that this could be done by either each officer getting their own card or you could get a fleet card and each of the officers would have to sign off on a slip and turn it into the finance office to be compared to the bill.

Mr. Clancy stated that there is a Sunoco currently in town so this would make it easier than running all the way out of town to fuel up.

Mr. Watters stated that they are not open 24 hours, so we would also use the Washington Station.

Mr. Smith asked Mr. Clancy if it would be advisable to have some fuel on hand for emergency situations.

Mr. Clancy stated that this seemed a little ridiculous to have the officers going a couple of miles out of town to fuel up and that he does not see how this will be cost effective.

Mr. Watters asked if everyone was interested.

Mayor Tomaszewski stated that he believed that we should look into this.

Mr. Smith stated that we should look into this to see what we could save.

Mayor Tomaszewski stated that we should look into what it would save the town for the insurance policy with the tank removed.

Mr. Watters stated that he was in to drop off his cardboard at the dumpster and noticed that the lock was off of the gas tanks.

ENGINEERS REPORT:

Mr. DiSessa stated that Honeywell delivered some of the equipment for the HVAC this week and they will be starting work next week.

Mr. DiSessa stated that he is trying to get the lighting people in and they are waiting for the equipment to be delivered.

Mr. DiSessa stated that Mr. Sliker made an appointment for next Wednesday to meet with the NJDEP for the storm water management items. The meeting will be at 12:00.

Mr. Watters asked if there was any activity with Hances Brook.

Mr. Smith asked if Mr. DiSessa will be present for oversight with the work that is being done.

Mr. DiSessa stated that he will be in when the project begins and will be checking the work periodically.

Ms. Nerbak came into the meeting at 7:51.

A RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12.

WHEREAS, the Township Committee of the Township of Mansfield is subject to certain requirements of the Open Public Meetings Act. N.J.S.A. 10:4-6, et seq. and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution, and

WHEREAS, it is necessary for the Township Committee of the Township of Mansfield to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

- (4) Matters Relating to Collective Bargaining Agreements: Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Mansfield, assembled in public session on March 9, 2011, that an Executive Session closed to the public shall be held on March 9, 2011 at 7:51PM in the Mansfield Township Municipal Building, for the discussion of matters relating to the specific items designated above.

It is anticipated that the deliberations conducted in the closed session may be disclosed to the public upon the determination of the Township Committee that the public interest will no longer be served by such confidentiality.

Mr. Watters made a motion to go into Executive Session at 7:51 pm, which was seconded by Mr. Smith.

Ayes: Mr. Smith, Mr. Watters, Mr. Clancy, Ms. Nerbak, Mayor Tomaszewski

Nays: None
Absent: None
Abstain: None

Return from executive session.

Roll Call: Mr. Smith, Mr. Watters, Mr. Clancy, Ms. Nerbak, Mayor Tomaszewski

CLERKS REPORT:

Ms. Hrebenak stated that correspondence was received for requesting permission to close the roads for rail work that will be being done on Blau, Thomas, Airport, Hazen, Washburn Road all of the work will take approximately one week per road and will begin on April 4, 2011.

Ms. Hrebenak stated that this is something that could be added to the website so that the public would know that the roads are closed.

Mayor Tomaszewski stated that he does not believe that this would be an issue.

The Township Committee all agreed that this would not be a problem and that the Clerk should notify the company that this would be ok.

Ms. Hrebenak stated that she received a raffle and a bingo application for the Washington Woman's Club for a 50/50 raffle and also for a Longaberger/Vera Bradley bingo to be held on April 10, 2011 at Mansfield Township Fire Company #1.

Mr. Watters made a motion to approve BA 2011-02 and RA2011-02 for the Washington Woman's Club, which was seconded by Mr. Clancy.

Ayes: Mr. Smith, Mr. Watters, Mr. Clancy, Ms. Nerbak, Mayor Tomaszewski
Nays: None
Absent: None
Abstain: None

PUBLIC PORTION:

Mayor Tomaszewski opened the public portion.

Mr. Tate asked when the entire contract will be sent to them for their review.

Mr. Vex stated that it will be sent out tomorrow.

Mayor Tomaszewski asked if there was anything further from the public; seeing as there was nothing further from the public the public portion was closed.

RESOLUTION:

2011-39
RESOLUTION
Overpayment of Taxes
Block 1105 Lot 16

WHEREAS, the following property has an overpayment of 2011 property taxes;

WHEREAS, this overpayment occurred due to the title company and the mortgage company both paying first quarter taxes and the title company has requested a refund;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield this 9th day of March 2011 that the Tax Collector and Acting Finance Officer are hereby authorized to refund the following overpayment:

Block 1105 Lot 16
Allied Title LLC
3 Laurel Drive
Flanders, NJ 07836
\$2,401.31

Mr. Watters made a motion to approve the passage of Resolution 2011-39, which was seconded by Mr. Smith.

Ayes: Mr. Smith, Mr. Watters, Mr. Clancy, Ms. Nerbak, Mayor Tomaszewski
Nays: None
Absent: None
Abstain: None

RESOLUTION NO. 2011-40

A 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 RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey as follows:

The salaries per annum of rates of compensation of the following officers and employees of the Township of Mansfield are determined for the period below to be as follows:

Prosecutor	\$33,000 from January 1, 2011
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BE IT FURTHER RESOLVED, that salaries are to be paid in accordance with Salary Ordinance – Ordinance 2011-02, which was adopted by Mansfield Township Committee on February 23, 2011.

Mayor Tomaszewski made a motion to approve the passage of Resolution 2011-40, which was seconded by Mr. Watters.

Ayes: Mr. Smith, Mr. Watters, Mr. Clancy, Ms. Nerbak, Mayor Tomaszewski
Nays: None
Absent: None
Abstain: None

ORDINANCE:

First Reading

Mayor Tomaszewski introduced Ordinance 2011-04.

ORDINANCE NO. 2011-04

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

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

The salaries ranges per annum of rates of compensation of the following officers and employees of the Township of Mansfield are determined to be as follows:

Machine Operator	\$30,000 - \$55,000
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This Ordinance shall take effect immediately upon publication as provided by Law.

Mr. Watters made a motion to introduce Ordinance 2011-04 and requested that the public hearing be held on March 23, 2011 at 8pm and advertised accordingly, which was seconded by Mr. Clancy.

Ayes: Mr. Smith, Mr. Watters, Mr. Clancy, Ms. Nerbak, Mayor Tomaszewski

Nays: None

Absent: None

Abstain: None

Mayor Tomaszewski introduced Ordinance 2011-05.

2011-05
CALENDAR YEAR 2011 ORDINANCE TO EXCEED
THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.0% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Township Committee of the Township of Mansfield in the County of Warren

finds it advisable and necessary to increase its CY 2011 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Township Committee hereby determines that a 1.5 % increase in the budget for said year, amounting to \$59,102.68 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Township Committee of the Township of Mansfield, in the County of Warren, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2011 budget year, the final appropriations of the Township of Mansfield shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5 %, amounting to \$ 137,906.25 and that the CY 2011 municipal budget for the Township of Mansfield be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Ms. Nerbak made a motion to introduce Ordinance 2011-05 and requested that the public hearing be held on March 23, 2011 at 8pm and advertised accordingly, which was seconded by Mr. Watters.

Ayes: Mr. Smith, Mr. Watters, Mr. Clancy, Ms. Nerbak, Mayor Tomaszewski

Nays: None

Absent: None

Abstain: None

Second Reading

Mayor Tomaszewski opened the floor for comment on Ordinance 2011-03; seeing as there were no comments the public comment period was closed.

2011-03

AN ORDINANCE TO AMEND THE GENERAL CODE OF THE TOWNSHIP OF MANSFIELD, CHAPTER 8, ARTICLE 5 – TAXICABS TO REPLACE THE LICENSING REQUIREMENTS FOR TAXICABS

All references to limousines shall be removed from the ordinance.

Section 8-56 shall be amended as follows:

License required.

It shall be unlawful to maintain an office with vehicles for hire within the Township of Mansfield unless said regulated vehicle and driver thereof are licensed pursuant to this chapter. It shall also be unlawful to hire out, operate, or park any regulated vehicle within the Township of Mansfield unless otherwise licensed through another municipality showing proof of same

Section 8-59 shall be amended as follows:

A. The Township Clerk is hereby authorized to issue licenses for regulated vehicles, and drivers of Regulated vehicles licenses and driver's licenses upon receiving notice of approval of the application(s) therefore from the Mayor and Township Committee. The maximum passengers in a vehicle will be one passenger in the front seat and two or three passengers in each additional row of seating depending upon the type of seating available. Each driver's license shall set forth the dates said license will remain effective and shall include a current and clear picture of the driver, the driver's full name, the operator's business name, and a brief description of the driver, including his or her age, height, complexion, color of hair and color or eyes. The maximum number of taxicab licenses outstanding at any time shall not exceed three (3) licenses.

Section Two: This Ordinance shall take effect upon the publication of notice of final adoption as provided by law.

Mr. Watters made a motion to approve the passage of Ordinance 2011-03 and requested that the results be advertised, which was seconded by Mr. Smith.

Ayes: Mr. Smith, Mr. Watters, Mr. Clancy, Ms. Nerbak, Mayor Tomaszewski

Nays: None

Absent: None

Abstain: None

COMMITTEE PERSON COMMENTS:

Mr. Smith stated that Mr. Sliker had gotten prices to have the windows replaced in the old garage and he found that there was a substantial savings in having the DPW employees install the window that we purchase. The price for the replacement of windows in the old DPW building will be \$400 total for three windows with the DPW employees doing the replacement.

Mr. Smith stated that there were quotes received to upgrade the service to the old DPW building for panel and other upgrades JF Young electric was the lowest bid and the price will be \$2153.64 for the work and the extra meter for the Fire Department bay.

Ms. Nerbak made a motion to move forward with the electrical work for a total of \$2153.64, which was seconded by Mr. Watters.

Ayes: Mr. Smith, Mr. Watters, Mr. Clancy, Ms. Nerbak, Mayor Tomaszewski

Nays: None

Absent: None

Abstain: None

Mr. Smith stated that the DPW will be installing an inline gallonage pump that will cost about \$150 for the police pump to track the gallonage, but we will hold off until decisions are made for the police gas.

Mr. Smith stated that Mr. Sliker will be attending a class upgrade of municipal trucks for the emissions in North Hunterdon

Mr. Smith the payroll service is narrowed down to one company is Anchor and they will offer the biometric clock starting with just the municipal building to see how it works. Mr. Smith stated that the cost of \$5500 for everything.

Mrs. Fascanelli stated that we would be paying less with this company then the company that we are currently working with.

Mr. Watters asked if the company was bonded.

Mrs. Fascanelli stated that the company is covered for one million dollars.

Mr. Smith made a motion to approve Anchor as the new payroll company with the ergonomic time clocks, which was seconded by Mayor Tomaszewski.

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

Nays: Mr. Clancy

Absent: None

Abstain: None

Mr. Watters stated that in light of the fuel price issues that there are the fire companies should fuel up during work hours

Mayor Tomaszewski met with Chief Ort about Police Vehicles and they will be taking the DPW explorer to make that the police SUV and there will need to be a replacement for 28-14 and 28-10 has 66,900 on it.

Mr. Smith stated that he spoke with Mr. Sliker and he had no problems with this.

Ms. Nerbak solid waste advisory council the same officers from last year are the same

Ms. Nerbak stated that the Recreation Commission appointed Glenn Wilkinson, Recreation Chairman and Stephanie Ditmar, Secretary.

Mr. Clancy had nothing to report.

Ms. Nerbak stated that there is an issue with the police study grant and Mr. Lavery is researching this.

Mr. Watters made a motion to adjourn at 9:08pm.