

## MANSFIELD TOWNSHIP COMMITTEE MEETING

September 12, 2012

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, Mrs. Kocher, Mayor Tomaszewski

Salute to the flag was done by all.

### APPROVAL OF THE MINUTES:

Mr. Watters made a motion to approve the minutes from the regular meeting held on August 22, 2012, which was seconded by Mr. Smith.

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

Nays: None

Absent: None

Abstain: None

### PAYMENT OF BILLS:

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

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

Nays: None

Absent: None

Abstain: None

### FINANCE REPORT:

Mrs. Fascenelli stated that the Township Committee was given a memo in reference to the Best Practices Survey for the State and that the finance and clerk's office have been working on this to answer the questions.

Mrs. Fascenelli stated that the survey results have been sent over for the voluntary deduction life, dental, and vision insurance and we are waiting for the results to see if there were enough employees interested.

Mrs. Fascenelli stated that there is a memo in the Committee packet for the company named Terracycle she would like to send to the school and the fire companies to see if they are interested for recycling. Mrs. Fascenelli also asked if this is something that could be included on the Township's website.

Mr. Watters stated that this would be ok as long as we are not advertising for the company.

### CLERKS REPORT:

Ms. Hrebenak stated that the DPW went in and cleaned up two properties on Freeway Ave and we have the total amounts for both cleanups.

Mayor Tomaszewski stated that the bills should be submitted to the bank for payment and if the payment is not received then we will put a lien on the property.

#### ENGINEERS REPORT:

Mr. DiSessa stated that there have been a number of complaints about 18 Highland Avenue which has not been cleaned up in over a year. The bank has been contacted and there has been no response from the bank. Mr. DiSessa stated that we should consider this property for cleanup also.

Mayor Tomaszewski requested that Ms. Hrebenak send a letter to the bank for clean up at 18 Highland Ave.

Mr. Watters made a motion to approve the award for the generator to Envirocon in the amount of \$52,987.00, which was seconded by Mr. Clancy.

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

Nays: None

Absent: None

Abstain: None

Mr. DiSessa stated that there was a summons issues to Woodland Auto Sales for vehicles being parked outside in September 5 or 6th.

Mayor Tomaszewski stated that he went through with the Lieutenant of the Police Department and there were still vehicles parked outside the fence.

Mr. DiSessa stated that the Municipal Aide applications are being accepted and he would like to apply for repaving of Slope Drive to go in conjunction with HMUAs repairs to the Water main.

#### PRESENTATION:

Scott Gaskill of SG Designs spoke to the Township Committee in reference to the website.

Art Oswald of Your Cyber Presence spoke to the Township Committee in reference to the Township website.

#### PRESENTATION JCP&L Stan Prater

Stan Prater, JCP&L, spoke to the Township Committee in reference to the items that the company will be doing during major events.

#### PRESENTATION

Garden Solar presented themselves to the Township Committee and proposed the different options for the Township to look at for solar power.

PUBLIC PORTION:

Pete Appleby, Mansfield Township Fire Company stated that they are applying to the County for a grant to repair the old firehouse/municipal building.

Mr. Watters made a motion to approve Mansfield Township Fire Company applying to Warren County for a Historical building for the old firehouse/municipal building, which was seconded by Mr. Smith.

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

Nays: None

Absent: None

Abstain: None

Mrs. Thompson was asking about Woodland Auto Sales.

Mr. Profroch stated that he went to the park and the trail looks good with the clearing, and that the tennis court was repaired and the hole is back and needs to be repaired again.

RESOLUTION:

RESOLUTION # 2012 -73  
REFUND OF PLANNING BOARD ESCROW BALANCE  
TOWNSHIP OF MANSFIELD  
WARREN COUNTY, STATE OF NEW JERSEY

**WHEREAS**, Ms. Kimberly Reasor issued checks for Planning Board escrow with the Township of Mansfield, County of Warren,

**WHEREAS**, there remains a balance of \$ 192.50 in the escrow account,

**WHEREAS**, the Planning Board Attorney and Engineer have determined that the project is complete,

**NOW THEREFORE BE IT RESOLVED**, that the Township Finance Office be authorized to refund the amount of \$ 192.50 to Ms. Kimberly Reasor.

Mr. Watters made a motion to approve the passage of Resolution 2012-73, which was seconded by Mr. Clancy.

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

Nays: None

Absent: None

Abstain: None

**TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY**

RESOLUTION # 2012 -74

**TITLE: INSERTION OF SPECIAL ITEM OF REVENUE PURSUANT TO N.J.S.A. 40A:4-87, CHAPTER 159**

**WHEREAS**, N.J.S.A. 40A4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

**WHEREAS**, said Director may also approve the insertion of any item of appropriation for an equal amount; and

**WHEREAS**, the Township of Mansfield will receive \$ 4,000.00 for a Click It or Ticket Grant and wishes to amend its 2012 budget to include a portion of this amount as a revenue

**NOW, THERE, BE IT RESOLVED** that the Township of Mansfield hereby requests the Director of the

Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2012 in the sum of \$4,000.00 that is now available as revenue from:

- Miscellaneous Revenues
- Special Items of General Revenue Anticipated with Prior Written Consent
- Of the Director of Local Government Services:
- Public and Private Revenues Offset with Appropriations:
- Click It or Ticket Grant

**BE IT FURTHER RESOLVED**, that a like sum of \$4,000.00 be and the same is hereby appropriated under the caption of:

- General Appropriations
- Operations – Excluded from caps Public and Private Programs
- Offset by Revenues:
- Click It or Ticket Grant

**BE IT FURTHER RESOLVED**, that the Municipal Clerk forward two copies of this resolution to the Director of Local Government Services.

Mr. Smith made a motion to approve the passage of Resolution 2012-74, which was seconded by Mr. Clancy.

Ayes: Mr. Smith, Mr. Watters, Mr. Clancy, Mrs. Kocher, Mayor Tomaszewski  
Nays: None  
Absent: None  
Abstain: None

ORDINANCE:

Second Reading:

**ORDINANCE # 2012-06**

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

		Range	
Acting Municipal Finance Officer	\$55,000	-	\$65,000

Mr. Watters made a motion to approve the passage of Ordinance 2012-06 and requested that the results be publicized, which was seconded by Mr. Smith.

Ayes: Mr. Smith, Mr. Watters, Mr. Clancy, Mrs. Kocher, Mayor Tomaszewski  
Nays: None  
Absent: None  
Abstain: None

**RESOLUTION # 2012 –48**

**TO AUTHORIZE AND APPROVE SALARIES AND WAGES FOR CERTAIN EMPLOYEES**

**WHEREAS**, Ordinance # 2012-06 established the salaries and wages for certain employees of the Township of Mansfield, County of Warren,

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Warren that the following named employees shall be compensated for the year 2012, unless otherwise noted, in the amount as designated below:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
William Pandos	Acting CFO	\$60,000

Mr. Watters made a motion to approve the passage of Resolution 2012-48, which was seconded by Mr. Clancy.

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

Nays: None

Absent: None

Abstain: None

#### COMMITTEE PERSON COMMENTS

Mr. Smith asked that Mrs. Kocher meet with him to go over the process for the performance reviews.

Ms. Hrebenak asked if the Township Committee would be changing the job descriptions prior to the reviews.

Mr. Smith requested that Ms. Hrebenak go back to all department head and ask them to look over the job descriptions to make sure that there are no changes.

Mayor Tomaszewski made a motion to approve going into Executive Session at 9:33, which was seconded by Mr. Watters.

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

Nays: None

Absent: None

Abstain: None

Mayor Tomaszewski stated that he had two guys clean up Cary Warren Road and that this road will be used for the emergency responders to get over to Warren Haven since there was no access from this side of town. Mayor Tomaszewski stated that if there is a lot of thru traffic the back side of the road will be gated off and all of the emergency services department will be given a key.

Ms. Hrebenak stated that we may need to consult with the State Fish and Game before we block there access.

Mr. Watters made a motion to adjourn 9:55, which was carried by all.