

**TOWNSHIP OF MANSFIELD
TOWNSHIP COMMITTEE MEETING
May 24, 2023
OFFICIAL MINUTES
Adopted June 14, 2023**

The Regular Meeting was called to order at 7:30 pm by Mayor Watters who read the "Sunshine Statement" indicating the meeting was being held in accordance with the Open Public Meetings Act. He then led the Flag Salute.

ROLL CALL

Present: Mr. McGuinness, Mr. Hayes & Mayor Watters

Absent: Mr. Farino & Mrs. Mora Dillon

Also present were Township Attorney Wade Baldwin, Acting Township Clerk Jo-Ann Ricks, Police Chief MacDonough, CFO/Tax Collector Judith Curran, Deputy Treasurer JoAnn Fascenelli, and Township Deputy Clerk Illena Raffaele.

Approximately 5 people from the public were in attendance.

APPROVAL OF MINUTES

May 10, 2023 – REGULAR SESSION

The minutes of the meeting noted above were approved unanimously on a motion by Mr. Hayes, seconded by Mr. McGuinness.

May 10, 2023 – EXECUTIVE SESSION

The minutes of the meeting noted above were approved unanimously on a motion by Mr. McGuinness, seconded by Mr. Hayes.

APPOINTMENT TO SUBORDINATE COMMITTEES

Land Use Board Appointments:

Ms. Dolores Reagle – Appointment to Class IV, Unexpired Term to 12/31/25

Mr. Ralf Waegener – Appointment to Alt 1, Term to Expire 12/31/23

Mr. John Feller – Appointment to Alt 2, Term to Expire 12/31/23

Mr. William Watters – Appointment to Alt 3, Term to Expire 12/31/23

CLERK'S REPORT

Mrs. Ricks reported:

New Jersey State Fireman's Association Application – Authorization needed to sign off for membership.

Mr. McGuinness made a motion to approve, seconded by Mr. Hayes.

Recorded Vote

Aye: Mr. McGuinness, Mr. Hayes & Mayor Watters
Nay: XXXXXX
Absent : Mr. Farino & Mrs. Mora Dillon
Abstain: XXXXXX

FINANCE REPORT

Mrs. Curran reported:

Lawn Maintenance RFP – Awarded to ACF Greenscapes; agreement will be signed.
Mt. Bethel Grant – Submitted New Jersey Historical Preservation Grant to the State.
2023 Budget – Filed with the State.

EMPLOYEES' REPORT

Mrs. Fascenelli reported:

Flea Market & Craft Fair – Held May 20 & 21 with a good turnout. Number of vendors doubled from last year. Green Team wishes to acknowledge the DPW who worked as a team to have everything ready exactly as we needed and did a fabulous job. Thanks to Bob Jewel who helped with parking. A special big thank you to the Independence First Aid Squad whose several members helped with parking. They are great and we enjoy working with them. We hope to work with them more in the future. Tri-County Fire Co. did well with their hamburger and hot dog sale.

250th Anniversary Books – Mrs. Alice Mayberry dropped off a box of anniversary books. We sold four (4) at the flea market for \$10 each. Have seven (7) left, offered to Open Space & Historical committees. If they don't want them, Mrs. Fascenelli asked if they can be put on the website for sale. Committee agreed.

ENGINEER'S REPORT

Mr. Hayes referred to Mr. Quamme's report regarding item #9 proceeding with coring of Cherry Tree Bend Road. Mrs. Curran stated Mr. Quamme has to give documentation ten (10) days prior to the June 14th meeting. It will be on the agenda for the next meeting.

PUBLIC PORTION

Mayor Watters opened the Public Portion of the meeting for public comments.

Said Taha, Hackettstown, stated his food truck permit was denied. Discussion took place about private property events. Once an ordinance is approved, the Mayor stated we will let him know.

Mayor Watters asked for further comment from the public, seeing none, the Public Portion was closed.

ORDINANCES

Second Reading

2023-13 AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE SALARIES AND WAGES FOR OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF MANSFIELD AND THE METHOD OF PAYMENT OF SUCH SALARIES AND WAGES

Mr. Hayes made a motion to approve Ordinance 2023-13, which was seconded by Mr. McGuinness.

Mayor Watters opened the meeting for public comment; seeing none, public portion was closed.

Recorded Vote

Aye: Mr. McGuinness, Mr. Hayes & Mayor Watters
Nay: XXXXXX
Absent : Mr. Farino & Mrs. Mora Dillon
Abstain: XXXXXX

ORDINANCE # 2023-13

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

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

SECTION 1, The salary per annum of rate of compensation for the following officers and employees of the Township of Mansfield is determined to be as follows:

Officer Manager	\$ 1,000.00	TO	\$ 50,000.00
Deputy Tax Collector	\$27,000.00	TO	\$ 55,000.00

2023-14 AN ORDINANCE EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)

Mr. McGuinness made a motion to approve Ordinance 2023-14, which was seconded by Mr. Hayes.

Mayor Watters opened the meeting for public comment; seeing none, public portion was closed.

Recorded Vote

Aye: Mr. McGuinness, Mr. Hayes & Mayor Watters
Nay: XXXXXX
Absent : Mr. Farino & Mrs. Mora Dillon
Abstain: XXXXXX

**2023-14
TOWNSHIP OF MANSFIELD
CALENDAR YEAR 2023
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 up to 2.5% 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 Committeepersons of the Township of Mansfield, in the County of Warren, finds it advisable and necessary to increase its CY 2023 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 Committeepersons hereby determine that a 3.5% increase in the budget for said year, amounting to \$55,140.44 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Committeepersons hereby determine 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 Committeepersons 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 2023 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 \$192,991.54, and that the CY 2023 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 uploaded to the FAST System for 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 uploaded on the FAST System for the Director within 5 days after such adoption

First Reading

2023-15 AN ORDINANCE AUTHORIZING THE PRIVATE SALE AND CONVEYANCE OF CERTAIN PROPERTIES OWNED BY THE TOWNSHIP OF MANSFIELD NOT NEEDED FOR MUNICIPAL PURPOSES TO THE COUNTY OF WARREN PURSUANT TO N.J.S.A. 40A:12-13(b)(1) & N.J.S.A. 40A:12-13.4.

Mr. Hayes made a motion to approve Ordinance 2023-15, which was seconded by Mr. McGuinness.

Recorded Vote

Aye: Mr. McGuinness, Mr. Hayes & Mayor Watters
Nay: XXXXXX
Absent : Mr. Farino & Mrs. Mora Dillon
Abstain: XXXXXX

**TOWNSHIP OF MANSFIELD
WARREN COUNTY**

ORDINANCE 2023-15

ORDINANCE AUTHORIZING THE PRIVATE SALE AND CONVEYANCE OF CERTAIN PROPERTIES OWNED BY THE TOWNSHIP OF MANSFIELD NOT NEEDED FOR MUNICIPAL PURPOSES TO THE COUNTY OF WARREN PURSUANT TO N.J.S.A. 40A:12-13(b)(1) & N.J.S.A. 40A:12-13.4.

WHEREAS, the Local Lands and Buildings Law, N.J.S.A. 40A:12-13, *et seq.* authorizes the private sale of real property not needed for public use to any political subdivision, agency, department, commission, board, or body corporate and politic of the State of New Jersey; and

WHEREAS, the Township of Mansfield ("Township") is the owner of two (2) parcels of vacant land identified on the Official Tax Maps of the Township as Block 601.03, Lot 62.06 and Block 801, Lot 11.05 (collectively referred to as the "Properties"); and

WHEREAS, the Properties are situated adjacent to, or nearby Warren County Open Space lands which are preserved as part of the Morris Canal Greenway; and

WHEREAS, the County of Warren ("County"), a body corporate and politic of the State of New Jersey, through its Department of Land Preservation, has expressed a desire to acquire the Properties in accordance with the County's Open Space Plan for the purposes of recreation and conservation, and subject to the Green Acres restrictions set forth at N.J.S.A. 13:8C-1 *et seq.* and N.J.A.C. 7:36 ("Green Acres Restrictions"); and

WHEREAS, the Township and County have agreed that the Properties shall be sold by the Township to the County for the purposes stated above, as follows:

PARCEL	LAND ACREAGE	SALE PRICE
Block 601.03, Lot 62.06	14.13 acres	\$29,000.00
Block 801, Lot 11.05	1.00 acre	\$15,000.000
TOTAL		\$44,000.00

WHEREAS, the Township Committee, after careful consideration and due diligent study, made a determination that the Properties are not now needed for municipal purposes, and recommend that the Properties be conveyed to the County of Warren for the purposes of recreation and conservation, and subject to the Green Acres Restrictions; and

WHEREAS, the Mayor and Committee have determined that it in the best interests of the Township of Mansfield to sell the Properties to the County pursuant to, and in accordance with N.J.S.A. 40A:12-13(b)(1) and N.J.S.A. 40A:12-13.4.

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

1. The Township Committee hereby declares that the Properties are neither used nor presently or in the future needed for municipal public purposes.

2. The Mayor, Township Attorney, Township Clerk, and such other Township officials as the law may provide, are hereby authorized to prepare and execute such documents as may be required to effect the private sale of the Properties authorized by this Ordinance and transfer of title to the Properties to the County of Warren, including the "Agreement to Purchase Property" in substantially the form attached hereto, subject to final review and approval by the Township Attorney.

3. Pursuant to N.J.S.A. 40A:12-13.4, use of the Properties shall be deed restricted to public purposes such as recreation and conservation, and to the Green Acres restrictions set forth at N.J.S.A. 13:8C-1 et seq. and N.J.A.C. 7:36.

4. The contract and deed shall contain the following restrictive language:

The lands being conveyed herein are being purchased with Green Acres funding and are subject to Green Acres restrictions as provided at N.J.S.A. 13:8C-1 et seq. and N.J.A.C. 7:36, as may be amended and supplemented, and the grantee herein agrees to accept these lands with the Green Acres restrictions, including restrictions against disposal or diversion to a use for other than recreation and conservation purposes.

5. The conveyance of the Properties shall be done subject to all applicable Township Ordinances as well as all County and State laws, rules, and regulations.

6. The sale of the Properties is subject to final approval and funding by Green Acres.

7. If any article, section, subsection, sentence, clause, or paraphrase of this Ordinance is, for any reason, held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance and they shall remain in full force and effect.

8. In the event of any inconsistencies between the provisions of this ordinance and any prior ordinance of the Township of Mansfield, the provisions hereof shall be determined to govern.

9. This ordinance shall take effect immediately upon final passage and publication according to law.

CONSENT AGENDA – PUBLIC PORTION

Mayor Watters opened the Public Portion of the meeting for comments on the Consent Agenda.

Seeing none, the Public Portion for Consent Agenda was closed.

CONSENT AGENDA/RESOLUTIONS

Resolution 2023-177 was removed.

The following Resolutions 2023-172 through 2023-176 & 178-187 as filed in the Township Clerk's Office, were unanimously adopted on motion by Mr. Hayes and seconded by Mr. McGuinness:

Recorded Vote

Aye: Mr. McGuinness, Mr. Hayes & Mayor Watters
Nay: XXXXXX
Absent : Mr. Farino & Mrs. Mora Dillon
Abstain: XXXXXX

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY
A RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN AND
STATE OF NEW JERSEY, REFUNDING A DRIVEWAY BOND FOR
5 OXFORD WAY**

NO. 2023-172

ADOPTED: MAY 24, 2023

WHEREAS, in accordance with Mansfield Township code section 167-11 (Certificate of Occupancy) Ryan Homes issued check number 594911 dated 2/8/23 for a Driveway Bond to the Township of Mansfield, County of Warren; and

WHEREAS, there remains a balance of \$ 1,500.00 in the escrow account for 5 Oxford Way; and

WHEREAS, the Township Engineer has determined that the escrow balance can be refunded.

NOW, THEREFORE, BE IT RESOLVED, that the Township Finance Office be authorized to refund the amount of \$ 1,500.00 to Ryan Homes.

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY
A RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN AND STATE OF NEW
JERSEY, ACCEPTING A CASH PERFORMANCE BOND FOR 43 BRANTWOOD TERRACE**

NO: 2023-173

ADOPTED: MAY 24, 2023

WHEREAS, the Township Engineer recommends that a cash performance bond be issued for 43 Brantwood Terrace due the concrete driveway apron and concrete curbing are damaged; and

WHEREAS, S. Houran USA Contractors LLC, the developer of the property located, at 43 Brantwood Terrace, has submitted check number 10392 in the amount of \$ 3,550.00 representing the cash performance bond for the driveway apron and concrete curbing; and

WHEREAS, the Township Engineer has recommended the acceptance of said payment.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, and the State of New Jersey, that the cash performance bond stated above submitted by S. Houran USA Contractors LLC is hereby accepted. The Acting Township Clerk is authorized and directed to forward a copy of this resolution to the developer.

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY
A RESOLUTION ACKNOWLEDGING A DONATION FROM
WILLIAM HARRINGTON**

NO. 2023-174

ADOPTED: MAY 24, 2023

WHEREAS, the Mayor and Township Committee wish to acknowledge and thank William Harrington for his gracious donation; and

WHEREAS, William Harrington removed a dead tree, planted a new tree, and provided mulch for around the area; and

WHEREAS, the tree was planted by the marker honoring Officer Thomas Roth and all past and present Police Officers who gave their time, dedication, and life; and who have protected and served in our community. The marker was donated by the Brownie Troop 180 on April 8, 2000.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Mansfield, acknowledges this donation and directs the Acting Clerk to forward a copy of this resolution to William Harrington.

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY
ENDORSEMENT OF REDEEMED MUNICIPAL TAX SALE CERTIFICATE**

NO.2023-175

ADOPTED: MAY 24, 2023

BE IT RESOLVED, by the Township Committee of the Township of Mansfield that the following Tax Sale Certificate, held by the Township, having been paid and satisfied in full pursuant to N.J.S.A. 54:5-59: the Mayor and Township Acting Clerk are hereby authorized and directed to endorse same for cancellation, affix the Township Seal, and return same to the Tax Collector for delivery to the property owner or legal representative pursuant to N.J.S.A. 54:5-55.

Tax Sale Certification Number	Block / Lot	Original Certificate Amount
2014-012	1603 / 2.02	\$ 1,116.59

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY
AUTHORIZING RAFFLE LICENSE FOR THE ARC OF WARREN COUNTY**

NO. 2023-176

ADOPTED: May 24, 2023

WHEREAS, The Arc of Warren County has submitted a Raffle License Application for a drawings to be held on June 3, 2023, June 30, 2023 July 28, 2023 & August 11, 2023; and

WHEREAS, all paperwork and payment are in order, and the identification number from the Legalized Games of Chance Control Commission is currently valid, and will be valid at the date and time of the raffles;

NOW THEREFORE BE IT RESOLVED, the Mansfield Township Committee, County of Warren, State of New Jersey, that Raffle License RA2023-08, and Acting Township Clerk is authorized to sign off on the license and submit copies to the appropriate authorities.

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY
AUTHORIZING AN INCREASE IN SALARY
FOR JOANN FASCENELLI, DEPUTY TAX COLLECTOR, FOR ADDITIONAL DUTIES AND
RESPONSIBILITIES IN THE TAX OFFICE**

NO.2023-178

ADOPTED: May 24, 2023

WHEREAS, Joseph Guerin, the former Tax Collector for the Township of Mansfield retired on February 28, 2023;

WHEREAS, Judith Curran, CFO, CTC, was appointed as Tax Collector on February 22, 2023;

WHEREAS, Ms. Curran is able to take on the additional responsibilities as Tax Collector with JoAnn Fascenelli, Deputy Tax Collector, also taking on additional duties as assigned by the Tax Collector;

WHEREAS, the Township Committee finds that JoAnn Fascenelli's salary as Deputy Tax Collector shall be increased by \$7,000 so that her total compensation for the position of Deputy Tax Collector will be \$48,136.00 effective June 1, 2023;

WHEREAS, in the future, if the Township Committee finds it necessary to employ another person as Tax Collector, then the \$7,000 will no longer be a part of Ms. Fascenelli's compensation as Deputy Tax Collector.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield does hereby authorize the salary increase for JoAnn Fascenelli, Deputy Tax Collector, per the above.

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY
AUTHORIZING THE APPOINTMENT OF
JUDITH CURRAN AS OFFICE MANAGER**

NO. 2023-179

ADOPTED: May 24, 2023

WHEREAS, the Township Committee of the Township of Mansfield, County of Warren, finds it necessary to appoint an Office Manager; and

WHEREAS, the Township Committee further finds that Judith Curran, the Chief Financial Officer and Tax Collector has been handling issues pertaining to office management;

WHEREAS, the Township Committee wishes to appoint Judith Curran as Office Manager at a salary of \$18,000;

WHEREAS, the appointment of Judith Curran as Office Manager will take effect June 1, 2023;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of

Mansfield does hereby appoint Judith Curran as Office Manager per the above.

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY
AUTHORIZATION FOR THE MAYOR AND ACTING TOWNSHIP CLERK TO SIGN
“AGREEMENT TO PURCHASE PROPERTY” FOR THE SALE OF BLOCK 601.03, Lot 62.06
AND BLOCK 801, LOT 11.05 TO WARREN COUNTY**

NO. 2023-180

ADOPTED: May 24, 2023

WHEREAS, the Township of Mansfield, County of Warren, State of NJ desired to sell Block 601.03, Lot 62.06 and Block 801, Lot 11.05 at public auction; and

WHEREAS, the properties did not sell at public auction; and

WHEREAS, the Township of Mansfield County of Warren, State of NJ desires to sell the lands via private sale to the County of Warren, State of NJ; and

NOW THEREFORE BE IT RESOLVED, by the Township of Mansfield, County of Warren, State of NJ, the Mayor, and Acting Township Clerk are hereby authorized to execute the Agreement to Purchase Property for the Sale of Block 601.03, Lot 62.06 and Block 801, Lot 11.05 upon adoption of this resolution.

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY
RESOLUTION AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY NO
LONGER NEEDED FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE**

NO. 2023-181

ADOPTED: May 24, 2023

WHEREAS, the Township of Mansfield has determined that surplus property of assorted Basketball Trophies and Basketball Balls are no longer needed for public use; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) authorizes the sale of surplus personal property no longer needed for public use using an online auction service from June 2, 2023 for 7 days; and

WHEREAS, the Township of Mansfield intends to utilize the online auction services of GovDeals located at www.govdeals.com; and

WHEREAS, the sales are being conducted pursuant to the Division of Local Government Services Local Finance Notice 2008-9;

WHEREAS, the dates of publication for the auction are to be May 25th, 2023 and June 1st, 2023 as required by Local Land and Buildings law N.J.S.A. 40A:12-13(a); and

Other Expenses	\$ 1,000.00
Tax Assessor:	
Salaries and Wages	\$ 2,000.00
Legal Services O/E:	\$12,000.00
Engineering O/E:	\$12,000.00
Group Medical Insurance	\$ 60,000.00
Police Department:	
Salaries and Wages	\$ 50,000.00
Other Expenses	\$ 10,000.00
OEM:	
Salaries and Wages	\$ 500.00
Other Expenses	\$
Aid to Volunteer Fire Companies:	
Mansfield Fire Company	\$ 10,000.00
TriCounty Fire Company	\$ 10,000.00
Mt. Bethel Fire Company	\$ 5,000.00
Aid to Volunteer Ambulance Company:	
First Aid Squad Contribution	\$ 7,500.00
Fire Hydrant::	
Other Expenses	\$ 1,000.00
Streets and Roads:	
Salaries and Wages	\$ 30,000.00
Streets and Roads:	
Other Expenses	\$ 5,000.00
Other Expenses:	\$ -7,000.00
(this is a correction to the last Temporary Budget)	
Garbage Removal:	\$ 500.00
Senior Citizens Activities:	\$ 4,000.00

Utility Bulk Purchases:	
Telephone	\$
Fuel Oil/Heating	\$
Electric	\$
Fuel/Gasoline	\$
Natural Gas	\$ 200.00
Fuel Diesel	\$
Social Security	\$ 25,000.00
Capital Lease:	\$ 40,000.00
Interlocal Services:	
Washington Twp. Planning Board	\$ 3,000.00
Borough of Washington Animal	\$ 2,500.00
Municipal Court:	
Salaries and Wages Court Security	\$ 25,000.00
Total Emergency Appropriation	\$ 347,200.00

**TOWNSHIP OF MANSFIELD
 WARREN COUNTY, NEW JERSEY
 AUTHORIZING PAYMENT OF BILLS LIST**

NO.2023-183

ADOPTED: May 24, 2023

WHEREAS, the Township Committee of the Township of Mansfield, County of Warren, finds and declares that certain municipal obligations have come due and are now payable; and **WHEREAS**, the Township Committee further finds and declares that said obligations have been itemized on the annexed schedules, which are hereby deemed part of this Resolution; **NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Mansfield does hereby authorize payment of said municipal obligations, in accordance with the recommendations of the Chief Financial Officer and the Deputy Treasurer, from the following accounts and in the following amounts:

PREPAID LIST	
CURRENT	\$
CAPITAL	
TRUST	\$
DOG	\$
RECREATION	
OPEN SPACE	\$
DEV ESCROW	

UNEMPLOYMENT	\$
TAX PREMIUM	
MANDATORY DEV	
OUTSIDE EMPLOY	
TOTAL	\$

BILLS LIST	
CURRENT	\$537,245.53
CAPITAL	\$57,115.93
TRUST	\$
DOG	\$
RECREATION	\$
GRANT	\$6,778.25
DEV ESCROW	\$1,407.51
UNEMPLOYMENT	\$
TAX PREMIUM	\$
MANDATORY DEV	\$
OUTSIDE EMPLOY	\$
GREEN TEAM	\$217.98
TOTAL	\$602,765.20

**TOWNSHIP OF MANSFIELD
 WARREN COUNTY, NEW JERSEY
 AUTHORIZING ISSUANCE OF ESTIMATED PROPERTY TAX BILLS**

NO. 2023-184

ADOPTED: May 24, 2023

WHEREAS, the Township Committee of the Township of Mansfield, County of Warren, introduced and approved its 2023 Municipal Budget on May, 10, 2023 and plans to adopt the 2023 Municipal Budget on June 14, 2023;

WHEREAS, regular tax bills cannot be printed and sent if the Township of Mansfield has not yet received approval of the 2023 Municipal Budget from the State;

WHEREAS, the Township Committee of the Township of Mansfield finds and declares that the Township financial officials have determined that it is in the best financial interest of the Township of Mansfield to issue estimated tax bills in order to ensure sufficient cash flow to support the operations of the Township until the 2023 Municipal Budget is approved by the State and a tax rate is struck by the County and regular tax bills can be printed and sent;

WHEREAS, the Township Committee of the Township of Mansfield further finds and declares that Judith Curran, CFO and Tax Collector, has reviewed and computed an estimated tax levy in accordance with N.J.S.A. 54:4-66.3 which allows a tax levy of .95% to 1.05% of the prior year's tax levy, and is seeking authorization to issue property tax bills based upon the estimated tax levy using a rate of 1.02%;

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

1. Judith Curran, Tax Collector for the Township of Mansfield, be and is hereby authorized and directed to prepare and issue estimated tax bills for the Township of Mansfield for the third quarter 2023 in accordance with N.J.S.A. 54:4-66.2 et seq.;
2. That the entire estimated tax levy for FY 2023 be and is hereby set at \$24,840,102.59 per the attached spreadsheet;

3. That Judith Curran, Tax Collector for the Township of Mansfield, be and is hereby authorized to undertake any and all additional steps deemed necessary and appropriate to immediately implement the substance of this Resolution.

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY
APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT
WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE LOCAL
TRANSPORTATION PROJECTS FUND**

NO. 2023-185

ADOPTED: May 24, 2023

WHEREAS, the Township Committee of the Township of Mansfield, County of Warren, desires that a grant application be submitted with the New Jersey Department of Transportation for the Local Transportation Projects Fund;

WHEREAS, Richard Quamme, Township Engineer, with Ferriero Engineering is seeking the approval to submit such grant application;

WHEREAS, the submission of the grant application also requires the execution of a grant agreement;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield formally approves the grant application for the above stated program.

BE IT FURTHER RESOLVED that the Mayor and Township Committee are hereby authorizing Ferriero Engineering to submit an electronic grant application to the New Jersey Department of Transportation on behalf of the Township of Mansfield.

BE IT FURTHER RESOLVED that Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Mansfield and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY
RESOLUTION AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY NO
LONGER NEEDED FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE**

NO. 2023-186

ADOPTED: May 24, 2023

WHEREAS, the Township of Mansfield has determined that surplus property of assorted Soccer Equipment and uniforms are no longer needed for public use; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) authorizes the sale of surplus personal property no longer needed for public use using an online auction service from June 6, 2023 for 7 days; and

WHEREAS, the Township of Mansfield intends to utilize the online auction services of GovDeals located at www.govdeals.com; and

WHEREAS, the sales are being conducted pursuant to the Division of Local Government Services Local Finance Notice 2008-9;

WHEREAS, the dates of publication for the auction are to be May 29th, 2023 and June 5th, 2023 as required by Local Land and Buildings law N.J.S.A. 40A:12-13(a); and

WHEREAS, the auction is expected to begin on June 6, 2023; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, that the Township of Mansfield is hereby authorized to sell the surplus property as indicated above on an online auction website entitled www.govdeals.com; and

BE IT FURTHER RESOLVED, that the terms and conditions of the agreement entered between GovDeals and the Township of Mansfield are available at www.govdeals.com and in the Township of Mansfield Clerks office.

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, NEW JERSEY
AUTHORIZING PAYMENT OF BILLS LIST**

NO. 187

ADOPTED: May 24, 2023

WHEREAS, the Township Committee of the Township of Mansfield, County of Warren, authorized Judith Curran, Temporary QPA, to solicit RFPs (Request for Proposals) for Lawn Mowing and Trimming Services;

WHEREAS, RFPs were due by 10:00 am on May 17, 2023;

WHEREAS, one sealed RFP was received and opened on May 17, 2023 in accordance with the advertised date for acceptance of RFPs from the following vendor:

ACF Greenscapes, Inc.

WHEREAS, the RFP contained a base bid and three alternates;

WHEREAS, the Township Committee wishes to award the contract for the base bid of \$47,958 for the Lawn Mowing and Tree Trimming for Municipal Parks and Municipal Properties as stated in the RFP;

WHEREAS, under New Jersey Local Public Contract Law, only one RFP is required in order for the Township Committee to award a contract;

WHEREAS, the Chief Financial Officer has certified that funds are available for Lawn Mowing and Tree Trimming Services under budget account number 3-01-310-0000-4231, Buildings and Grounds -- Other Expense;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield does hereby award the above- mentioned contract to ACF Greenscapes, Inc. per the above.

EXECUTIVE SESSION

On a motion by Mr. Hayes seconded by Mr. McGuinness, the Township Committee unanimously voted to enter into executive session at 7:47 pm.

Mr. Baldwin announced the following to be discussed in Executive Session:

- Attorney/client privilege matter
- Contractual matter

RETURN TO REGULAR SESSION

On a motion by Mr. Hayes, seconded by Mr. McGuinness, the Township Committee unanimously voted to return to public session at 8:15 pm.

Mr. Baldwin announced the following discussed in Executive Session:

- Attorney/client privilege matter
- Contractual matter

No official action was taken. Copies of these minutes will be available at such time the Committee determines there is no longer a harm to the public interest.

Medical Essentials Diagnostics – Mayor Watters asked if anyone wanted to take advantage of this program. Mrs. Ricks stated she hasn't gotten any interest from the employees.

Budget – Grants and COVID money were discussed.

Mr. Hayes made a motion to authorize the CFO to enter into a payment plan with Mr. Kirchner regarding the overpayment he received which was seconded by Mr. McGuinness.

Recorded Vote

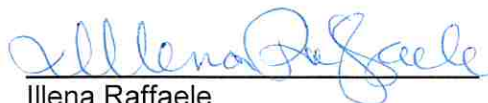
Aye: Mr. McGuinness, Mr. Hayes & Mayor Watters
Nay: XXXXXX
Absent : Mr. Farino & Mrs. Mora Dillon
Abstain: XXXXXX

Mr. Hayes stated he and Mr. McGuinness attended a meeting on disaster responses of county and local firefighters and first responders.

Mansfield School – Mayor Watters commented on the administrative positions and their budget.

There being no further business, Mr. Hayes made a motion and the Regular Meeting was unanimously adjourned at 8:21 pm.

Respectfully submitted,



Illena Raffaele
Township Deputy Clerk