



**AGENDA OF THE REGULAR MEETING OF THE TOWNSHIP COMMITTEE OF
THE TOWNSHIP OF MANSFIELD**

APRIL 24, 2024

7:30 PM

This is a regular meeting of the Township of Mansfield Committee. This meeting is being held in compliance with the "OPEN PUBLIC MEETINGS ACT", because adequate notice of this meeting has been provided by notifying the Express Times NJ Zone and The Daily Record, and by posting notice of such meeting in the Municipal Building and by filing of said notice with the Township Clerk of the Township of Mansfield. Formal action may be taken at this meeting.

THIS IS NOT AN OFFICIAL DOCUMENT. It is listed as a courtesy and attempt to inform the public of actions being considered by the Township Committee of the Township of Mansfield. There may be additions or deletions prior to the Committee taking final action.

ROLL CALL:

SALUTE TO FLAG:

APPROVAL OF THE MINUTES

Executive Session- April 10, 2024

Regular Session- April 10, 2024

CLERK'S REPORT

FINANCE REPORT

EMPLOYEES' REPORTS

ENGINEER'S REPORT

PUBLIC PORTION

ORDINANCE: PUBLIC HEARING AND SECOND READING

#007-2024 An Ordinance of the Township of Mansfield to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank

RESOLUTIONS (taken separately)

#115-2024 Resolution Authorizing Payment of Municipal Obligations

CONSENT AGENDA

#116-2024 Resolution Authorizing Acceptance of Driveway Bond for 45 Redwood Run

#117-2024 Resolution Authorizing Property Tax Exemption for Total Disabled Veteran- Block 804.02, Lot 19.02

#118-2024 Resolution Authorizing Property Tax Exemption for Total Disabled Veteran- Block 1501.04, Lot 7

#119-2024 Resolution Authorizing Payment of Unused Vacation Time for Judith Curran

NEW BUSINESS

COMMITTEE PERSON COMMENTS

EXECUTIVE SESSION

#120-2024 Executive Session

RETURN TO REGULAR SESSION

ADJOURN



TOWNSHIP OF MANSFIELD
COUNTY OF WARREN

ORDINANCE 007-2024

AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY, TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK

STATEMENT OF PURPOSE

The purpose of this Ordinance is to exceed the Municipal Budget appropriation limits and to establish a CAP bank

WHEREAS, the Local Government CAP Law, N.J.S.A. 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 2024 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 amount, amounting to \$59,184.36 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 RESOLVED, by the Committeepersons of the Township of Mansfield, in the County of Warren, State of New Jersey, a majority of the full authorized membership of this governing body affirmatively concurring that, in the CY 2024 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 \$207,145.26, and that the CY 2024 municipal budget for the Township of Mansfield be approved and adopted in accordance with this ordinance; and

NOW, THEREFORE BE IT FURTHER RESOLVED, 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

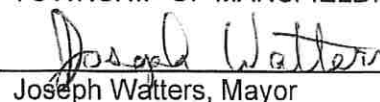
NOW, THEREFORE BE IT FURTHER RESOLVED, that a certified copy of this ordinance as introduced be uploaded to the FAST System for the Director of the Division of Local Government Services within five (5) days of introduction; and

NOW, THEREFORE BE IT FURTHER RESOLVED, 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 five (5) days after such adoption.

ATTEST:


Wendy Barras, Township Municipal Clerk

TOWNSHIP OF MANSFIELD:


Joseph Walters, Mayor

Motion: Introduce Ordinance Moved by: Mora Dillon ; Seconded by: Hayes
Vote: Motion carried by roll call vote (Summary: Yes=5)
Yes: Farino, Hayes, Mc Guinness, Mora Dillon, Watters
No:
Abstain:
Absent:

Published: April 16, 2024
Public Hearing: April 24, 2024

Motion: Adopt Ordinance Moved by: ; Seconded by:
Vote: Motion carried by roll call vote (Summary: Yes=)
Yes:
No:
Abstain:
Absent:

Adopted:
Published:

CERTIFICATION

I, Wendy Barras, Township Municipal Clerk of the Township of Mansfield, do hereby certify that the foregoing Ordinance was duly adopted by the Township of Mansfield Committee on the of , 2024.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD
COUNTY OF WARREN

RESOLUTION 115-2024

A RESOLUTION AUTHORIZING PAYMENT OF BILLS LIST

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, County of Warren, State of New Jersey 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:

BILLS LIST	
CURRENT- 3-01	\$ 3,282.68
CURRENT- 4-01	\$ 110,764.39
FEDERAL/STATE GRANT FUND	\$ 2,806.40
MANDATORY DEVELOPMENT FEES	\$ 325.00
TOTAL	\$117,178.47

Motion: Approve Resolution Moved by: _____ ; Seconded by:
Vote: Motion carried by roll call vote (Summary: Yes=)
Yes:
No:
Abstain:
Absent:

I, Wendy Barras, Township Municipal Clerk of the Township of Mansfield, in the County of Warren, State of New Jersey hereby certify this to be a true copy of the action of the Governing Body, at its' Regular Meeting held on April 24, 2024. Witness my hand this _____ day of _____, 2024.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD
COUNTY OF WARREN

RESOLUTION 116-2024

A RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN AND STATE OF NEW JERSEY, ACCEPTING A DRIVEWAY BOND FOR 45 REDWOOD RUN

WHEREAS, in accordance with Mansfield Township code section 167-11 (Certificate of Occupancy) no certificate of occupancy shall be issued unless the driveway has been completed in accordance with the approved plan; and

WHEREAS, notwithstanding anything to the contrary hereinbefore mentioned, a developer may, during the period from November 1 to April 15, apply for a certificate of occupancy and defer completion of a driveway in accordance with the approved plan; provided however, such developer posts a driveway bond with the Township of Mansfield; and

WHEREAS, Ryan Homes, the developer of the property located at 45 Redwood Run has submitted check number 660404 in the amount of \$ 1,500.00 representing the driveway bond for the project; 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 driveway bond stated above submitted by Ryan Homes is hereby accepted. The Township Municipal Clerk is authorized and directed to forward a copy of this resolution to the developer.

Motion: Approve Resolution Moved by: _____ ; Seconded by _____
Vote: Motion carried by roll call vote (Summary: Yes=5)

Yes:
No:
Abstain:
Absent:

I, Wendy Barras, Township Municipal Clerk of the Township of Mansfield, in the County of Warren, State of New Jersey hereby certify this to be a true copy of the action of the Governing Body, at its Regular Meeting held April 24, 2024. Witness my hand this _____ day of April, 2024.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD
COUNTY OF WARREN

RESOLUTION 117-2024

AUTHORIZING THE AUTHORIZING OF THE DECLARATION OF THE OWNER OF BLOCK 1501.04, LOT 7 AS A TOTALLY DISABLED VETERAN AND EXEMPT FROM PROPERTY TAXES

WHEREAS, the Tax Assessor of the Township of Mansfield has granted an exemption of property taxes for a totally disabled veteran who owns and resides at Block 1501.04, Lot 7; and

WHEREAS, the owner at this property has submitted the necessary paperwork verifying his exempt status; and

WHEREAS, the Tax Assessor had declared this owner totally exempt as of February 1, 2024; and

WHEREAS, the Tax Collector has calculated the following taxes that should be cancelled as of February 1, 2024:

1st quarter 2024: \$174.64 and 2nd quarter: \$266.40

WHEREAS, taxes in the amount of \$257.40 were paid for 1st quarter 2024 taxes and \$91.76 was due for the month of January, 2024; and

WHEREAS, the amount to be refunded to the owner/resident of Block 1501.04, Lot 7 is \$174.64;

Total to be refunded: \$174.64

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey does hereby adopt this Resolution and authorizes the tax collector to refund the total amount of \$174.64 to the owner/resident of Block 1501.04, Lot 7 and authorizes the cancellation of 1st and 2nd quarter 2024 taxes per the above.

Motion: Approve Resolution Moved by: ; Seconded by
Vote: Motion carried by roll call vote (Summary: Yes=5)

Yes:
No:
Abstain:
Absent:

I, Wendy Barras, Township Municipal Clerk of the Township of Mansfield, in the County of Warren, State of New Jersey hereby certify this to be a true copy of the action of the Governing Body, at its Regular Meeting held April 24, 2024. Witness my hand this day of April, 2024.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD
COUNTY OF WARREN

RESOLUTION 118-2024

AUTHORIZING THE AUTHORIZING OF THE DECLARATION OF THE OWNER OF BLOCK 804.02, LOT 19.02 AS A TOTALLY DISABLED VETERAN AND EXEMPT FROM PROPERTY TAXES

WHEREAS, the Tax Assessor of the Township of Mansfield has granted an exemption of property taxes for a totally disabled veteran who owns and resides at Block 804.02, Lot 19.02; and

WHEREAS, the owner at this property has submitted the necessary paperwork verifying his exempt status; and

WHEREAS, the Tax Assessor had declared this owner totally exempt as of October 27, 2023; and

WHEREAS, the Tax Collector has calculated the following taxes that should be cancelled as of October 27, 2023:

4th quarter 2023: 4 days for October, 2023, 30 days for November, 2023, and 31 days for December, 2023, 1st and 2nd quarters of 2024.

WHEREAS, taxes for 1st and 2nd quarters 2024 have not been paid so the tax collector will cancel these taxes; and

WHEREAS, taxes for the 4th quarter 2023 were paid in full and will be refunded to the owner/resident of Block 804.02, Lot 19.02 as follows:

4th quarter 2023 taxes paid: \$2,391.91/92 days = \$26.00 per day

4 days in October = 4 X \$26.00 =	\$104.00
30 days in November = 30 X \$26.00 =	\$780.00
31 days in December = 31 X \$26.00 =	\$806.00
Total to be refunded:	\$1,690.00

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey does hereby adopt this Resolution and authorizes the tax collector to refund the total amount of \$1,690.00 to the owner/resident of Block 804.02, Lot 19.02 and authorizes the cancellation of 1st and 2nd quarter 2024 taxes per the above.

Motion: Approve Resolution Moved by: _____; Seconded by _____
Vote: Motion carried by roll call vote (Summary: Yes=5)

Yes:
No:
Abstain:
Absent:

I, Wendy Barras, Township Municipal Clerk of the Township of Mansfield, in the County of Warren, State of New Jersey hereby certify this to be a true copy of the action of the Governing Body, at its Regular Meeting held April 24, 2024. Witness my hand this _____ day of April, 2024.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD
COUNTY OF WARREN

RESOLUTION 119-2024

**AUTHORIZING THE PAYMENT OF ACCRUED UNUSED VACATION TIME
FOR JUDITH CURRAN**

WHEREAS, Judith Curran, CFO/Tax Collector/Office Manager, informed the Township Committee of the Township of Mansfield in a closed session meeting held on April 10, 2024 that she is resigning from her positions as of April 30, 2024;

WHEREAS, Ms. Curran formally submitted her resignation via email to the Township Committee on Friday, April 12, 2024;

WHEREAS, in her resignation letter, Ms. Curran informed that she is entitled to be paid for nine (9) accrued unused vacation days;

WHEREAS, the amount to be paid to Ms. Curran for these days is \$4,186.80 (\$465.20 X 9 days);

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield does hereby adopt this Resolution and authorizes the payment of the above to Judith Curran through the payroll processing system.

Motion: Approve Resolution Moved by: _____ ; Seconded by _____
Vote: Motion carried by roll call vote (Summary: Yes=5)

Yes:
No:
Abstain:
Absent:

I, Wendy Barras, Township Municipal Clerk of the Township of Mansfield, in the County of Warren, State of New Jersey hereby certify this to be a true copy of the action of the Governing Body, at its Regular Meeting held April 24, 2024. Witness my hand this _____ day of April, 2024.

Wendy Barras, Township Municipal Clerk



TOWNSHIP OF MANSFIELD
COUNTY OF WARREN

RESOLUTION 120-2024

**RESOLUTION AUTHORIZING EXECUTIVE SESSION OF THE
TOWNSHIP COMMITTEE**

WHEREAS, the Township Committee of the Township of Mansfield is authorized, pursuant to N.J.S.A. 10:4-12 to exclude the public from that portion of this meeting for purposes of discussing specific matters as permitted by N.J.S.A. 10:4-12; and;

WHEREAS, the Township Committee of the Township of Mansfield intends to discuss certain matters which are deemed confidential pursuant to N.J.S.A. 10:4-12, in Executive Session; and

WHEREAS, at this time the Township Committee of the Township of Mansfield cannot determine the time when the discussion to be held in Executive Session will be made public, but will disclose the minutes of the Executive Session when the need for confidentiality no longer exists.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, that this meeting shall be adjourned to an Executive Session and the public will be excluded in order that the Township Committee of the Township of Mansfield may discuss the items listed below:

Personnel

Department of Public Works

Contractual

Lead Paint Inspection Law – P.L. 2021, c.182
Cell Tower Lease – 100 Port Murray Rd.

Motion: Approve Resolution Moved by: _____ ; Seconded by:
Vote: Motion carried by roll call vote (Summary: Yes=)

Yes:
No:
Abstain:
Absent:

I, Wendy Barras, Township Municipal Clerk of the Township of Mansfield, in the County of Warren, State of New Jersey hereby certify this to be a true copy of the action of the Governing Body, at its Regular Meeting held on April 24, 2024. Witness my hand this _____ day of _____, 2024.

Wendy Barras, Township Municipal Clerk