

**TOWNSHIP OF MANSFIELD COMMITTEE MEETING
OFFICIAL MINUTES
JUNE 12, 2024**

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.

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.

ROLL CALL

Present: Mr. Farino, Mr. Hayes, Mr. Mc Guinness, Mrs. Mora Dillon, Mayor Watters

Absent:

Also, present were Township Attorney Michael Lavery, Township Clerk Wendy Barras, Police Chief MacDonough, Deputy Treasurer JoAnn Fascenelli, and Deputy Clerk Illena Raffaele

There were 3 members of the public present.

SALUTE TO THE FLAG: Mayor Watters led the flag salute.

APPROVAL OF MINUTES

May 22, 2024 – EXECUTIVE SESSION

Mr. Hayes, seconded by Mr. Mc Guinness made a motion to approve the Executive Session meeting minutes from May 22, 2024.

RECORDED VOTE

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

May 22, 2024 – REGULAR SESSION

Mr. Mc Guinness, seconded by Mr. Hayes made a motion to approve the Regular Session meeting minutes from May 22, 2024.

RECORDED VOTE

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

CLERK'S REPORT

Township Clerk Barras reported the following:

- **Dog Licenses** – Late fees collected from May 1st to June 10th - \$955.00; summonses will be mailed out on Friday.
- **Farmland Assessment**- forms will be mailed out on Friday
- **Stormwater Compliance** – attended the NJDEP inspection of the DPW yard and township requirements; report and follow up for the Township's Tier A Permit was included in your packet for review; Township was severely deficient in the Public Outreach and Education- working on different ways to increase # of points in this area for 2024 report including updating stormwater website page,

public display in the lobby, handouts, required training videos for both myself and DPW and at some point for the Committee and Land Use Board members

- **OPRA Reform Bill** signed by Governor Murphy last week, effective Sept 3rd
 - Attorney fees assessed are now “may” instead of “shall”
 - Record custodian no longer personally fined; fine is with public agency
 - Requestor needs to specify for commercial purposes- more exemptions for such request

FINANCE REPORT

Mrs. Fascenelli discussed the 36 tax sale assignments. The budget for the 2022 in rem foreclosures is almost depleted. Auditors will be beginning the 2023 audit the week of June 17th. The tax collector will be seeking assistance from Attorney Lavery’s office regarding the tax sale.

ENGINEER’S REPORT

Mr. Quamme discussed the following:

- Mitchell Rd. Improvements additional funds grant- MA-2025 application
- MA-2022 & 2023 Snyder Rd. Improvements
- Grandview Estates detention basin outflow – report and recommendations will be submitted at next meeting.
- LTFP-2023 Snyder Road Improvements Section 2
- NJDEP 2024 Compliance Evaluation and Assistance Inspection

PUBLIC PORTION

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

Glenn Todd, 475 Rockport Rd., voiced his concerns regarding the upgraded lighting at Borealis and the nuisance it has become to the surrounding area. Township Engineer and Zoning officer will look into the matter and report back to the Committee.

Seeing no one else wishing to comment, the Public Portion was closed.

ORDINANCE: PUBLIC HEARING AND SECOND READING

#009-2024 An Ordinance Of The Township Of Mansfield, County Of Warren, State Of New Jersey, Supplementing And Amending The Township Code To Add New Chapter 285, “Soil/ Fill Importation”

Mayor Watters opened the Public Hearing on Ordinance #009-2024. Seeing no one wishing to comment, he closed the Public Hearing. Mr. Hayes, seconded by Mr. Mc Guinness made a motion to adopt Ordinance #009-2024.

RECORDED VOTE

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

ORDINANCE 009-2024

AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY, SUPPLEMENTING AND AMENDING THE TOWNSHIP CODE TO ADD NEW CHAPTER 285, “SOIL/ FILL IMPORTATION”

STATEMENT OF PURPOSE

The purpose of this Ordinance is to add a new Chapter to the Township Code, Chapter 285, "Soil/ Fill Importation" and to provide regulations for soil and fill importation

WHEREAS, the New Jersey Department of Environmental Protection encourages municipalities to adopt an ordinance to proactively regulate imported soil in an effort to keep contaminants from being deposited on residential, construction, and development sites; and

WHEREAS, the Township Committee deem it in the best interest of the health, safety, and welfare of the Township to adopt such ordinance.

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

§ 285. Soil Importation.

A. Purpose.

1. The purpose of this section is to manage the importation and deposition of soil/fill to protect the safety, public health, and general welfare of the community and the environment. The adoption and enforcement of this section does not exempt an applicant from other required local, state, or federal approvals or local Soil Conservation District requirements and is meant to act in conjunction with all Soil Conservation District requirements and other applicable requirements with regards to acceptability and placement of soil/fill materials.
2. This section does not apply to soil/fill imported for the purposes of remediation pursuant to the Administrative Requirements for the Remediation of Contaminated Sites (ARRCS, N.J.A.C. 7:26C) and Technical Requirements for Site Remediation (N.J.A.C. 7:26E), operation and/or closure of sanitary landfills (N.J.A.C. 7:26) or dredge repository sites approved by state or federal agencies.

B. Definitions.

1. For purposes of this section, the terms used herein are defined as follows:

ACCEPTABLE SOIL/FILL — Non-water-soluble, non-decomposable, inert solids such as soil, subsoil, topsoil, sand, clay, loam, gravel, humus, rock, concrete, brick, glass, and/or clay or ceramic products, free of construction/demolition debris, garbage, refuse, or sludge and not containing concentrations of one or more contaminants that exceed the New Jersey Department of Environmental Protection (NJDEP) Residential Direct Contact Soil Remediation Standards or Non-Residential Direct Contact Soil Remediation Standards, whichever is more stringent, as set forth in N.J.A.C. 7:26D, Remediation Standards.

APPLICANT — The property owner requesting a soil importation permit as provided for in this section.

CONSTRUCTION/DEMOLITION DEBRIS — Mixed-waste building material and rubble resulting from construction, remodeling, repair, and demolition operations on houses, commercial buildings, pavements and other structures that includes, but is not limited to, treated and untreated wood scrap; tree parts, tree stumps and brush; plaster and wallboard; roofing materials; corrugated cardboard and miscellaneous paper; ferrous and nonferrous metal; non-asbestos building insulation; plastic scrap; carpets and padding; and other miscellaneous materials.

CONTAMINATED PROPERTY — Any property, including but not limited to structures, sediment, soil, and water, that contains a contaminant which is present at such levels or concentration as to require action pursuant to any federal or state statutes or regulations.

CONTAMINATED SOIL/FILL — Any soil/fill containing contaminants exceeding the current

requirements for the most stringent concentrations between the Non-residential and Residential Direct Contact Soil Remediation Standards pursuant to N.J.A.C. 7:26D, Remediation Standards.

DREDGED MATERIAL — Sediments removed from under a body of water such as, but not limited to, a bay, harbor, lake, stream, and river, removed during a dredging operation that are displaced or removed to another location.

FILL — Material placed at a location for the purpose of filling low areas, changing the contours of an area, stabilizing existing grades and/or raising the grade of an area. "Fill" usually consists of soil, but may also include non-water-soluble, non-decomposable, inert solids, such as rock, gravel, brick, block, concrete, glass, and/or clay or ceramic products or any combination thereof.

PERMIT — The official document issued by the Municipality approving the soil importation application.

PERSON — Includes an individual, firm, corporation, association, society or partnership, or other business entity and their agents or employees.

REMEDIAL ACTION — As defined in the Technical Requirements for Site Remediation (Technical Requirements) at N.J.A.C. 7:26E-1.8, those actions taken at a contaminated site as may be required by the Department, including, without limitation, removal, treatment measures, containment, transportation, securing, or other engineering or institutional controls, whether to an unrestricted use or otherwise, designed to ensure that any contaminant is remediated in compliance with the applicable remediation standards. A remedial action continues as long as an engineering control or an institutional control is needed to protect the public health and safety and the environment, and until all unrestricted use remediation standards are met.

REMEDICATION — As defined in the Technical Requirements at N.J.A.C. 7:26E-1.8, all necessary actions to investigate and cleanup or respond to any known, suspected, or threatened discharge, including, as necessary, the preliminary assessment, site investigation, remedial investigation, and remedial action; provided, however, that "remediation" or "remediate" shall not include the payment of compensation for damage to, or loss of, natural resources.

- C. Permit required. No person shall cause the placement of any soil, as defined in § 285.B, on any premises in the Township of Mansfield whether such material be for sale or gift, unless a permit therefor is first secured from the Township Engineer, Township Land Use Board or Township Committee as hereinafter provided.
- D. Issuing authorities.
1. The Township Engineer shall be the issuing authority as to soil filling permits for 100 to 500 cubic yards
 2. The Land Use Board shall be the issuing authority as to soil filling and removal permits involving from 501 to 2,000 cubic yards of soil.
 3. The Township Committee shall be the issuing authority as to soil filling and removal permits involving 2,001 or greater cubic yards of soil, to be known as large bulk permits. The applicant shall prepare a report which justifies the proposed activity in relation to the Master Plan and Ordinances of the Township.
- E. Exceptions and exemptions. A permit shall not be required when any of the following exceptions/exemptions are applicable:
1. Virgin quarry products including, but not limited to, rock, stone, gravel, sand, clay, and other mined natural products.
 2. Fill for septic tanks or sanitary installations provided a permit has been issued by the Construction Official and/or Warren County Department of Health as required by law.
 3. The placement of soil in and upon lands enrolled in the Soil Conservation Program of the Upper Delaware Soil Conservation District, Department of Agriculture Soil Conservation Service and for which lands an approved farm plan has been established by said agency.

4. The placement of any soil undertaken in furtherance of a subdivision or site plan approval issued by the Township of Mansfield Land Use Board.
5. The placement of any soil in furtherance of an environmental site remediation that is supervised by a licensed site remediation professional.
6. The storage of sand, soil, stone, topsoil, mulch or other similar materials on lawfully existing landscaping and contractor yards.
7. Minor filling associated with landscaping activities at any property where less than 100 cubic yards, per year, of acceptable soil/fill material is being deposited.
8. Acceptable soil/fill material being moved from one section of an owner's property to another section of the same property.
9. The Township and any of its commissions/boards are exempt from any fees associated with this ordinance.

F. Application for minor permit. The property owner receiving the soil/fill material is responsible for obtaining the permit.

1. Application for a soil importing permit is required for 100 to 500 cubic yards. It shall be filed with the Township Engineer who shall issue the permit based upon finding substantial compliance with the provisions of this section; provided, however, the Township Engineer shall have the authority to deny a permit if it is determined that the placement of soil would be detrimental to the health, safety, or welfare of the general public. The approval or denial shall be provided to the applicant within 30 business days of the Township Engineer's receipt of the application. In the event the Township Engineer has not responded within that time frame, the applicant shall be notified via regular mail or email that additional time is required.
2. Application for a soil importing permit shall be accompanied by a fee calculated in accordance with Subsection L.
3. The application shall set forth the following:
 - (a) Name and address of the applicant.
 - (b) Name and address of the owner, if other than the applicant.
 - (c) Executed authorization/permission from the property owner to conduct any and all activities that are set forth in the permit.
 - (d) The description and location of the land in question, including the tax map block and lot numbers.
 - (e) The purpose or reason for placement of soil/fill.
 - (f) The nature and quantity, in cubic yards, of soil/fill to be imported.
 - (g) The source of material to be used as soil/fill and certification that the soil/fill can be considered "clean fill" as regulated by local and state regulations, as per DEP standards for residential clean fill.
 - (h) Source from where the soil/fill is coming to be shown on the plans, including tax lot and block; owner's name and municipality.
 - (i) The location to which the soil/fill is to be placed.
 - (j) The proposed date of completion of the soil/fill (no permit shall be issued for a period greater than one year from the date of issue).
 - (k) Other supporting documentation as required to adequately address and comply with the purpose and the provisions of this section.
 - (l) An approved soil erosion and sediment control permit (if applicable).

G. Major soil importing application referral to Land Use Board.

1. The application for a major soil/fill importing placement permit, defined as any application to import from 501 to 2,000 cubic yards of soil, shall be referred to the Land Use Board for site plan approval. In addition to complying with the requirements of Subsection F3, any such

application shall also be accompanied by a topographic map or maps prepared and certified by a professional engineer licensed in the State of New Jersey. The scale of said map shall not be more than 100 feet to the inch and shall include the following:

- (a) Key map.
- (b) Existing contour lines at five-foot intervals.
- (c) Proposed contour lines at five-foot intervals after the soil/fill is placed on the parcel.
- (d) All existing structures, all existing roads and drainage within 200 feet of the property.
- (e) Location of all property lines.
- (f) Location of any wetlands, streams, or other environmentally sensitive areas on the property.
- (g) Source from where the soil/fill is coming from shall be shown on the plans, including tax lot and block; owner's name and municipality.
- (h) Location of any topsoil or fill storage areas.
- (i) Soil erosion and sediment control measures.
- (j) Cross sections of the soil/fill areas at fifty-foot intervals.

2. The Land Use Board shall schedule a public hearing and shall notify the applicant of the date of such hearing. The applicant shall provide notice in accordance with Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq. Five days prior to the hearing, the applicant shall present to the Township Land Use Board Secretary the following:

- (a) Certification, in the form of an affidavit, signed and sworn by the applicant, affirming that he has notified all property owners within 200 feet, including certified notice receipts.
- (b) Proof of publication in the official newspaper of the Township at least 10 days prior to the hearing.

3. The Land Use Board shall require an applicant to post the application and escrow fees as may be required pursuant to site plan review.

4. The Land Use Board shall schedule a public hearing and shall notify the applicant of the date of such hearing. The applicant shall provide notice in accordance with Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq. Five days prior to the hearing, the applicant shall present to the Township Land Use Board Secretary the following:

- (a) Certification, in the form of an affidavit, signed and sworn by the applicant, affirming that he has notified all property owners within 200 feet, including certified notice receipts.
- (b) Proof of publication in the official newspaper of the Township at least 10 days prior to the hearing.

5. The Land Use Board shall require an applicant to post the application and escrow fees as may be required pursuant to site plan review.

H. Large bulk importing application referral to Township Committee.

1. The application for a large bulk soil/fill importing placement permit, defined as any application to import in excess of 2,001 cubic yards, shall be referred to the Township Committee. In addition to complying with the requirements of Subsection F3, any such application shall also be accompanied by a topographic map or maps prepared and certified by a professional engineer licensed in the State of New Jersey. The scale of said map shall not be more than 100 feet to the inch and shall include the following:

- (a) Key map.
- (b) Existing contour lines at five-foot intervals.
- (c) Proposed contour lines at five-foot intervals after the soil/fill is placed on the parcel.

- (d) All existing structures, all existing roads and drainage within 200 feet of the property.
 - (e) Location of all property lines.
 - (f) Location of any wetlands, streams, or other environmentally sensitive areas on the property.
 - (g) Source from where the soil/fill is coming from shall be shown on the plans, including tax lot and block; owner's name and municipality.
 - (h) Location of any topsoil or fill storage areas.
 - (i) Soil erosion and sediment control measures.
 - (j) Cross sections of the soil/fill areas at fifty-foot intervals.
- I. Factors to be considered in approving permits. The Township Engineer (minor permit), Township Land Use Board (major permit) or Township Committee (bulk permit) shall be guided by and take into consideration the public health, safety and general welfare and the general purposes of municipal planning. Particular consideration shall be given to the following factors:
- 1. Soil erosion by water and wind.
 - 2. Surface water drainage.
 - 3. Soil fertility.
 - 4. Lateral support of abutting streets and lands.
 - 5. Public health and safety.
 - 6. Land values and uses.
 - 7. Existing contours and topographic character of the land prior to the placement of any soil/fill and proposed contours which will result subsequent to the placement of soil/fill in accordance with the soil fill application.
 - 8. Whether the proposed placement of soil is necessary and incidental to the development of the property for its intended use or whether the proposed placement of soil/fill constitutes primarily a commercial activity.
 - 9. Such other factors as may bear upon or relate to the coordinated, adjusted, and harmonious physical development of the municipality.
 - 10. Comments and recommendations of the Township Engineer.
- J. Issuance of permit and operating requirements.
- 1. A permit shall be issued after the approval of the application by the Township Engineer (minor permit), the Township Land Use Board (major permit) or by Township Committee (bulk permit). The approval shall specifically list the total number of cubic yards of soil/fill authorized to be placed on the property.
 - 2. If a permit is issued for the placement of soil/fill, the owner or person in charge shall conduct the operations to ensure there are no sharp declivities, pits, or depressions, and in such a manner that the area shall be properly leveled off, cleared of debris, and graded to conform with the contour lines and grades as required and shown on the approved plan.
 - 3. Soil/fill shall not be deposited or in any way placed upon adjoining property or public roads. Any soil/fill or material resulting from any such operation accumulating on any adjoining property or public road shall be removed immediately upon notice to the permittee of such accumulation.
 - 4. Upon completion of any operation delineated on the approved plan, said area shall be properly leveled off, cleared of debris, and graded to conform to the contours and grades as approved by the Township Engineer, Land Use Board or Township Committee. A final as-built map for all major soil/fill permits shall be submitted containing and complying with all requirements as set forth in this section.
 - 5. Any soil/fill material temporarily stored shall not exceed a height of 20 feet, and the maximum storage slope shall be 45°.
 - 6. When the placement of the imported fill disturbs one or more acres of land application must comply with § 293 – Stormwater Management Article III Stormwater Control.

K. Enforcement.

1. The Zoning Officer or other official designated by the Township Committee shall have the authority to enforce the provisions of this section and to issue summonses to any person importing soil without a permit.
2. The Township Engineer is designated as the official whose duty it shall be to enforce the provisions of this section with respect to persons importing soil with a permit. The Township Engineer shall inspect the premises, at a minimum quarterly, for which permits have been granted to ensure compliance with the terms of the permit and of this section. As part of the application process the applicant will acknowledge that the Township Engineer shall have the right to enter upon the property in question for the purpose of examination and inspection of the operation without advance notice.
3. After notice and an opportunity to be heard before the Township Engineer the permit of any person may be revoked or suspended for such period as may be determined for any violation of the terms hereof or the terms and conditions of any permit granted hereunder. In addition to the revocation provided for herein, any person who violates this section or any director or officer of a corporation who participates in a violation of this section shall, upon conviction thereof, be subject to a minimum fine of \$2,000, or imprisonment for a period not to exceed 90 days, or both. Each and every day that such violation continues or exists shall be considered a separate and specific violation of these provisions and not as a continuing offense.
4. In addition to the penalties set forth above, the Township shall have the right, but not the obligation, to pursue injunctive relief in the Superior Court of New Jersey, Warren County, including but not limited to, requiring the removal of any soil imported without a permit, testing to ensure no presence of contaminated soil, and site restoration.
5. Any person violating or failing to comply with any of the provisions of this section shall, upon conviction thereof, be punishable by a fine of not less than \$100 nor more than \$1,000, by imprisonment for a term not to exceed 90 days or by community service of not more than 90 days, or any combination of fine, imprisonment and community service as determined in the discretion of the Court. The continuation of such violation for each successive day shall constitute a separate offense, and the person or persons allowing or permitting the continuation of the violation may be punished as provided above for each separate offense.

L. Permit and inspection fees.

1. The permit fee for a minor soil permit shall be \$150 and an escrow deposit with the Township Clerk for Township Engineer review of \$700.
2. The permit fee for a major soil permit of shall be \$150 and an escrow deposit with the Land Use Board of \$3,000.
3. The permit fee for a large bulk permit of shall be \$150 and an escrow deposit with the Township Clerk of \$3,500.
4. The applicant shall be responsible for all fees of the Township Engineer incurred in reviewing applications and making inspections prior or subsequent to the issuance of a permit of any kind.

ORDINANCE: PUBLIC HEARING AND SECOND READING

#010-2024 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

Mayor Watters opened the Public Hearing on Ordinance #010-2024. Seeing no one wishing to comment, he closed the Public Hearing. Mr. Mc Guinness, seconded by Mr. Hayes made a motion to adopt Ordinance #010-2024.

RECORDED VOTE

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

ORDINANCE 010-2024

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

STATEMENT OF PURPOSE

The purpose of this Ordinance is to set the salary for the Part-Time Temporary Chief Financial Officer and Full-Time Temporary Chief Financial Officer

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

SECTION 1, The salaries per annum of rates of compensation of the following officers and employees of the Township of Mansfield are determined to be as follows:

Part-Time Temporary Chief Financial Officer	\$ 20,000.00	TO	\$ 70,000.00
Full-Time Temporary Financial Officer	\$ 20,000.00	TO	\$ 90,000.00

ORDINANCE: PUBLIC HEARING AND SECOND READING

#011-2024: An Ordinance Of The Township Of Mansfield, County Of Warren, State Of New Jersey To Repeal Ordinance #2023-008, An Ordinance Appointing Judith Curran As The Township Tax Collector

Mayor Watters opened the Public Hearing on Ordinance #011-2024. Seeing no one wishing to comment, he closed the Public Hearing. Mrs. Mora Dillon, seconded by Mr. Hayes made a motion to adopt Ordinance #011-2024.

RECORDED VOTE

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

ORDINANCE 011-2024

AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY TO REPEAL ORDINANCE #2023-008, AN ORDINANCE APPOINTING JUDITH CURRAN AS THE TOWNSHIP TAX COLLECTOR

STATEMENT OF PURPOSE

The purpose of this Ordinance is to repeal Ordinance #2023-008, An Ordinance Appointing Judith Curran as the Township Tax Collector

WHEREAS, Ordinance #2023-008 was adopted March 8, 2023 by the Township Committee of the Township of

Mansfield, County of Warren, State of New Jersey, hereby appointing Mrs. Judith Curran as the Township Tax Collector; and

WHEREAS, Mrs. Judith Curran resigned from her position as CFO/Tax Collector/Office Manager effective April 30, 2024; therefore, creating the need for the Township to repeal Ordinance #2023-008.

NOW, THEREFORE BE IT ORDAINED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that Ordinance #2023-008 adopted March 8, 2023 is hereby repealed.

RESOLUTIONS (TAKEN SEPARATELY)

Resolution #144-2024 as filed in the Township Clerk's Office, was adopted on motion by Mr. Mc Guinness and seconded by Mrs. Mora Dillon.

RECORDED VOTE

Aye: Mr. Hayes, Mr. Mc Guinness, Mrs. Mora Dillon, Mayor Watters
 Nay: XXXXXX
 Absent: XXXXXX
 Abstain: Mr. Farino, Mr. Hayes – P.O. # 24-00369

Motion was made by Mrs. Mora Dillon, seconded by Mr. Farino to pull P.O. # 24-00353.

RECORDED VOTE

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

RESOLUTION 144-2024
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- 4-01	\$1,260,807.43
GENERAL CAPITAL FUND	\$ 7,396.89
FEDERAL/STATE GRANT FUND	\$ 6,698.87
OPEN SPACE TRUST	\$ 4,335.00
DEVELOPER'S ESCROW	\$ 10,095.35
DOG FUND	\$ 1,293.00
MANDATORY DEVELOPMENT FEES	\$ 666.50
GREEN TEAM DONATIONS	\$ 196.86
TOTAL	\$ 1,291,489.90

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

The following Resolutions #145-2024 through #155-2024 as filed in the Township Clerk’s Office, were adopted on motion by Mr. Hayes and seconded by Mrs. Mora Dillon .

RECORDED VOTE

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

RESOLUTION 145-2024

RESOLUTION AUTHORIZING SUBMISSION OF GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NJDOT FOR THE MITCHELL ROAD-ADDITIONAL FUNDS IMPROVEMENT PROJECT

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey formally approves the grant application for the above state project.

BE IT FURTHER RESOLVED, that the Mayor and Township Clerk are hereby authorized to submit an electronic grant application identified as Application ID 00065 to the New Jersey Department of Transportation on behalf of the Township of Mansfield.

BE IT FURTHER RESOLVED, that the Mayor and Township 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.

RESOLUTION 146-2024

RESOLUTION AUTHORIZING THE TAX COLLECTOR AND CHIEF FINANCIAL OFFICER TO REFUND OVERPAYMENT OF PROPERTY TAXES

WHEREAS, the Tax Collector of the Township of Mansfield, County of Warren, State of New Jersey has notified the Township Committee that there are overpayments on properties located within the Township of Mansfield; and

WHEREAS, the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, have determined that a credit balance on the following properties to be refunded to CoreLogic. The credits were generated as a result of tax overpayments as follows:

BLOCK/LOT	AMOUNT	TAX QUARTER	YEAR
Block 1206 Lot 1	\$ 1,411.03	2 nd quarter	2024
Block 1302.02 Lot 29	\$ 1,415.66	2 nd quarter	2023

NOW, THEREFORE, BE IT RESOLVED that the Mansfield Township Committee, directs the Chief Financial Officer prepare a refund in the amount of \$ 2,826.69 payable to:

FURTHER BE IT RESOLVED the Tax Collector be directed to adjust the tax records to reflect these transactions.

RESOLUTION 147-2024

AUTHORIZING THE INSERTION INTO THE FY2024 MUNICIPAL BUDGET PURSUANT TO N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948) OF A SPECIAL ITEM OF REVENUE IN THE FORM OF A 2023 WARREN COUNTY MUNICIPAL AND CHARITABLE CONSERVANCY TRUST FUND GRANT

WHEREAS, N.J.S.A. 40A:4-87 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, the Director may also approve the insertion of any item of appropriation for an equal amount; and

WHEREAS, the Mansfield Township Committee of the Township of Mansfield further finds and declares that it is in the best interest of the citizens of the Township to request approval of the insertion into the Township's FY2024 Municipal Budget of an item of revenue based upon a grant secured by the Township from the 2023 Warren County Municipal and Charitable Conservancy Trust Fund;

NOW, THEREFORE BE IT RESOLVED, that the Township of Mansfield in the County of Warren, New Jersey, 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 2024 in the sum of \$ 51,649.00.

BE IT FURTHER RESOLVED, that the above is the result of funds from Warren County Municipal and Charitable Conservancy Trust Fund Grant (2023), in the amount of \$ 51,649.00.

Public and Private Revenues Offset with Appropriations Warren County Municipal and Charitable Conservancy Trust Fund Grant (2023)

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

RESOLUTION 148-2024

AUTHORIZING THE INSERTION INTO THE FY2024 MUNICIPAL BUDGET PURSUANT TO N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948) OF A SPECIAL ITEM OF REVENUE IN THE FORM OF A STATE OF NEW JERSEY SOLID WASTE ADMINISTRATION FY2024 CLEAN COMMUNITIES GRANT

WHEREAS, N.J.S.A. 40A:4-87 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, the Director may also approve the insertion of any item of appropriation for an equal amount; and

WHEREAS, the Mansfield Township Committee of the Township of Mansfield further finds and declares that it is in the best interest of the citizens of the Township to request approval of the insertion into the Township's FY2024 Municipal Budget of an item of revenue based upon a grant secured by the Township from the State of New Jersey.

NOW, THEREFORE BE IT RESOLVED, that the Township of Mansfield in the County of Warren, New Jersey, 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 2024 in the sum of \$ 28,424.53.

BE IT FURTHER RESOLVED, that the above is the result of funds from Solid Waste Administration FY2024 Clean Communities Grant in the amount of \$ 28,424.53

Public and Private Revenues Offset with Appropriations
FY2024 Clean Communities Grant

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

RESOLUTION 149-2024

A RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN AND STATE OF NEW JERSEY, AUTHORIZING THE HIRING OF FULL TIME DEPT. OF PUBLIC WORKS MACHINE OPERATOR – D. SILVERTHORN

WHEREAS, there exists a vacancy in the Department of Public Works for a machine operator; and

WHEREAS, the Township Committee and the Acting Dept. of Public Works Supervisor reviewed and interviewed several applicants; and

WHEREAS, the Township Committee desires to hire Mr. Daryle Silverthorn as a Full-time Department of Public Works Machine Operator effective June 17, 2024 at an annual salary of \$41,000.00; and

WHEREAS, Mr. Silverthorn will also be compensated at \$45.00 per hour as a Recycling Attendant when applicable; and

WHEREAS, Mr. Silverthorn will be entitled to vacation and sick time in accordance with the current Memorandum of Agreement between the Teamsters Local Union 469 and the Township.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, and the State of New Jersey, that Mr. Daryle Silverthorn is hereby hired as a full-time machine operator for the Department of Public Works effective June 17, 2024 at an annual salary of \$41,000 and vacation and sick time as well as subsequent pay increases are subject to and in accordance with the current Memorandum of Agreement between the Teamsters Local Union 469 and the Township .

RESOLUTION 150-2024

RESOLUTION APPOINTING TAX SEARCH OFFICER

BE IT RESOLVED, that Karin E. Ughetta be the official Tax Search Officer for the Township of Mansfield for the year ending December 31, 2024.

RESOLUTION 151-2024

A RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN AND STATE OF NEW JERSEY, AUTHORIZING RENEWAL OF LIQUOR LICENSE FOR FISCAL YEAR 2024-2025- TAP HOUSE GRILLE, LLC

WHEREAS, an application was filed for renewal of a Plenary Retail Consumption Liquor License for the fiscal year 2024-2025 with the Alcoholic Beverage Control for:

Tap House Grille, LLC **1930 State Route 57, Ste.1** **#2116-33-001-004**
Mansfield Township, NJ 07840

WHEREAS, the submitted, renewal application has been accepted via the POSSE website portal of the Alcoholic Beverage Control, the municipal fees have been paid and a Tax Clearance Certificate was issued to the above applicant on May 20, 2024; and

WHEREAS, the applicant is qualified to be licensed per standards established by Title 33 of the New Jersey Statute, regulations promulgated there under, and pertinent Township ordinances; and

WHEREAS, no objections were filed and no appearances were made by the public opposing the renewal of such license.

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 Township Clerk is hereby authorized to issue a liquor license renewal for Tap House Grille, LLC, #2116-33-001-004, for the fiscal year 2024-2025 and place the seal of the Township of Mansfield upon said license and to affix her signature thereon.

RESOLUTION 152-2024

A RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN AND STATE OF NEW JERSEY, AUTHORIZING RENEWAL OF LIQUOR LICENSE FOR FISCAL YEAR 2024-2025- MANSFIELD BOTTLE KING, INC.

WHEREAS, an application was filed for renewal of a Plenary Retail Distribution Liquor License for the fiscal year 2024-2025 with the Alcoholic Beverage Control for:

Mansfield Bottle King, Inc. **2028 Route 57** **#2116-44-003-006**
Mansfield Township, NJ 07840

WHEREAS, the submitted, renewal application has been accepted via the POSSE website portal of the Alcoholic Beverage Control, the municipal fees have been paid and a Tax Clearance Certificate was issued to the above applicant on May 20, 2024; and

WHEREAS, the applicant is qualified to be licensed per standards established by Title 33 of the New Jersey Statute, regulations promulgated there under, and pertinent Township ordinances; and

WHEREAS, no objections were filed and no appearances were made by the public opposing the renewal of such license.

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 Township Clerk is hereby authorized to issue a liquor license renewal for Mansfield Bottle King, Inc., #2116-44-003-006, for the fiscal year 2024-2025 and place the seal of the Township of Mansfield upon said license and to affix her signature thereon.

RESOLUTION 153-2024

A RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN AND STATE OF NEW JERSEY, ACCEPTING A LANDSCAPING BOND FOR 3 MOUNTAIN VIEW LANE

WHEREAS, in accordance with the August 9, 2016, Developer's Agreement between the Township of Mansfield and Meadows at Mansfield, LLC. (Section 3.4) no Certificate of Occupancy temporary or permanent, shall be issued until completion of all required improvements for that applicable Certificate of Occupancy has been certified to the Township Committee by the Township Engineer; and

WHEREAS, the Township Engineer has determined that the developer has not completed all the necessary landscaping at 3 Mountain View Lane in accordance with the site plan and is required to post a Landscaping Bond with the Township of Mansfield; and

WHEREAS, Ryan Homes, the developer of the property located at 3 Mountain View Lane has submitted check number 687646 in the amount of \$ 1,500.00 representing the landscaping bond; 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 landscaping 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.

RESOLUTION 154-2024

A RESOLUTION OF THE TOWNSHIP OF MANSFIELD, AUTHORIZING LIEN REDEMPTION (BLOCK 502 LOT 2)

WHEREAS, the Tax Collector of the Township of Mansfield has advised the Committee that the following property has been redeemed and the money due thereon paid to the Township of Mansfield Tax Collector:

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey this 12th day of June, 2024, that payment in the amount of \$ 1,720.45, is to be made to the certificate holder as noted:

CERTIFICATE HOLDER
Eagle Ray Investments, LLC
5208 Griggs Avenue
North Port, FL 34291

BLOCK/LOT
Block 502 Lot 2

CERT #
21-00023

RESOLUTION 155-2024

RESOLUTION AUTHORIZING REFUND OF OVERPAYMENT OF TAXES ON BLOCK 1501.04 LOT 2

WHEREAS, the property known as Block 1501.04 Lot 2, on the Tax Maps of the Township of Mansfield, Warren County, New Jersey has an overpayment of \$ 2,905.54, for the first quarter of 2024, and \$ 207.79, for the second quarter of 2024; and

WHEREAS, the property owner has requested a refund of said overpayment;

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 Tax Collector and Township Finance Office are hereby authorized to refund the following payment:

Greg Ingalls
5 Redwood Run
Port Murray, New Jersey 07865
BLOCK 1501.04 LOT 2
REFUND TOTAL \$ 3,113.33

NEW BUSINESS: None

COMMITTEE PERSON COMMENTS:

Mr. Farino discussed replacing the chimney lining and furnace at the old DPW building. The Committee discussed servicing and maintaining the HVAC system in the municipal building.

EXECUTIVE SESSION

Mr. Hayes, seconded by Mr. Mc Guinness, made a motion to adopt Resolution #156-2024 for an Executive Session of the Township Committee. At approximately 8:13 p.m., the Committee went into Executive Session.

RECORDED VOTE

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

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

Personnel

Tax Assessor Interview
Assistant CFO Position

Attorney Client Privilege

Meadows at Mansfield, LLC
Highlands Council
Driveway Ordinance
Fire Department Budget Allocations

Potential Litigation

Sidewalk Ordinance

RESOLUTION 156-2024

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

Tax Assessor Interview
Assistant CFO Position

Attorney Client Privilege

Meadows at Mansfield, LLC
Highlands Council
Driveway Ordinance
Fire Department Budget Allocations

Potential Litigation

Sidewalk Ordinance

RETURN TO REGULAR SESSION

On a motion by Mr. Hayes, seconded by Mr. Mc Guinness, the Township Committee voted to return to public session at approximately 9:21 p.m.

RECORDED VOTE

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

Mr. Lavery announced the following discussed in Executive Session:

Personnel

Tax Assessor Interview
Assistant CFO Position

Attorney Client Privilege

Meadows at Mansfield, LLC
Highlands Council
Driveway Ordinance
Fire Department Budget Allocations

Potential Litigation

Sidewalk Ordinance

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

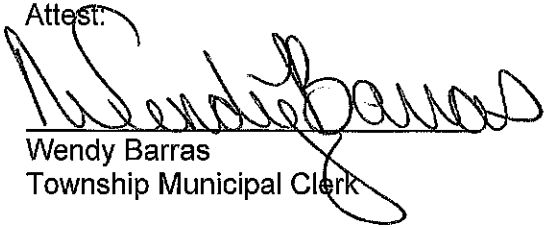
On a motion by Mr. Hayes and seconded by Mrs. Mora Dillon, the Township Clerk was authorized to send a letter to the Office of Planning Advocacy formally stating the Township's intent to be represented by Warren County and not the Highlands Council.

RECORDED VOTE

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

There being no further business, Mr. Hayes made a motion to adjourn. The meeting was adjourned at approximately 9:22 p.m.

Attest:



Wendy Barras
Township Municipal Clerk