

**Township of Mantua
Work Session Agenda
October 2, 2017
Mantua Township Municipal Building
6:00 P.M.**



Call to order:

Pledge to the flag:

Observance of a Moment of Silence:

Sunshine Law: As required by the New Jersey Open Public Meetings Act, adequate notice of this meeting has been provided by adopting a schedule of regular meetings for the year 2017. The schedule is posted on the bulletin board in the Municipal Building and was mailed to the Gloucester County Times and Courier-Post newspapers on January 3, 2017. Notice was also filed with the Township Clerk.

Roll Call: Mr. Shawn Layton, Mr. John Legge, Mrs. Eileen Lukens, Mr. Robert Zimmerman, Mr. Peter Scirrotto, Mrs. Jennica Bileci, Township Administrator, Mrs. Pamela LeVine, Deputy Township Clerk, Mr. Steven Alexander, Superintendent of Public Works, Jon Bryson, Engineer, Mr. James Pierson, Solicitor, Chief Darren White

Approval of Minutes: September 18, 2017

Motion _____ **Second** _____

Proclamation: **Recognizing October as Breast Cancer Awareness Month**

Engineering Report: Jon Bryson, Township Engineer

Department of Public Works Report: Steve Alexander, Superintendent of Public Works

Police Department Report: Chief Darren White

Pursuant to Resolution R-31-2017, there is a time limit of five (5) minutes per person

Public Participation: **Motion to Open** _____ **Second** _____

Motion to Close _____ **Second** _____

ORDINANCE O-14-2017: AN ORDINANCE OF THE TOWNSHIP OF MANTUA
Adoption AUTHORIZING GRANT OF UTILITY EASEMENT TO ATLANTIC CITY ELECTRIC COMPANY

Statement:

This Ordinance will grant Atlantic City Electric a utility easement for the property on New York Avenue that is owned by the Township of Mantua in effort for them to install poles for necessary services needed at their sub substation located on New York Avenue.

Motion to open to Public:

Motion_____ Second_____

Motion to Close to Public:

Motion_____ Second_____

Motion to Adopt:

Motion_____ Second_____

ORDINANCE O-15-2017:
Adoption

AN ORDINANCE OF THE TOWNSHIP OF MANTUA CONCERNING
THE MUNICIPAL HOTEL, MOTEL OCCUPANCY TAX

Statement:

This Ordinance will impose 3% hotel tax in accordance with New Jersey law.

Motion to open to Public:

Motion_____ Second_____

Motion to Close to Public:

Motion_____ Second_____

Motion to Adopt:

Motion_____ Second_____

ORDINANCE O-16-2017:
Adoption

AN ORDINANCE OF THE TOWNSHIP COMMITTEE
OF THE TOWNSHIP OF MANTUA ESTABLISHING NO PARKING
ON EVERGREEN AVENUE

Statement:

This Ordinance will restrict parking on Evergreen Avenue from 8:00 am to 4:00 pm along the side entrance of James Mason Tomlin School from Monday to Friday. This Ordinance was at the request of the Mantua Township School District to assist with providing ample parking for a bus loading zone.

Motion to open to Public:

Motion_____ Second_____

Motion to Close to Public:

Motion_____ Second_____

Motion to Adopt:

Motion_____ Second_____

RESOLUTION R-134-2017:

RESOLUTION APPROVING AN AGREEMENT BETWEEN THE TOWNSHIP OF MANTUA AND SCHAFFER PYROTECHNICS FOR A FIREWORKS DISPLAY TO OCCUR ON DECEMBER 2, 2017 AT THE MANTUA TOWNSHIP CHRISTMAS TREE LIGHTING

Statement:

This Resolution approves the contract for the fireworks display that will occur at the Christmas Tree Lighting Ceremony. The contract amount is not to exceed \$3,000.00

Motion _____ Second_____

RESOLUTION R- 135-2017:

RESOLUTION OF THE TOWNSHIP COMMITTEE ENFORCING A HALLOWEEN CURFEW IN THE TOWNSHIP OF MANTUA COMMENCING OCTOBER 30, 2017 UNTIL OCTOBER 31, 2017

Statement:

This Resolution establishes the curfew for Halloween and establishes the hours for trick-or-treating. The curfew will be 8:00 p.m. on October 30th and October 31st and the hours for trick or treating will be from 3 p.m. to 8 p.m.

Motion _____ Second_____

RESOLUTION R-136-2017:

RESOLUTION OF THE TOWNSHIP COMMITTEE APPROVING THE FINDINGS OF THE CALENDAR YEAR 2017 BEST PRACTICES INVENTORY PROCEDURE

Statement:

The State's Fiscal Year 2017 Appropriations Act requires the Division of Local Government to issue a Best Practices Inventory to be completed by each municipality. The Township's responses to the Best Practices Inventory determines our allocation of State Aid with a score of 84. Our responses indicate that we will receive the full amount with no penalties.

Motion _____ Second_____

RESOLUTION R-137-2017:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING SUBMISSION OF A STRATEGIC PLAN FOR THE MANTUA HARRISON MUNICIPAL ALLIANCE GRANT FOR FISCAL YEAR JULY 1, 2018 – JUNE 30, 2019

Statement:

The Township Committee seeks to submit a strategic plan for the Mantua Harrison Municipal Alliance Grant for 2018-2019. The amount DEDR amount is \$18,977, the cash match is \$4,744.00 and the In-kind match is \$14,232.00.

Motion _____ **Second** _____

RESOLUTION R-138-2017:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING THE EXECUTION OF A SHARED SERVICE AGREEMENT WITH THE COUNTY OF GLOUCESTER FOR THE RESURFACING OF MCCARTHY AVENUE

Statement:

This Resolution will authorize the Township to enter into a shared service agreement with the County for the resurfacing of McCarthy Avenue which will be incorporated into their reconstruction project for the Resurfacing and Safety Improvements to Main Street, and Wenonah Ave/Mantua Boulevard in the Township of Mantua.

Motion _____ **Second** _____

RESOLUTION R-139-2017

RESOLUTION OF THE TOWNSHIP COMMITTEE AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE TOWNSHIP OF MANTUA AND THE NEW JERSEY STATE ASSOCIATION OF CHIEFS OF POLICE

Statement:

This Resolution will authorize the Township to enter into a contract with the New Jersey State Chief's Association to administer the testing process for the positions of Sargent and Lieutenant.

Motion _____ **Second** _____

RESOLUTION R-140-2017:

RESOLUTION OF THE TOWNSHIP OF MANTUA, COUNTY OF GLOUCESTER, AND STATE OF NEW JERSEY, TO CREATE A DEDICATION BY RIDER TRUST FUND FOR RECEIPT AND DISBURSEMENT OF MONIES COLLECTED FOR DONATIONS MADE TO THE MANTUA TOWNSHIP CHILD PASSENGER SAFETY PROGRAM

Statement:

This Resolution will authorize the Township to establish a trust account in which donations can be utilized for related items to the child passenger seat safety program in the Police Department.

Motion _____ **Second** _____

RESOLUTION R-141-2017

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AWARDDING A BID IN THE TOTAL AMOUNT OF \$394,450.95 TO SOUTH STATE, INC. FOR THE PROJECT KNOWN AS 2017 LOCAL ROAD PROGRAM

RESURFACING & SAFETY IMPROVEMENTS FAIRVIEW DRIVE,
WEATHERBY ROAD, GREEN LANE

Statement

This Resolution awards the contract to South State, Inc. for the project known as the 2017 Local Road Program Resurfacing & Safety Improvements to Fairview Drive, Weatherby Road & Green Lane

Motion _____ Second _____

RESOLUTION R-142-2017

RESOLUTION AUTHORIZING A CLOSED SESSION OF THE
TOWNSHIP OF MANTUA TO DISCUSS LITIGATION INVOLVING
SAMUEL V. TOWNSHIP OF MANTUA

Statement:

This Resolution will authorize the Township Committee to discuss litigation involving Samuel v. the Township of Mantua

Motion _____ **Second** _____

Remarks from the Township Committee:

Remarks from the Township Solicitor:

Remarks from the Township Administrator:

Approval of the Bill List: **Motion** _____ **Second** _____

Adjourn: **Motion** _____ **Second** _____

Announcements:

- Columbus Day – Municipal Offices Closed – October 9, 2017
- The next Senior Dinner will be on Tuesday, October 24, 2017 at 6 p.m.

BILL LIST APPROVAL

October 2, 2017

(Three signatures are required)

Mayor Pete Scirrotto

Deputy Mayor Robert Zimmerman

Committeeman Layton

Committeeman John Legge

Committeewoman Lukens

I, Jennica Bileci, Township Clerk, do hereby attest to the signatures above are true and original and apply only to the bill/claims list presented at the meeting held on the date above.

Jennica Bileci, Township Clerk