

**Township of Mantua
Work Session Agenda
September 18, 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

Proclamation: **Proclamation Recognizing September 18, 2017 as International Pitt Hopkins Syndrome Day in the Township of Mantua**

Presentation: **Joe Henry, Hardenberg Insurance – Safety on the Agenda
Paul Forlenza, AJ Montgomery – JIF Overview**

Approval of Minutes: August 21, 2017

Motion _____ **Second** _____

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-13-2017:
Adoption** AN ORDINANCE OF THE TOWNSHIP OF MANTUA RELEASING AFFORDABLE HOUSING DEED RESTRICTIONS ON PROPERTY LISTED ON THE OFFICIAL TAX MAP OF THE TOWNSHIP OF MANTUA AS BLOCK 61, LOT 1 C1212

Statement:

This Ordinance will release the deed restriction as requested by the property owner from the encumbrances of the affordable housing deed restrictions.

Motion to open to Public:

Motion_____ Second_____

Motion to Close to Public:

Motion_____ Second_____

Motion to Adopt:

Motion_____ Second_____

Motion_____ **Second**_____

ORDINANCE O-14-2017:
First Reading

AN ORDINANCE OF THE TOWNSHIP OF MANTUA
AUTHORIZING GRANT OF UTILITY EASEMENT TO ATLANTIC
CITY ELECTRIC COMPANY

Statement:

This Ordinance will grant Atlantic City Electric an 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 station located on New York Avenue.

Motion_____ **Second**_____

ORDINANCE O-15-2017:
First Reading

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_____ **Second**_____

ORDINANCE O-16-2017:
First Reading

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_____ **Second**_____

RESOLUTION R-126-2017:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF MANTUA AUTHORIZING TAX AND PREMIUM
REFUNDS

Statement:

The Township of Mantua will refund various property taxes which have been requested to be refunded in accordance with state law for a variety of legal and approved reasons, ranging from overpayments or tax judgments.

Motion _____ **Second** _____

RESOLUTION R-127-2017:

RESOLUTION OF THE TOWNSHIP OF MANTUA
AUTHORIZING THE EXECUTION OF LEASE AGREEMENT
FOR REAL PROPERTY WITH THE COUNTY OF GLOUCESTER
TO LEASE A PORTION OF REAL ESTATE OWNED BY THE
TOWNSHIP WHICH IS IDENTIFIED AS BLOCK 160, LOT 6
ON THE OFFICIAL TAX MAP OF THE TOWNSHIP OF MANTUA

Statement:

This Resolution will authorize a lease agreement with the County of Gloucester for the EMS facility located at 411 Main Street. The lease will be for 10 years.

Motion _____ **Second** _____

RESOLUTION R-128-2017:

A RESOLUTION OF THE TOWNSHIP COMMITTEE
OF THE TOWNSHIP OF MANTUA AUTHORIZING THE
EXECUTION OF AN INTERLOCAL SERVICES AGREEMENT WITH
THE COUNTY OF GLOUCESTER FOR PROVISION OF BASIC LIFE
SUPPORT EMERGENCY MEDICAL SERVICES WITHIN THE
TOWNSHIP

Statement:

The Township of Mantua will authorize a shared service agreement with Gloucester County for E.M.S. Services

Motion _____ **Second** _____

RESOLUTION R-129-2017:

RESOLUTION OF THE TOWNSHIP COMMITTEE DESIGNATING A
CONTACT PERSON FOR THE EMPLOYMENT PRACTICES
LIABILITY ATTORNEY CONSULTATIVE SERVICE

Statement:

The Resolution will designate Jennica Bileci and Gayle Tschopp as the contact persons for the EPL hotline which is a service that is provided through the JIF.

Motion _____ **Second** _____

RESOLUTION R-130-2017:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING A REVISED MUTUAL AID AND ASSISTANCE AGREEMENT WITH PARTICIPATING UNITS

Statement:

This Resolution will authorize the Township to enter into a mutual aid agreement with participating units to facilitate rapid, short term deployment of emergency support prior to, during and after an incident.

Motion _____ **Second** _____

RESOLUTION R-131-2017:

RESOLUTION OF THE TOWNSHIP OF MANTUA APPROVING THE PURCHASE OF (6) HD FLASHBACK IN CAR VIDEO SYSTEMS UNDER A STATE PURCHASING CONTRACT NUMBER #A81311 FROM L3 MOBILE-VISION INC, IN THE AMOUNT OF \$23,798.50

Statement:

This Resolution will authorize the Police Department to purchase new in car video systems for patrol fleet vehicles. The funding for this purchase has been secured under the 2017 Capital budget.

Motion _____ **Second** _____

RESOLUTION R-132-2017:

RESOLUTION OF THE TOWNSHIP OF MANTUA APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWNSHIP OF MANTUA AND MANTUA TOWNSHIP POLICE CHIEF DARREN WHITE

Statement:

This Resolution will authorize the Township to approve the MOU with Chief Darren White.

Motion _____ **Second** _____

RESOLUTION R-133-2017:

RESOLUTION OF THE TOWNSHIP COMMITTEE AUTHORIZING THE PURCHASE OF ONE (1) 2018 POLICE INTERCEPTOR VEHICLE FOR THE MANTUA TOWNSHIP POLICE DEPARTMENT UNDER STATE CONTRACT NO. 88728 IN THE TOTAL AMOUNT OF \$30,146.00, FROM WINNER FORD

Statement:

This Resolution will authorize the Township to purchase a new vehicle to be added to their fleet. The funding for this purchase has been secured under the 2017 Capital budget.

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:

- The next Senior Dinner will be on Tuesday, September 19, 2017 at 6 p.m.

BILL LIST APPROVAL

September 18, 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