

**Township of Mantua
Agenda
Workshop Meeting
November 21, 2016
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 2016. 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 5, 2016. Notice was also filed with the Township Clerk.

Roll Call:

Mr. John Legge, Mr. Michael Silvanio, Mrs. Eileen Lukens, Mr. Robert Zimmerman, Mr. Peter Scirrotto, Mrs. Jennica Bileci, Township Administrator, Mrs. Pamela LeVine, Deputy Township Clerk, Mr. James Pierson, Solicitor, Chief Rodney Sawyer

Approval of Minutes:

October 17, 2016

Motion _____ **Second** _____

Approval of Minutes:

Special Meeting - October 26, 2016

Motion _____ **Second** _____

Engineering Report:

Jon Bryson, Township Engineer

**Department of
Public Works Report:**

Steve Alexander, Superintendent of Public Works

Police Department Report:

Chief Rodney Sawyer

Pursuant to Resolution R31-2016, there is a time limit of five (5) minutes per person

Public Participation:

Motion to Open _____ **Second** _____

**ORDINANCE O-14-2016:
Introduction**

BOND ORDINANCE AUTHORIZING THE ACQUISITION OF REAL PROPERTY FOR A REDEVELOPMENT PROJECT IN THE TOWNSHIP OF MANTUA, COUNTY OF GLOUCESTER, NEW JERSEY; APPROPRIATING THE SUM OF \$475,000 THEREFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND

ANTICIPATION NOTES OF THE TOWNSHIP OF MANTUA, COUNTY OF GLOUCESTER, NEW JERSEY, IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$475,000; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING

Statement:

The Township of Mantua seeks to appropriate funding to purchase the Ledden property located on Woodbury Glassboro for redevelopment activities within our approved redevelopment plan.

Motion _____ **Second** _____

RESOLUTION R-123-2016:

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-124-2016:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA REQUESTING THE APPROVAL OF AN ITEM OF REVENUE FOR 2016 WELLNESS INCENTIVE PROGRAM AND APPROPRIATION (N.J.S.A. 40A:4-87) OF THE SAME

Statement:

This Resolution will authorize the Township to insert this grant for wellness initiatives in the amount of \$1,250.00 into the 2016 budget.

Motion _____ **Second** _____

RESOLUTION R- 125-- 2016:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA REQUESTING THE APPROVAL OF ITEMS OF REVENUE FOR CLICK IT OR TICKET AND APPROPRIATION (N.J.S.A. 40A:4-87) OF THE SAME

Statement:

This Resolution will authorize the Township to insert this grant in the amount of \$4,000.00 into the 2016 budget.

Motion _____ **Second** _____

RESOLUTION R-126-2016:

A RESOLUTION APPROVING A LEASE AGREEMENT BETWEEN THE TOWNSHIP OF MANTUA AND THE COUNTY OF GLOUCESTER FOR THE USE OF THE MANTUA TOWNSHIP COMMUNITY CENTER FOR IT'S NUTRITION SITE

Statement:

The Township wishes to renew the lease agreement with Gloucester County for the Gloucester County Nutritional Site located at 111 Mercer Street.

Motion _____ **Second** _____

RESOLUTION R-127-2016:

A RESOLUTION OF THE MANTUA TOWNSHIP COMMITTEE AUTHORIZING A CONSTRUCTION REFUND FOR A HOUSING INSPECTION FOR THE PROPERTY KNOWN AS 1385 TRISTRAM CIRCLE, BLOCK 61, LOT 1, QUALIFIER 1385 IN THE AMOUNT OF \$60.00

Statement:

The Township wishes to refund a duplicate payment that was taken in through the Construction Department for a housing permit.

Motion _____ **Second** _____

RESOLUTION R-128-2016:

RESOLUTION OF THE TOWNSHIP COMMITTEE AUTHORIZING THE PURCHASE OF ONE (1) VEHICLE FOR THE MANTUA TOWNSHIP POLICE DEPARTMENT UNDER STATE CONTRACT NO. 88728 IN THE TOTAL AMOUNT OF \$27,946.00, FROM WINNER FORD

Statement:

This Resolution will authorize the purchase of a 2017 police interceptor utility vehicle on a state contract for a total price of \$27,946.00.

Motion _____ **Second** _____

RESOLUTION R-129 -2016:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING CHANGE ORDER NO. 1 FOR THE PROJECT KNOWN AS CHESTNUT BRANCH PARK IRRIGATION WELL IN THE INCREASED CONTRACT AMOUNT OF \$9,650.00

Statement:

This Resolution will authorize the Township to increase the contract amount for the pump & electrical upgrades to Chestnut Branch Irrigation Well from \$59,525.00 to \$69,175.00.

Motion _____ **Second** _____

RESOLUTION R-130 -2016:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING CHANGE ORDER NO. 1 FOR THE PROJECT KNOWN AS 2016 LOCAL ROAD PROGRAM IN THE INCREASED CONTRACT AMOUNT OF \$12,073.58

Statement:

This Resolution will authorize the Township to increase the contract amount for Local Road Program contract for adjustments made for drainage repair on Tylers Mill Road \$362,035.00 to \$374,109.12.

Motion _____ **Second** _____

RESOLUTION R-131-2016:

RESOLUTION AUTHORIZING AN INCREASE IN THE CHANGE FUND FOR THE MUNICIPAL CLERK’S OF THE TOWNSHIP OF MANTUA

Statement:

This Resolution will increase the change fund from \$50.00 TO \$100.00 that is needed for use of operation in the Municipal Clerk’s office.

Motion _____ **Second** _____

RESOLUTION R- 132– 2016:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY AUTHORIZING THE LOSAP PAYMENT FOR 2015

Statement:

This Resolution will authorize the Township to approve payments for the LOSAP contributions in the total amount of \$6,750.00 for 2015.

Motion _____ **Second** _____

RESOLUTION R-133-2016:

RESOLUTION OF THE TOWNSHIP COMMITTEE APPROVING A CONTRACT WITH SJAP INC, FOR BRUSH AND VEGETATIVE WASTE GRINDING AND REMOVAL SERVICES

Statement:

This Resolution will authorize the Township to approve a contract up to \$17,499.00 with SJAP Inc for brush and vegetative waste grinding and removal services for the compost yard.

Motion _____ **Second** _____

RESOLUTION R-134-2016:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA JOINING THE SOUTHERN NEW JERSEY REGIONAL EMPLOYEE BENEFITS FUND

Statement:

This Resolution will authorize the Township to join the Southern New Jersey Regional Employee Benefits Fund with respect to health insurance coverage.

Motion _____ **Second** _____

RESOLUTION R-135-2016:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPOINTING JENNICA BILECI AS THE FUND COMMISSIONER TO THE SOUTHERN NEW JERSEY REGIONAL EMPLOYEE BENEFITS FUND

Statement:

This Resolution will appoint Jennica Bileci, Township Administrator as the Fund Commission in the Southern New Jersey Regional Employee Benefits Fund.

Motion _____ **Second** _____

RESOLUTION R-136-2016:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AMENDING THE PERSONNEL POLICIES AND PROCEDURES MANUAL

Statement:

This Resolution will amend the sections of the Personnel Policies and Procedures Manual titled “Types of Employees” and “Entitlement to benefits”.

Motion _____ **Second** _____

RESOLUTION R-137-2016:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA TO MAKE CERTAIN BUDGET TRANSFERS BETWEEN BUDGET APPROPRIATIONS PURSUANT TO N.J.S.A. 40A:4-45.38

Statement:

This Resolution is pursuant to State law that allows for the transfer of appropriated funds in the municipal budget which are unused to be transferred to other line items.

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:

- ❖ Municipal Offices will be closed for the Thanksgiving holiday
- ❖ Christmas tree Lighting – December 1, 2016 at 6:00 p.m.

BILL LIST APPROVAL

November 21, 2016

(Three signatures are required)

Mayor Pete Scirrotto

Deputy Mayor Robert Zimmerman

Committeeman Michael Silvanio

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