

**Township of Mantua
Workshop Meeting Agenda
November 19, 2018
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 2018. 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 2, 2018. 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. James Pierson, Solicitor, Jon Bryson Engineer, Steven Alexander, Superintendent of Public Works, Chief Darren White

Approval of Minutes: October 15, 2018
Motion _____ **Second** _____

Approval of Minutes: October 30, 2018
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-31-2018, there is a time limit of five (5) minutes per person

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

**ORDINANCE O-4-2018:
Adoption** BOND ORDINANCE AUTHORIZING THE ACQUISITION OF VARIOUS PIECES OF CAPITAL EQUIPMENT AND THE COMPLETION OF VARIOUS CAPITAL IMPROVEMENTS IN AND FOR THE TOWNSHIP OF MANTUA, COUNTY OF GLOUCESTER, NEW JERSEY; APPROPRIATING THE SUM OF \$975,000 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 \$798,000; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING

Statement:

This Ordinance will authorize the sum of \$975,000.00 to be raised by the issuance of bonds or bond anticipation notes, together with the sum of \$42,000.00 which amount represents the required down payment, and \$135,000 which represents a grant from N.J.D.O.T. are hereby appropriated for the purposes stated in this bond ordinance. This Ordinance requires an additional public hearing as a result of an error in the notice requirement.

Motion to open to Public: Motion _____ Second _____

Motion to Close to Public: Motion _____ Second _____

Motion to Adopt: Motion _____ Second _____

ORDINANCE O-12-2018:
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 1C1140 ALSO KNOWN AS 1140 TRISTRAM CIRCLE

Statement:

At the request of the property owner, this Ordinance will release the deed restriction so that the property may be conveyed free 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 _____

ORDINANCE 13-2018:
Introduction AN ORDINANCE TO AMEND THE "CODE OF THE TOWNSHIP OF MANTUA", CHAPTER 82 FIXING AND ESTABLISHING SALARIES AND COMPENSATIONS OF OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF MANTUA, IN THE COUNTY OF GLOUCESTER, STATE OF NEW JERSEY FOR THE YEAR 2018

Statement:

This Ordinance will amend the salaries for positions within the Mantua Township Police Department.

Motion _____ **Second** _____

ORDINANCE 14-2018:
First Reading

AN ORDINANCE OF THE TOWNSHIP OF MANTUA
AMENDING CHAPTER 7. BOARDS, COMMITTEES AND
COMMISSIONS ARTICLE VIII. RECREATION COMMITTEE OF
THE CODE OF THE TOWNSHIP OF MANTUA

Statement:

This Ordinance will amend the Municipal Code for the Recreation
Committee increasing the amount of members to 15.

Motion _____ **Second** _____

RESOLUTION R-142-2018:

A RESOLUTION APPOINTING PATROLMAN JESSE BAIR AS A
ALTERNATE MUNICIPAL HUMANE LAW ENFORCEMENT
OFFICER FOR THE TOWNSHIP OF MANTUA

Motion _____ **Second** _____

Statement:

The Township Committee wishes to have an alternate humane officer
pursuant to the animal cruelty enforcement law in the State of New
Jersey

RESOLUTION R- 144-2018:

RESOLUTION APPOINTING SERGEANT BRIAN GRADY AS THE
MANTUA TOWNSHIP EMERGENCY MANAGEMENT
COORDINATOR AND APPOINTING NICK LAMANA AND DANIEL
HAUSS AS DEPUTY EMERGENCY MANAGEMENT
COORDINATORS

Statement:

This resolution will appoint Brian Grady as Emergency Management
Coordinator for a three year term effective November 19, 2021.

Motion _____ **Second** _____

RESOLUTION R-145-2018:

RESOLUTION OF THE TOWNSHIP OF MANTUA ENDORSING THE
APPLICATION & SUBMISSION OF GRANT APPLICATION AND
EXECUTION OF AGREEMENT FOR MUNICIPAL AID FROM THE
NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR LOCAL
AID FOR THE RESURFACING OF BETHEL MILL ROAD #00519

Statement:

This Resolution will endorse the grant application to apply for funding
from DOT for the resurfacing of Bethel Mill Road.

Motion _____ **Second** _____

RESOLUTION R-146-2018:

RESOLUTION ENDORSING THE APPLICATION & SUBMISSION
OF GRANT APPLICATION AND EXECUTION OF AGREEMENT
FOR MUNICIPAL AID FROM THE NEW JERSEY DEPARTMENT OF
TRANSPORTATION FOR LOCAL AID FOR THE
RECONSTRUCTION OF EAST WARREN AVENUE #00513

Statement:

This Resolution will endorse the grant application to apply for funding from DOT for the reconstruction of East Warren Avenue.

Motion _____ **Second** _____

RESOLUTION R-147-2018:

A 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 VETERAN'S COMMISSION

Statement:

This Resolution will allow the Veterans Commission to receive donations from various sources to offset expenses they may incur.

Motion _____ **Second** _____

RESOLUTION R-148-2018:

RESOLUTION AMENDING THE MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWNSHIP OF MANTUA AND CHIEF DARREN WHITE

Statement:

The Township Committee wishes to amend the M.O.U. with the Chief of Police due to providing police services within the Borough of Wenonah.

Motion _____ **Second** _____

RESOLUTION R-149-2018:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA ACCEPTING AND APPROVING THE CORRECTIVE ACTION PLAN FOR THE TOWNSHIP OF MANTUA FOR THE AUDIT YEAR 2017

Statement:

This Resolution will accept and approve the 2017 Municipal Audit Corrective Action Plan filed by the Township CFO.

Motion _____ **Second** _____

RESOLUTION R-150-2018:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AMENDING R-131-2018 TO REFLECT THE CORRECTED AMOUNT OF SETTLEMENT FUNDS TO TRANSFER TO THE COUNTRY GARDENS HOA

Statement:

This Resolution will amend Resolution R131-2018 to reflect a corrected amount of settlement monies in the amount of \$85, 590.00

Motion _____ **Second** _____

RESOLUTION R-151-2018:

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** _____

RESOLUTION R-152-2018:

A RESOLUTION APPROVING A TAX EXEMPTION OF A TOTAL DISABLED VETERAN ON REAL PROPERTY 37 BEAR CREEK DRIVE, BLOCK 52.01 LOT 38 AS WELL AS CANCELING THE 1ST AND 2ND QUARTER TAXES OF 2019 IN THE TOTAL AMOUNT OF \$4,245.52

Statement:

This Resolution will cancel taxes for a totally disabled veteran pursuant New Jersey State statute.

Motion _____ **Second** _____

RESOLUTION R-153-2018:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AWARDED A BID IN THE TOTAL AMOUNT OF \$67,500.00 TO WINCHESTER ROOFING CORPORATION FOR THE PROJECT KNOWN AS DPW FACILITY- ROOF REPLACEMENT

Statement:

This Resolution will award a contract to Winchester Roofing Corporation for the project known as DPW facility roof replacement in the amount of \$67,500.00.

Motion _____ **Second** _____

RESOLUTION R-154-2018:

RESOLUTION OF THE TOWNSHIP COMMITTEE APPROVING THE FINDINGS IF THE CALENDAR YEAR 2018 BEST PRACTICES INVENTORY PROCEDURE

Statement:

This Resolution will show the Township of Mantua has scored in the 79th percentile which once filed with the State of New Jersey will result with no percentage withheld of any 2018 municipal aid appropriations by the State.

Motion _____ **Second** _____

RESOLUTION R-155-2018:

A RESOLUTION OF THE TOWNSHIP OF MANTUA, COUNTY OF GLOUCESTER, AUTHORIZING THE EXECUTION OF A COMMODITY RESALE AGREEMENT WITH THE COUNTY OF GLOUCESTER

Statement:

The Township Committee wishes to enter into a Commodity Resale Agreement with the County of Gloucester that will enable the Township to acquire better pricing for commodities purchased by the Township.

Motion _____ **Second** _____

RESOLUTION R-156-2018:

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING CHANGE ORDER NO. 1 FOR THE PROJECT KNOWN AS CHESTNUT BRANCH PARK LIGHTING IMPROVEMENTS IN THE INCREASED AMOUNT OF \$4,500.00

Statement:

This Resolution will approve an increase of the contract for the lighting improvement project at Chestnut Branch as a result of supplemental items needed for the project to be completed.

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:

BILL LIST APPROVAL

November 19, 2018

(Three signatures are required)

Mayor Pete Scirrotto

Deputy Mayor Robert Zimmerman

Committeeman John Legge

Committeewoman Eileen Lukens

Committeeman Layton

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