

**Township of Mantua  
Workshop Meeting Agenda  
September 16, 2019  
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 2019. 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, 2019. Notice was also filed with the Township Clerk.

**Roll Call:**

Mr. Shawn Layton, Mr. John Legge, Mrs. Eileen Lukens, Mr. Robert Zimmerman, Mr. Peter Scirroto, 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 Daren White

**Approval of Minutes:**

August 19, 2019

**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-32-2019, there is a time limit of five (5) minutes per person**

**Public Participation:**

**Motion to Open** \_\_\_\_\_ **Second** \_\_\_\_\_

**Motion to Close** \_\_\_\_\_ **Second** \_\_\_\_\_

**RESOLUTION R-129-2019:**

RESOLUTION OF THE TOWNSHIP COMMITTEE  
OF THE TOWNSHIP OF MANTUA APPROVING THE PROMOTION  
OF DETECTIVE JAMES HAGERTY TO THE RANK OF SERGEANT  
WITH THE MANTUA TOWNSHIP POLICE DEPARTMENT

**Statement:**

This Resolution will appoint James Hagerty to the rank of Sergeant in the Mantua Township Police Department.

**Motion** \_\_\_\_\_ **Second** \_\_\_\_\_

RESOLUTION R-130-2019:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING THE PROMOTION OF PATROLMAN JASON LIPSETT TO THE RANK OF CORPORAL WITH THE MANTUA TOWNSHIP POLICE DEPARTMENT

**Statement:**

This Resolution will appoint Jason Lipsett to the rank of Corporal in the Mantua Township Police Department.

Motion \_\_\_\_\_ Second \_\_\_\_\_

RESOLUTION R-131-2019:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING THE PROMOTION OF PATROLMAN BRIAN HAUSS TO THE RANK OF CORPORAL WITH THE MANTUA TOWNSHIP POLICE DEPARTMENT

**Statement:**

This Resolution will appoint Brian Hauss to the rank of Corporal in the Mantua Township Police Department.

**Motion** \_\_\_\_\_ **Second** \_\_\_\_\_

RESOLUTION R-132-2019:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING THE PROMOTION OF PATROLMAN ROBERT LAYTON TO THE RANK OF CORPORAL WITH THE MANTUA TOWNSHIP POLICE DEPARTMENT

**Statement:**

This Resolution will appoint Robert Layton to the rank of Corporal in the Mantua Township Police Department.

**Motion** \_\_\_\_\_ **Second** \_\_\_\_\_

**Swearing In Ceremony:**

Sergeant James Hagerty  
Corporal Brian Hauss  
Corporal Jason Lipsett  
Corporal Robert Layton

RESOLUTION R-133-2019:

RESOLUTION OF THE TOWNSHIP COMMITTEE INCREASING THE AMOUNT OF THE CHANGE FUND/CASH DRAWER FOR THE POLICE DEPARTMENT

**Statement:**

This Resolution will appoint increase the change fund in the Mantua Police Department from \$20.00 to \$40.00.

**Motion** \_\_\_\_\_ **Second** \_\_\_\_\_

RESOLUTION R-134-2019: RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA REQUESTING THE APPROVAL OF ITEMS OF REVENUE FOR 2019 DRIVE SOBER OR GET PULLED OVER GRANT AND APPROPRIATION (N.J.S.A. 40A:4-87) OF THE SAME

**Statement:**

This Resolution will authorize the CFO to add the grant for the Drive Sober or Get Pulled Over in the amount of \$5,500.00 into the 2019 Municipal Budget.

**Motion** \_\_\_\_\_ **Second** \_\_\_\_\_

RESOLUTION R-135 -2019: RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING THE AWARD OF AN EMERGENCY CONTRACT FOR THE RENTAL OF TRASH TRUCKS

**Statement:**

This Resolution will authorize the Township to contract with Big Truck rental for the rental of trash trucks in the amount of \$50, 180.08.

**Motion** \_\_\_\_\_ **Second** \_\_\_\_\_

RESOLUTION R-136-2019: RESOLUTION AUTHORIZING THE MAYOR OR HIS DESIGNEE TO SIGN THE AGREEMENT WITH THE COUNTY OF GLOUCESTER FOR PARTICIPATION IN THE ALLIANCE TO PREVENT ALCOHOLISM AND DRUG ABUSE

**Statement:**

This Resolution will authorize the Township of Mantua to sign an agreement with Gloucester County for the participation in the Municipal Alliance Program.

**Motion** \_\_\_\_\_ **Second** \_\_\_\_\_

RESOLUTION R-137-2019: RESOLUTION OF THE MAYOR AND TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING EXECUTION OF LISTING AGREEMENTS FOR SALE WITH REMAX CONNECTION OF TOWNSHIP OWNED COAH UNITS

**Statement:**

This Resolution will authorize the Township of Mantua to sign a listing agreement with Remax Connection for 1362 Tristram Circle and 1423 Tristram Circle owned for the Township of Mantua.

**Motion** \_\_\_\_\_ **Second** \_\_\_\_\_

RESOLUTION R-138-2019: RESOLUTION APPROVING THE RELEASE OF A PERFORMANCE BOND IN THE AMOUNT OF \$77,950.20 FILED BY WILKINS INDUSTRIAL PARK, LLC FOR THE PROJECT KNOWN BLOCK 170 LOTS 4 AND WAIVING A MAINTENANCE BOND AS THE

IMPROVEMENTS HAVE BEEN IN PLACE IN EXCESS OF THE TWO YEAR REQUIREMENT

**Statement:**

This Resolution will release the bond that was in place by Wilkins Industrial Park LLC for the project known as Block 170 Lot 4 as a result of the project being completed. A maintenance bond has been waived as the improvements have been in placed in excess of two years.

**Motion** \_\_\_\_\_ **Second** \_\_\_\_\_

RESOLUTION R-139-2019:

RESOLUTION OF THE TOWNSHIP COMMITTEE AUTHORIZING THE PURCHASE OF THREE (3) 2020 POLICE INTERCEPTOR UTILITY VEHICLE FOR THE MANTUA TOWNSHIP POLICE DEPARTMENT UNDER STATE CONTRACT NO. 88728 IN THE TOTAL AMOUNT OF \$102,231.00, FROM WINNER FORD

**Statement:**

This Resolution will authorize the purchase of three 2020 Ford Utility Interceptor vehicles for the Police Department under state contract. This expenditure was approved as part of the 2019 Capital Program for the Township.

**Motion** \_\_\_\_\_ **Second** \_\_\_\_\_

RESOLUTION R-140-2019:

RESOLUTION OF THE TOWNSHIP COMMITTEE AUTHORIZING THE PURCHASE OF WEAPONS AND AMMUNITION FOR THE MANTUA TOWNSHIP POLICE DEPARTMENT UNDER STATE CONTRACT NO. A81296 IN THE TOTAL AMOUNT OF \$18,332.50, FROM EAGLE POINT GUN

**Statement:**

This Resolution will authorize the purchase of handguns and ammunition for the Police Department under state contract. This expenditure was approved as part of the 2019 Capital Program for the Township.

**Motion** \_\_\_\_\_ **Second** \_\_\_\_\_

RESOLUTION R-141-2019:

A RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO AMERICAN ASPHALT FOR SEAL COATING OF THE MUNICIPAL COMPLEX PARKING LOT IN THE AMOUNT OF \$18,710.90

**Statement:**

This Resolution will authorize the Township to enter into a contract with American Asphalt in the amount \$18,710.90 for the seal coating of the municipal complex parking lot. This expenditure was approved as part of the 2019 Capital Program for the Township.

**Motion** \_\_\_\_\_ **Second** \_\_\_\_\_

RESOLUTION R-142-2019:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING TAX 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-143-2019:

RESOLUTION APPOINTING ED KIERMEIER AS A SPECIAL LAW ENFORCEMENT OFFICER CLASS III WITHIN THE MANTUA TOWNSHIP POLICE DEPARTMENT

**Statement:**

The Township of Mantua will appoint Ed Kiermeier as SLEO 3 in the Mantua Township Police Department.

**Motion** \_\_\_\_\_ **Second** \_\_\_\_\_

**Swearing In – SLEO 3 Officer**

**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**  
**September 16, 2019**  
**(Three signatures are required)**

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**Mayor Pete Scirrotto**

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**Deputy Mayor Robert Zimmerman**

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**Committeeman Layton**

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**Committeeman John Legge**

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**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.

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**Jennica Bileci, Township Clerk**