

**Township of Mantua
Workshop Meeting Agenda
October 7, 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 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 Daren White

Approval of Minutes:

September 16, 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

Proclamation:

Proclamation Recognizing October as Breast Cancer Awareness Month

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-144-2019:

RESOLUTION OF THE MAYOR AND TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA REFERRING ZONING CODE AMENDMENTS TO MANTUA TOWNSHIP JOINT LAND USE BOARD FOR REVIEW AND RECOMMENDATION PURSUANT TO N.J.S.A. 40:55D-26, 40:55D-62, 40:55D-64 AND 40:55D-32

Statement:

This Resolution will authorize the Land Use Board to review the revisions and amendments and a zoning map in accordance with its periodic review of the Master Plan.

Motion _____ **Second** _____

RESOLUTION R-145-2019:

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-146-2019:

RESOLUTION APPROVING AN AGREEMENT BETWEEN THE TOWNSHIP OF MANTUA AND SCHAFFER PYROTECHNICS FOR A FIREWORKS DISPLAY TO OCCUR ON NOVEMBER 30, 2019 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 \$3,500.00

Motion _____ **Second** _____

RESOLUTION R-147-2019:

ENFORCING A HALLOWEEN CURFEW IN THE TOWNSHIP OF MANTUA COMMENCING OCTOBER 30, 2019 UNTIL OCTOBER 31, 2019 AND SETTING TIMES FOR TRICK-OR-TREATING FOR OCTOBER 31, 2019

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-148-2019:

A RESOLUTION APPROVING AND AUTHORIZING MECHANICS LIEN ON REAL PROPERTY LOCATED IN THE TOWNSHIP OF MANTUA KNOWN AS 25 MANTUA BLVD., FOR MAINTENANCE WORK AUTHORIZED BY THE TOWNSHIP OF MANTUA

Statement:

This Resolution will lien the property known 25 Mantua Blvd for lawn maintenance work that was administered by the Mantua Township Public Works department.

Motion _____ **Second** _____

RESOLUTION R-149-2019:

A RESOLUTION AUTHORIZING AN AWARD OF CONTRACT UNDER A NATIONAL COOPERATIVE PURCHASING AGREEMENT FOR PLAYGROUND EQUIPMENT IN THE AMOUNT OF \$8,894.78 FOR MC CARSON PARK

Statement:

This Resolution will authorize the Township to purchase two arch swing sets under a cooperative purchasing agreement manufactured by Little Tikes Commercial for Mc Carson Park.

Motion _____ **Second** _____

RESOLUTION R-150-2019:

RESOLUTION OF THE TOWNSHIP COMMITTEE AUTHORIZING THE PURCHASE OF AN EXMARK LAZER ZERO TURN MOWER THROUGH THE EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY COOPERATIVE PRICING SYSTEM

Statement:

This Resolution will authorize the purchase of a zero-turn mower for the Mantua Township Park Department. This expenditure was authorized under the 2019 capital program in the amount of \$17,703.78.

Motion _____ **Second** _____

RESOLUTION R-151-2019:

A RESOLUTION ADOPTING GRIEVANCE PROCEDURE UNDER THE AMERICANS WITH DISABILITIES ACT

Statement:

This Resolution will establish the Grievance Procedure to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA").

Motion _____ **Second** _____

RESOLUTION R-152- 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 Township to insert the 2019 Drive Sober or Get Pulled Over Grant in the amount of to offset overtime monies incurred for police offices salaries administering the grant in the amount of \$5,500.00

Motion _____ **Second** _____

RESOLUTION R-153-2019:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA REQUESTING THE APPROVAL OF ITEMS OF REVENUE FOR THE BULLETPROOF VEST PROGRAM AND APPROPRIATION (N.J.S.A. 40A:4-87) OF THE SAME

Statement:

This Resolution will authorize the Township to insert the 2019 Bullet Proof Vest Grant in the amount of \$2,931.62 to offset the cost for purchasing bullet proof vests for the officer in our police Department. o

Motion _____ **Second** _____

RESOLUTION R-154-2019:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AWARDDING A BID IN THE TOTAL AMOUNT OF \$168,706.25 TO SOUTH STATE, INC FOR THE PROJECT KNOWN AS FY 2019 NJDOT MUNICIPAL AID-RECONSTRUCTION OF EAST WARREN AVENUE

Statement:

This Resolution will award a contract to South State Inc for the Reconstruction of East Warren Avenue. This project is funded by a NJDOT grant.

Motion _____ **Second** _____

RESOLUTION R-155-2019:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA ACCEPTING THE 2018 MUNICIPAL AUDIT REPORT AND AUTHORIZING THE SIGNING OF THE GROUP AFFIDAVIT FORM

Statement:

The Township Committee of the Township of Mantua desires to accept the audit of 2018 for the municipality and also have signed the Group Affidavit form for the State of New Jersey as required by law.

Motion _____ **Second** _____

RESOLUTION R-156-2019:

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 2018

Statement:

This Resolution will accept and approve the 2018 Municipal Audit Corrective Action Plan filed by the Township CFO which includes to update the fixed asset inventory for the Township of Mantua.

Motion _____ **Second** _____

RESOLUTION R-157-2019:

RESOLUTION OF THE MAYOR AND TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA REFERRING THE JAKE HONING COMPASSIONATE USE MEDICAL CANNABIS ACT TO THE MANTUA TOWNSHIP JOINT LAND USE BOARD FOR REVIEW AND COMMENT

Statement:

This Resolution will request that that the Land Use Board review the provisions of the Jake Honing Compassionate Use Medical Cannabis Act for zoning and land use recommendations.

Motion _____ **Second**_____

RESOLUTION R-158-2019:

RESOLUTION OF THE TOWNSHIP COMMITTEE AWARDDING A CONTRACT TO CLEAR LAND INC FOR THE REMOVAL OF DEBRIS FROM THE PUBLIC WORKS COMPOST YARD

Statement:

This Resolution approves the contract for the removal of debris at the Public Works compost site with Clear Land Inc.

Motion _____ **Second**_____

RESOLUTION R-159-2019:

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, 2020 – JUNE 30, 2021

Statement:

This Resolution will approve the strategic plan for funding for the Municipal Alliance Grant in the amount of \$38,000.00.

Motion _____ **Second**_____

RESOLUTION R-160-2019:

RESOLUTION OF THE MANTUA TOWNSHIP COMMITTEE AUTHORIZING A CONSTRUCTION PERMIT FEE REFUND IN THE AMOUNT OF \$10.00

Statement:

This Resolution will authorize the Township to refund Lisa Eastlack an overpayment in the amount of \$10.00 for a construction permit.

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
October 7, 2019
(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