

**Township of Mantua  
Workshop Meeting Agenda  
November 18, 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 Darren White

**Approval of Minutes:**

October 21, 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** \_\_\_\_\_

**ORDINANCE O-15-2019:  
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, C1052 ALSO KNOWN AS 1052 TRISTRAM CIRCLE

**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\_\_\_\_\_

ORDINANCE O-16-2019:  
**First Reading**

AN ORDINANCE OF THE TOWNSHIP OF MANTUA  
ADOPTING ZONING CODE AMENDMENTS AND ZONING MAP  
PURSUANT TO THE TOWNSHIP OF MANTUA’S PERIODIC  
REVIEW OF ITS MASTER PLAN

**Statement:**

This Ordinance will adopt and amend the Zoning Code and the Zoning Map as approved by the Master Plan document. These zoning amendments have been reviewed and are recommended by the Land Use Board.

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

ORDINANCE O-17-2019:  
**First Reading**

AN ORDINANCE OF THE TOWNSHIP OF MANTUA AMENDING  
CHAPTER 296 “PEDDLING AND SOLICITING” OF THE CODE OF  
THE TOWNSHIP OF MANTUA CREATING A “DO NOT KNOCK  
REGISTRY”

**Statement:**

This Ordinance will allow residents to register for a “No Knock” decal which will prohibit solicitors from knocking at the resident’s house.

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

RESOLUTION R-162-2019:

RESOLUTION OF THE TOWNSHIP OF MANTUA APPROVING  
STATE CONTRACT NO. FOR REPLACEMENT PC’S IN THE  
MANTUA TOWNSHIP POLICE DEPARTMENT

**Statement:**

This Resolution will approve the purchase of PC’s and laptops for the Mantua Township Police Department in the amount of \$59,415.00. The need for this project is due to the requirement from New Jersey State Police that all departments must be running Windows 10 in order to be in compliance with the FBI Security policy.

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

RESOLUTION R – 163-2019:

A RESOLUTION OF THE TOWNSHIP OF MANTUA  
APPROVING A STATE CONTRACT NO. 17-FLEET-00776 FOR  
SOLAR SPEED SIGNS IN THE AMOUNT OF \$6,654.20

**Statement:**

This Resolution will approve the purchase of two solar speed signs for the Police Department in the amount of \$6,654.20.

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

RESOLUTION R-164-2019:

A RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO STEEPLECHASE IRRIGATION FOR IRRIGATION REPAIRS AND UPGRADES AT CHESTNUT BRANCH PARK IN THE AMOUNT OF \$9,255.00

**Statement:**

This Resolution will approve a contract with Steeplechase irrigation for irrigation upgrades at Chestnut Branch Park in the amount of \$9,255.00.

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

RESOLUTION R-165-2019:

A RESOLUTION OF THE MANTUA TOWNSHIP COMMITTEE AUTHORIZING A SOLAR PERMIT PROJECT FEE BE REFUNDED FOR THE PROPERTY KNOWN AS 160 BRIDGETON PIKE, MANTUA, NJ 08051 IN THE AMOUNT OF \$320.00

**Statement:**

This Resolution will appoint refund a solar permit fee in the amount of \$320.00.

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

RESOLUTION R-166-2019:

A RESOLUTION OF THE MANTUA TOWNSHIP COMMITTEE AUTHORIZING A HOUSING INSPECTION FEE BE REFUNDED FOR THE PROPERTY KNOWN AS 126 PENDRAGON WAY, MANTUA, NJ 08051 IN THE AMOUNT OF \$60.00

**Statement:**

This Resolution will refund a housing inspection fee in the amount of \$60.00.

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

RESOLUTION R-167-2019:

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-168-2019:

RESOLUTION APPOINTING KEVIN FLEM AS A SPECIAL LAW ENFORCEMENT OFFICER CLASS II WITHIN THE MANTUA TOWNSHIP POLICE DEPARTMENT

**Statement:**

The Township of Mantua will appoint Kevin Flem as a Class 2 officer in the Township of Mantua as recommended by Chief White.

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

RESOLUTION R-169-2019:

RESOLUTION OF THE TOWNSHIP OF MANTUA AUTHORIZING A SHARED SERVICE AGREEMENT WITH THE COUNTY OF GLOUCESTER and THE GLOUCESTER COUNTY IMPROVEMENT AUTHORITY FOR SERVICES TO PROMOTE ECONOMIC GROWTH AND SUSTAINABILITY IN THE ROUTE 322- ROWAN WEST CAMPUS REGIONAL REDEVELOPMENT AREA

**Statement:**

The Township of Mantua along with the following participating municipalities: Harrison, Mantua and Glassboro have each entered into a collective regional redevelopment plan and this Resolution will authorize the Township of Mantua to utilize the resources of the County and the GCIA to provide economic development services as needed and generally advance the redevelopment of the 322-Rowan West Campus Redevelopment Area.

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

RESOLUTION R-170-2019:

A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER ONE REQUIREMENTS

**Statement:**

This Resolution will adopt best practices and standards that will reduce the potential of cyber-attack claims and allow the Township claim a reimbursement of paid deductible in the event of a cyber insurance policy claim.

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

RESOLUTION R -171-2019:

A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER TWO REQUIREMENTS

**Statement:**

This Resolution will adopt a cyber risk management plan for Tier 2 compliance with the MEL cyber insurance.

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

RESOLUTION R-172-2019:

A RESOLUTION APPROVING THE RELEASE OF A PERFORMANCE BOND IN THE AMOUNT OF \$675,175.50 FILED BY TINDALL HOMES AT MANTUA LLC FOR THE PROJECT KNOWN AS THE LEGENDS AT MANTUA AND ACCEPTING A MAINTENANCE BOND IN THE AMOUNT OF \$197,662.24 TO BE HELD BY THE TOWNSHIP OF MANTUA FOR A PERIOD OF TWO YEARS

**Statement:**

This Resolution will release the Performance Bond for the project known as the Legends at Mantua and accept a maintenance bond for a period of two years as recommended by the Township engineer.

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

RESOLUTION R-173-2019:

A RESOLUTION OF THE TOWNSHIP COMMITTEE APPOINTING RONALD SNYDER FOR THE POSITION OF FIRE SUB-CODE OFFICIAL FOR THE TOWNSHIP OF MANTUA

**Statement:**

This Resolution will appoint Ron Snyder to the position of Fire Sub Code for the Township of Mantua.

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

RESOLUTION R-174-2019:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA TO MAKE CERTAIN BUDGET TRANSFERS BETWEEN APPROPRIATION RESERVES PURSUANT TO N.J.S.A.40A:4-58

**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 175-2019:

A RESOLUTION AWARDED A CONTRACT IN THE AMOUNT OF \$24,881.00 TO RELIABLE CONTRACTING LLC. FOR CURBING AND SIDEWALKS IN THE TOWNSHIP OF MANTUA

**Statement:**

This Resolution will authorize a contract with Reliable Contracting for sidewalk repair and replacement on Norris Street and Mantua Blvd.

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 18, 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**