

Township of Mantua
April 6, 2020
Mantua Township Municipal Building
6:00 P.M.

On the above date the Township Committee of the Township of Mantua held a Workshop Committee Meeting in the Mantua Township Municipal Building, 401 Main Street, Mantua, New Jersey 08051.

Mayor Scirrotto called the meeting to order. The time was 6:00 p.m. Mayor Scirrotto asked everyone to rise for the Flag Salute and remain standing to observe a moment of silence.

Mayor Scirrotto delivered the Sunshine Notice as required by the New Jersey Open Public Meetings Act.

Administrator Bileci noted that we are using Zoom to conduct our public meeting to comply with the Governor's Order and continue to practice social distancing. Please bear with us as we navigate through this new way on conducting our meeting.

I wanted to explain how the agenda will be handled more specifically with the public portion. Public participation will be open right after our Chief of Police provides his department update.

For those of you who are in attendance as members of the public using the webcast you are able to see and hear us. If you have a question or comment during the public participation, you will be using "raise your hand" option and if you are dialed in and only hearing, using the *9 function, when we call on you we will state the last 4 digits of your number since we cannot see your name as we can with the others who are logged into zoom on the webcast.

Participants will be put in a queue. The administrator will notify callers using the last two digits of their phone numbers which will be displayed in the system. For example, a caller with the phone number 937-555-5555 will hear the administrator say "number 5-5" it is your turn to speak. The caller will then hear the word "UNMUTE" and will be offered the opportunity to make his or her comment.

Again, we ask for your patience since this our first time conducting a meeting in this manner, but our goal is to be able to still do business in the Township while keeping our staff safe and complying with the stay at home order."

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, Glenn deMers, Asst. Superintendent of Public Works, Chief Darren White

Approval of Minutes: March 16, 2020, Committeeman Legge made a motion to approve; it was 2nd by Committeeman Layton, Deputy Mayor Zimmerman Abstained. All in Favor

Engineering Report:

Paving Plus as well as South State have both completed their punch lists for their jobs. Both will sending in their final status as soon as they have completed the necessary computations.

Department of Public Works Report:

Mr. deMers noted that the department is working with split staffing with only the basic services through the Pandemic Covid-19 virus. Basic services would include trash, recycling & grass pick up as well as the department is picking up brush.

Mr. deMers discuss that that Public Works will be picking up bulk this week and that the department will be staggering the drivers during this week as well to ensure that we have the least amount of contact.

In addition, Glenn noted that the department has 2 cleaning crews going through our 4 main buildings at this time. They are doing this twice a day. They are cleaning all contact points as well as basic janitorial service.

Glenn discussed that the concrete work at the Veterans Memorial in front of the Municipal Building has been completed.

Police Department Report:

The Chief discuss that community service has been postponed for the time and the department has obtained temporary waivers for the class 3 officers to work as class 2 officers should an emergent situation arise. They would normally be confined to the schools and unable to help out, but with this waiver we can use them on the road, if needed.

Chief White discussed that prior to the shutdown, the PD hosted a course at the police academy. It was very successful and allowed for us to obtain \$600 in free training. Otherwise, all training is now cancelled or postponed until at least the end of April, and likely longer. In addition, the Chief noted that the department hosted their first mobile inspection checkpoint on March 5th. Everything went well. In addition, the Chief noted that the canine fundraiser scheduled for March 28th was postponed for obvious reasons.

Darren made mention that their reaccreditation went very well with no major issues. They just received our official letter of re-accreditation last week, which was forwarded for reimbursement by our insurance carriers.

As you can see on the summary reports, call volume and arrests is/are down significantly. We are/will be enforcing the executive orders to the extent that is practical, and educating them. There have been several documents put out that have been helpful to us that summarize what can remain open, which are updated often.

The Chief noted that the department obtained several gallons of sanitizer for officers to use in their vehicles and that he ordered two commercial ozone generators. In addition, Darren noted that he found a company that donated enough hand sanitizer to get the department through a little while, but he is still looking for additional sources for purchase.

The Chief noted that he has been evaluating scheduling changes that will further limit officers' contact with the public and other members of the department. Darren has consulted with the labor attorney and he feels it is within his management rights to make these modifications for public and officer safety. As an example of the difficulties faced, an article just came out on April 1st about the Hawthorne Police Department, a similarly sized department to Mantua, having a quarter of their officers out due to the COVID-19 virus. Darren noted that he wants to take whatever actions he can to avoid a similar fate as the virus continues to exponentially spread into south jersey.

In addition, the Chief noted that there is an increased cleaning schedule has been initiated including a checklist to know what was hit when. Officers have been instructed to wipe down workstations and vehicles before usage. Officers have been instructed to stay home and quarantine if they display any symptoms commonly associated with the COVID-19 virus. These symptoms have been thoroughly explained. Officers/clerks have received guidance on social distancing, hand washing, uniform and equipment cleaning, and other isolation techniques that will keep them safer while still allowing them to do their jobs. We placed a phone into our vestibule for officers to use to speak with walk-ins without interaction. We also placed a mailbox there as well in case they need to drop off paperwork. The door that would normally allow them into the lobby has been locked and notices placed. Officers have been instructed not to use the front door for anything other than a life-threatening emergency. The records room will remain open to allow officers to see the person with which they are speaking. They can also use the port at the record' window to exchange paperwork, if needed, without direct exposure.

In addition, Darren noted that the department has been divided into zones with one using the Mantua headquarters building and the other assigned to the Wenonah building. There is to be no in-person interaction between these two groups unless it is a life-threatening emergency. One detective has been assigned to the Mantua building and two administrators have been assigned to the Wenonah building in order to maintain separation. In-person shift briefings have been cancelled in favor of other electronic methods. The police clerks have been assigned to a schedule that does not result in their shifts overlapping with each other to maintain separation. Officers are taking extra precautions with all calls. All detectives have been instructed to be clean shaven to ensure proper fit of PPE.

Deputy Mayor Zimmerman made a motion to open to the public; it was 2nd by Committeeman Layton. All in Favor

Public Participation:

Nelson Moyer – 311 Main Street – regarding closing of the basketball courts, Mr. Nelson noted that maybe a steering block could be put on the courts and this would prohibit anyone from jumping the fence and trying to use the courts.

Deputy Mayor Zimmerman made a motion to close; it was 2nd by Committeeman Legge. All in Favor

ORDINANCE O-2-2020: AN ORDINANCE OF THE TOWNSHIP OF MANTUA AMENDING CHAPTER 217 "HOUSING STANDARDS" OF THE CODE OF THE TOWNSHIP OF MANTUA

Deputy Mayor Zimmerman made a motion to open to the public; it was 2nd by Committeeman Legge. All in Favor

Deputy Mayor Zimmerman made a motion to close to the public; it was 2nd by Committeeman Legge. All in Favor

Deputy Mayor Zimmerman made a motion to adopt; it was 2nd by Committeeman Legge. All in Favor

RESOLUTION R-63-2020: A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING CHANGE ORDER NO. 1 FOR THE PROJECT KNOWN AS THE 2017 NJ DOT MUNICIPAL AID ROAD PROGRAM RESURFACING & SAFETY IMPROVEMENTS TO TYLERS MILL ROAD – PHASE 2 IN THE INCREASED AMOUNT OF \$13,877.78

Deputy Mayor Zimmerman made a motion to adopt; it was 2nd by Committeeman Legge. All in Favor

RESOLUTION R- 64-2020: A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING CHANGE ORDER NO. 1 FOR THE PROJECT KNOWN AS 2017 ROAD PROGRAM RESURFACING & SAFETY IMPROVEMENTS TO FAIRVIEW DRIVE, WEATHERBY DRIVE & GREEN LANE IN THE INCREASED AMOUNT OF \$17,944.18

Deputy Mayor Zimmerman made a motion to adopt; it was 2nd by Committeeman Legge. All in Favor

RESOLUTION R-65-2020: RESOLUTION CANCELING TAXES FOR A TOTALLY DISABLED VETERAN GEORGE STONE LOCATED AT BLOCK 158.01 LOT 25 FOR THE PROPERTY KNOWN AS 14 RIDGEVIEW COURT, SEWELL EFFECTIVE JANUARY 7, 2020 AND THEREAFTER AND CANCELLING TAXES

Deputy Mayor Zimmerman made a motion to adopt; it was 2nd by Committeeman Legge. All in Favor

RESOLUTION R-66-2020: RESOLUTION OF THE TOWNSHIP COMMITTEE RENEWING A CONTRACT TO NEW LIFE LANDSCAPING FOR LAWN MAINTENANCE SERVICES

Deputy Mayor Zimmerman made a motion to adopt; it was 2nd by Committeeman Legge. All in Favor

RESOLUTION R-67-2020: RESOLUTION OF THE TOWNSHIP COMMITTEE AUTHORIZING THE SALE OF BLOCK 61, LOT 1, C1362 (1362 TRISTRAM CIRCLE) AN AFFORDABLE UNIT PURSUANT TO A CONTRACT OF SALE

Deputy Mayor Zimmerman made a motion to adopt; it was 2nd by Committeeman Legge. All in Favor

Remarks from the Township Committee:

Committeeman Layton asked that everyone stay safe during these trying times.

Committeewoman Lukens also noted that everyone should stay home and stay safe.

Committeeman Legge thanked everyone for doing a great job and to stay safe.

Deputy Mayor Zimmerman thanked everyone at the municipality for doing a great job. He noted that these are trying times for everyone and thanked everyone for staying safe and doing their jobs at home as well.

Administrator Bileci noted that she and Lt. Grady each day sit in on the OEM daily updates and that the county will be putting out a dashboard with is open and their respective hours. This will be also on the Township website for the public to see. During this time, the Governor has extended the dates that are due for the budget. The Township is looking to introduce the Budget at the May 4, 2020 meeting.

Mayor Scirrotto thanked everyone at the municipal building as well as first responders for all their help during the time. He asked that everyone stay safe until we can get back to normal.

Deputy Mayor Zimmerman made a motion to approve the bill list; it was 2nd by Committeeman Legge.

Deputy Mayor Zimmerman made a motion to close; it was 2nd by Committeeman Legge.
All in Favor

Respectfully submitted,



Pamela LeVine, Deputy Clerk