

**Township of Mantua
Workshop Meeting Agenda
June 15, 2020
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 2020. The schedule is posted on the bulletin board in the Municipal Building and was mailed to the South Jersey Times and Courier-Post newspapers on January 6, 2020. Notice was also filed with the Township Clerk.

Additional public notice was posted on our website noting that the meeting format has changed to a teleconference video platform due to COVID 19.

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, Mr. Jon Bryson, Engineer, Gen Demers, Acting Superintendent of Public Works, Chief White

Approval of Minutes:

May 18, 2020

Motion _____ **Second** _____

Proclamations:

Proclamation recognizing June 4th as "Tourette Syndrome Awareness Day"

Engineering Report:

Jon Bryson, Township Engineer

**Department of
Public Works Report:**

Glenn deMers, Assistant Superintendent of Public Works

Police Department Report:

Chief Darren White

Pursuant to Resolution R-32-2020, there is a time limit of five (5) minutes per person

Public Participation:

Motion to Open _____ **Second** _____

Motion to Close _____ **Second** _____

ORDINANCE O-4-2020:
Public Hearing

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 \$1,235,000 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 \$984,0000; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING

Statement:

This Ordinance will authorize the sum of \$1,235,000.00 to be raised by the issuance of bonds or bond anticipation notes, together with the sum of \$51,863.00 which amount represents the required down payment, and \$199,137 which represents a grant from N.J.D.O.T. are hereby appropriated for the purposes stated in this bond ordinance.

Motion to open to Public:

Motion_____ Second_____

Motion to Close to Public:

Motion_____ Second_____

Motion to Adopt:

Motion_____ Second_____

ORDINANCE 0-6-2020:
Adoption

ORDINANCE OF THE TOWNSHIP OF MANTUA AMENDING THE CODE OF THE TOWNSHIP OF MANTUA CREATING SECTION 219 “INVASIVE PLANT SPECIES” FOR THE PURPOSES OF PROHIBITING THE PLANTING AND CONTROLLING THE GROWTH OF INVASIVE PLANT SPECIES

Statement:

This Ordinance will amend the Township Code to include a section on invasive plant species for the purpose of prohibiting the planting and growth of these types of plants.

Motion to open to Public:

Motion_____ Second_____

Motion to Close to Public:

Motion_____ Second_____

Motion to Adopt:

Motion_____ Second_____

RESOLUTION R-78-2020:

RESOLUTION OF THE TOWNSHIP COMMITTEE
OF THE TOWNSHIP OF MANTUA AUTHORIZING THE BUDGET
TO BE READ BY TITLE ONLY

Statement:

Under New Jersey Budget law, the budget, as advertised, may be read by title only, if at least one week prior to the public hearing, the approved budget as advertised shall be made available where public documents and notices are customarily posted and copies made available to each person requesting same. These requirements were met by the Township of Mantua.

Motion _____ **Second** _____

PUBLIC HEARING ON THE 2020 MUNICIPAL BUDGET:

Motion to Open _____ **Second** _____

Motion to Close _____ **Second** _____

Statement:

This Public Hearing is for the introduced 2020 Municipal Budget. All copies of the budget document are available on the website. The budget presentation will be delivered by our Township Administrator at the June 24, 2020 special meeting which will be held at 6:00 P.M. at the Mantua Township Municipal Building.

Motion _____ Second _____

RESOLUTION R-79-2020:

RESOLUTION OF THE TOWNSHIP OF MANTUA TO
AMEND THE 2020 MUNICIPAL BUDGET

Statement:

This Resolution will amend the 2020 Municipal Budget decreasing the general appropriations in the amount of \$71,721.31. This budget amendment requires a public hearing which will be heard at the July 24, 2020 Special Meeting at 6:00 p.m.

Motion _____ Second _____

RESOLUTION R-80-2020:

A RESOLUTION OF THE MANTUA TOWNSHIP
COMMITTEE AUTHORIZING A REFUND FOR A FOOD
TRUCK VENDOR PERMIT FEE IN THE AMOUNT OF \$150.00

Statement:

This Resolution will authorize a food truck vendor application refund in the amount of \$150.00 to Jeremiahs Custom Cuisine.

Motion _____ Second _____

RESOLUTION R-81-2020:

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-82-2020:

A RESOLUTION APPROVING PARTICIPATING WITH THE STATE OF NEW JERSEY FOR A SAFE AND SECURE COMMUNITIES PROGRAM ADMINISTERED BY THE NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY, SUBAWARD NO. 20-0810, SUBAWARD PERIOD 4/15/20 - 4/14/21, IN THE AMOUNT OF \$60,000.00

Statement:

This Resolution will authorize the Police Department to apply for a Safe and Secure grant that will be utilized to offset police salaries.

Motion _____ Second _____

RESOLUTION R-83 -2020:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING TAX REFUNDS

Statement:

This Resolution will authorize tax refunds in the Township of Mantua.

Motion _____ Second _____

RESOLUTION R-84-2020:

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 OFF-DUTY POLICE EMPLOYMENT

Statement:

This Resolution will authorize the Township to establish a dedicated trust account for off-duty police compensation in the budget. This trust account will receive funds from various sources to be used to offset expenses incurred for traffic control and off-duty police employment.

Motion _____ **Second** _____

RESOLUTION R-85-2020:

RESOLUTION OF THE TOWNSHIP OF MANTUA
AUTHORIZING A CONTRACT WITH B SAFE FOR THE
INSTALLATION OF A VIDEO CAMERA SECURITY SYSTEM AT
THE MUNICIPAL BUILDING

Statement

This Resolution will authorize a contract with B Safe for the installation of a new cameras at the Mantua Township Municipal Building. These cameras will replace the existing system and make the necessary upgrades to improve the security inside the building as well as on the exterior of the facility.

Motion _____ Second _____

RESOLUTION R-86-2020:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF MANTUA AUTHORIZING THE TAX
COLLECTOR TO PROCESS THIRD QUARTER
“ESTIMATED” TAX BILLS DUE AUGUST 1, 2020

Statement

This Resolution will authorize the Tax Collector to process estimated tax bills for the third quarter of the year 2020-21 in order to generate revenue and maintain a sufficient cash flow for the third quarter of the year 2020. This is at the recommendation of the Director of Local Government Services due to the disruption caused by the coronavirus outbreak and the State delaying the adoption of the budget to September 30, 2020.

Motion _____ Second _____

RESOLUTION R-87-2020:

A RESOLUTION OF THE TOWNSHIP COMMITTEE
OF THE TOWNSHIP OF MANTUA ACCEPTING THE LETTER OF
RETIREMENT FROM CAPTAIN JEFF FERRY IN THE MANTUA
TOWNSHIP POLICE DEPARTMENT

Statement:

This Resolution will accept Captain Jeff Ferry’s retirement effective October 1, 2020 and approve the use of terminal leave.

Motion _____ **Second** _____

RESOLUTION R-88-2020:

RESOLUTION TEMPORARILY RELAXING EXISTING ORDINANCES AND PROCEDURES ASSOCIATED WITH REVIEW AND APPROVAL FOR EXISTING RESTAURANTS AND FOOD ESTABLISHMENTS AND RETAIL BUSINESSES PROVISION FOR OUTDOOR DINING AND OUTDOOR DISPLAYS TO PROVIDE ASSISTANCE TO LOCAL RETAIL BUSINESSES UNDER THE CURRENT SOCIAL DISTANCING RESTRICTIONS ENACTED IN CONNECTION WITH THE ONGOING, CORONAVIRUS PUBLIC HEALTH EMERGENCY AND SUBJECT TO THE RESCISSION AND/OR RELAXATION OF THE CURRENT “STAY AT HOME” EXECUTIVE ORDER

Statement:

This Resolution is a direct result of the guidance from Executive Order 150 permitting outdoor dining which permits municipalities to use their existing authority to permit food or beverage establishments to expand their footprint to outdoor areas, both within their property and in municipally-governed areas such as sidewalks, streets, or parks. This Resolution will allow the Township to be flexible with zoning and land use laws to assist local businesses with re-opening successfully.

Motion_____ Second_____

RESOLUTION R-89-2020:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA INCREASING THE COMMUNITY DEVELOPMENT BLOCK GRANT CONTRACT IN THE AMOUNT OF \$50,000.00 FOR THE SENIOR COMMUNITY CENTER ROOF REPLACEMENT PROJECT

Statement:

This Resolution will allow the Township to accept an additional \$50,000.00 for the CDBG project that was approved by the County of Gloucester to increase the scope of work needed to complete the senior community center roof replacement project.

Motion_____ Second_____

RESOLUTION R-90-2020:

RESOLUTION OF THE TOWNSHIP COMMITTEE AUTHORIZING WITHDRAWAL FROM THE AFFORDABLE HOUSING TRUST FUND PURSUANT TO COURT ORDER

Statement:

This Resolution will authorize the Township subject to court approval to withdrawal \$4,400.00 from the Affordable Housing Trust Fund as payment for an appraisal.

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
JUNE 15, 2020
(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