

**Township of Mantua
Workshop Meeting Agenda
February 14, 2022
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 2022. 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 4, 2022. 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. Jeff Daniels, Solicitor, Erika Covely Engineer, Glenn deMers, Superintendent of Public Works, Chief Daren White

Approval of Minutes: January 3, 2022

Motion _____ **Second** _____

Engineering Report: Erika Covely, Township Engineer

Department of Public Works Report: Glenn deMers, Superintendent of Public Works

Police Department Report: Chief Darren White

Proclamation: Proclamation Designating February 2022 as American Heart Month

Pursuant to Resolution R-32-2022, there is a time limit of five (5) minutes per person

Public Participation: **Motion to Open** _____ **Second** _____

Motion to Close _____ **Second** _____

RESOLUTION R-39-2022:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING THE HIRING OF TYLER ROBERTSON TO THE RANK OF PATROL OFFICER WITH THE MANTUA TOWNSHIP POLICE DEPARTMENT

Statement:

This Resolution will approve the hiring of Tyler Robertson to the rank of patrol officer with the Mantua Township Police Department.

Motion _____ **Second** _____

Swearing In Ceremony:

Patrol Officer Tyler Robertson

RESOLUTION R-40-2022:

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

Statement:

The Township of Mantua will appoint Thomas Cirone as a Class II officer in the Mantua Township Police Department.

Motion _____ **Second** _____

RESOLUTION R-41-2022:

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

Statement:

This Resolution will approve various tax refunds in the Township of Mantua.

Motion _____ **Second** _____

RESOLUTION R-42 -2022:

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING THE REFUND OF REMAINING PROFESSIONAL ESCROW FUNDS

Statement:

This Resolution will approve a refund to Viking Property for the remaining balance of their professional escrow fees.

Motion _____ **Second** _____

RESOLUTION R-43-2022:

RESOLUTION APPROVING A CONTRACT WITH TRIAD ASSOCIATES TO PROVIDE AFFORDABLE HOUSING ADMINISTRATIVE AGENT CONSULTING SERVICES FOR THE TOWNSHIP OF MANTUA

Statement:

This Resolution will authorize a contract with Triad Associates to provide affordable housing administrative agent consulting services.

Motion _____ **Second** _____

RESOLUTION R-44-2022:

RESOLUTION AUTHORIZING THE TOWNSHIP OF MANTUA THROUGH THE MANTUA POLICE DEPARTMENT, TO PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT OFFICE, 1033 PROGRAM TO ENABLE THE MANTUA POLICE DEPARTMENT TO REQUEST AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT FROM 1/1/2022 THROUGH 12/31/2022

Statement:

This Resolution will authorize the police department to participate in the 1033 program which allows them to acquire equipment and property from the Department of Defense.

Motion _____ **Second** _____

RESOLUTION R-45-2022:

A RESOLUTION OF THE MANTUA TOWNSHIP COMMITTEE AUTHORIZING A CONSTRUCTION PERMIT FEE (PERMIT # 221-768) BE REFUNDED FOR THE PROPERTY KNOWN AS 20 LORING LANE, SEWELL, NJ 08080 IN THE AMOUNT OF \$410.00

Statement:

This Resolution will refund a construction permit fee in the amount of \$410.00.

Motion _____ **Second** _____

RESOLUTION R-46-2022:

A RESOLUTION OF THE MANTUA TOWNSHIP COMMITTEE AUTHORIZING A REFUND FOR A CONSTRUCTION PERMIT FEE FOR THE PROPERTY KNOWN AS 5 WESTWOOD DRIVE, MANTUA, NJ 08051 IN THE AMOUNT OF \$60.00

Statement:

This Resolution will refund a construction permit fee in the amount of \$60.00.

Motion _____ **Second** _____

RESOLUTION R-47-2022:

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING PET REGISTRATION REFUNDS DUE TO OVERPAYMENTS

Statement:

This Resolution will authorize pet registration refunds due to overpayments.

Motion _____ **Second** _____

RESOLUTION R-48-2022:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA, AUTHORIZING THE MAYOR'S EXECUTION OF A SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF MANTUA, THE TOWNSHIP OF HARRISON AND THE BOROUGH OF GLASSBORO FOR THE IMPLEMENTATION OF THE REGIONAL REDEVELOPMENT PLAN FOR THE ROUTE 322 ROWAN WEST CAMPUS REGIONAL REDEVELOPMENT AREA

Statement:

This Resolution will authorize the Township of Mantua to enter into a shared service agreement Mantua, Harrison and Glassboro to implement a regional redevelopment plan for the Route 322 West Campus regional redevelopment area.

Motion _____ **Second** _____

RESOLUTION R-49-2022:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING WITH ROWAN UNIVERSITY, BIOENERGY DEVCO, THE TOWNSHIP OF HARRISON, AND THE BOROUGH OF GLASSBORO REGARDING THE REDEVELOPMENT OF PROPERTY LOCATED WITHIN THE ROUTE 322 ROWAN WEST CAMPUS REGIONAL REDEVELOPMENT AREA PURSUANT TO THE ADOPTED REGIONAL REDEVELOPMENT PLAN

Statement:

This Resolution will authorize a Memorandum of Understating with Rowan University, Bio Energy, Harrison Township and Glassboro designating Rowan as the redeveloper of this site, negotiate a redevelopment agreement, and amend the regional redevelopment plan.

Motion _____ **Second** _____

RESOLUTION R-50-2022:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA, DIRECTING COLLIERS ENGINEERING AND DESIGN TO DRAFT AN AMENDMENT TO THE REGIONAL REDEVELOPMENT PLAN FOR THE ROUTE 322 ROWAN WEST CAMPUS REGIONAL REDEVELOPMENT AREA

Statement:

This Resolution will authorize the Township to prepare the redevelopment plan for the Rt. 322 regional redevelopment area. This site is located at the South Jersey Tech Park at Rowan University.

Motion _____ **Second** _____

RESOLUTION R-51-2022:

A RESOLUTION APPOINTING THE CONTACT PERSON FOR THE EMPLOYMENT PRACTICES LIABILITY ATTORNEY CONSULTANT SERVICE FOR THE GLOUCESTER, SALEM, CUMBERLAND COUNTIES MUNICIPAL JOINT INSURANCE FUND

Statement:

This Resolution will appoint the Township Administrator as the contact person for the employment practices liability attorney consultant service with the TRICO JIF.

Motion _____ **Second** _____

RESOLUTION R-52-2022:

RESOLUTION ESTABLISHING POLICIES AND PROCEDURE FOR THE PAYMENT OF CLAIMS, CLAIMANT’S SIGNATURE FOR PAYMENT PURSUANT TO N.J.S.A. 40A:5-16, N.J.A.C. 5:30-9A.6 AND N.J.A.C. 5:31-4.1 – IN THE TOWNSHIP OF MANTUA, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

Statement:

This Resolution will establish a policy and procedure for payments of claims and claimants’ signatures in the purchasing process.

Motion _____ **Second** _____

RESOLUTION R- 53-2022:

RESOLUTION APPROVING THE 2022 SAFETY CONTRACT BETWEEN THE TOWNSHIP OF MANTUA AND THE GLOUCESTER, SALEM, CUMBERLAND COUNTIES MUNICIPAL JOINT INSURANCE FUND AND AUTHORIZING THE SIGNATURES OF THE MANTUA TOWNSHIP SAFETY COMMITTEE AND DEPARTMENTS PARTICIPATING IN THE SAFETY INCENTIVE PROGRAM

Statement:

This Resolution will authorize the Township of Mantua to participate in the 2022 safety program in the Trico JIF.

Motion _____ **Second** _____

RESOLUTION R-54-2022:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA, IN THE COUNTY OF GLOUCESTER, NEW JERSEY GRANTING CONSENT TO THE MANTUA TOWNSHIP MUNICIPAL UTILITIES AUTHORITY FOR THE CONSTRUCTION OF IMPROVEMENTS TO THE AUTHORITY'S UTILITY SYSTEM

Statement:

This Resolution will consent to the completion of the Royal Oaks and Austin Street Sewer Pump station project and the issuance by the Mantua Township Utility's Authority to permanently finance the costs of this project.

Motion _____ **Second** _____

RESOLUTION R-55-2022

RESOLUTION ENDORSING THE APPLICATION & SUBMISSION OF GRANT APPLICATION AND EXECUTION OF AGREEMENT FOR MUNICIPAL AID FROM THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE RECONSTRUCTION OF BERGEN AVENUE

Statement:

This Resolution will authorize the Township Engineer to perform the engineering services for the 2022 NJDOT Grant – Reconstruction of Bergen Avenue.

Motion _____ **Second** _____

RESOLUTION R- 56-2022:

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING CHANGE ORDER NO. 1 FOR THE PROJECT KNOWN AS 2021 MANTUA TOWNSHIP LOCAL ROAD PROGRAM

Statement:

This Resolution will authorize a change order to the project known as the 2021 Mantua Township Local Road Program increasing the amount of the contract by \$12,908.75.

Motion _____ **Second** _____

RESOLUTION R-57-2022:

A RESOLUTION OF THE TOWNSHIP COMMITTEE APPOINTING ART OLSEN TO SERVE ON THE MANTUA TOWNSHIP HISTORICAL COMMISSION

Statement:

The Township of Mantua will appoint Art Olsen to serve on the Mantua Township Historical Commission.

Motion _____ **Second** _____

RESOLUTION R-58-2022:

A RESOLUTION MAKING APPOINTMENTS TO THE MANTUA TOWNSHIP BOARD OF HEALTH COMMISSION FOR THE TOWNSHIP OF MANTUA, COUNTY OF GLOUCESTER FOR 2022

Statement:

This Resolution will appoint members to the Mantua Township Board of Health.

Motion _____ **Second** _____

RESOLUTION R-59-2022:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING AND APPROVING THE PROMOTION OF EMPLOYEES WITHIN THE MANTUA TOWNSHIP DEPARTMENT OF PUBLIC WORKS

Statement:

This Resolution will appoint five employees in the Mantua Township Public Works Department.

Motion _____ **Second** _____

RESOLUTION R-60-2022:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPOINTING CANDICE PENNEWELL AS CHIEF FINANCIAL OFFICER FOR THE TOWNSHIP OF MANTUA, COUNTY OF GLOUCESTER

Statement:

This Resolution will appoint Candice Pennewell to serve a four-year term as the Chief Financial Officer for the Township of Mantua.

Motion _____ **Second** _____

RESOLUTION R-61-2022:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING THE AWARD OF A TOWNSHIP ISSUED FIREARM TO GREGORY SWEENEY IN RECOGNITION OF HIS RETIREMENT AS CORPORAL OF POLICE AND FOR HIS SERVICE WITH THE MANTUA TOWNSHIP POLICE DEPARTMENT

Statement:

This Resolution will authorize the award of a Township issued firearm to Gregory Sweeney in recognition of his retirement in the Mantua Township Police Department.

Motion _____ **Second** _____

RESOLUTION R-62-2022:

RESOLUTION OF THE TOWNSHIP OF MANTUA
EXECUTING A HOLD HARMLESS AGREEMENT WITH
GREGORY SWEENEY FOR THE RELEASE OF HIS
TOWNSHIP ISSUED SERVICE FIREARM

Statement:

This Resolution will execute a hold harmless agreement with Gregory Sweeney for the release of his firearm.

Motion _____ **Second** _____

Remarks from the Township Solicitor:

Remarks from the Township Administrator:

Approval of the Bill List: **Motion** _____ **Second** _____

Adjourn: **Motion** _____ **Second** _____

Announcements:

BILL LIST APPROVAL
February 14, 2022
(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