

**Township of Mantua
Workshop Meeting Agenda
April 18, 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:

March 21, 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

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** _____

ORDINANCE O1-2022:
Adoption

ORDINANCE AMENDING CHAPTER 230 OF THE TOWNSHIP CODE ENTITLED "LAND DEVELOPMENT" AND SECTION 230-70 ENTITLED "FAIR SHARE AFFIRMATIVE MARKETING" TO ADD 230-70.C "ADMINISTRATIVE AGENT FEES"

Statement:

This Ordinance will authorize The Township Committee to amends the section of the Township Code to include a fee to be charged by the Administrative Agent to the program seller or owner for which the services of the Administrative Agent are required.

Motion to open to Public:

Motion_____ Second_____

Motion to Close to Public:

Motion_____ Second_____

Motion to Adopt:

Motion_____ Second_____

ORDINANCE 2-2022:
First Reading

AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK

Statement:

The Local Government Cap Law, N.J.S.A. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.0% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions. N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years.

Motion_____ Second_____

ORDINANCE O-3-2022:
First Reading

AN ORDINANCE TO AMEND THE CODE OF THE TOWNSHIP OF MANTUA , CHAPTER 82 FIXING AND ESTABLISHING SALARIES AND COMPENSATIONS OF OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF MANTUA, IN THE COUNTY OF GLOUCESTER, STATE OF NEW JERSEY FOR THE YEAR 2022

Statement:

The Township Committee of the Township of Mantua desires to amend its existing ordinance pertaining to salaries and compensation to employees of the Township of Mantua in accordance with the proposed 2022 municipal budget.

Motion_____ Second_____

ORDINANCE 0-4-2022:

First Reading

A 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 \$1,560,000 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 \$1,482,000; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING

Statement:

This Ordinance will authorize the sum of \$1,560,000.00 to be raised by the issuance of bonds or bond anticipation notes, together with the sum of \$78,000.00 which amount represents the required down payment are hereby appropriated for the purposes stated in this bond ordinance.

Motion _____ **Second** _____

RESOLUTION R-75-2022:

(Inside the Budget)

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA INTRODUCING THE 2022 MUNICIPAL BUDGET

Statement:

This Resolution is to introduce the 2022 Mantua Township Municipal Local Budget with no local tax increase. A public hearing and final consideration on the budget is scheduled for the Township Committee Meeting on Monday, May 16, 2022 at 6:00 p.m. Copies of the budget can be obtained in the Office of the Township Clerk and on the Township website.

Motion _____ **Second** _____

RESOLUTION R-76-2022:

A RESOLUTION OF THE GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION’S “Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964”

Statement:

This Resolution will certify that the Township of Mantua has met the hiring practices that comply with United States Equal Employment Opportunity Commissions Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions.

Motion _____ **Second** _____

RESOLUTION R-77-2022:

A RESOLUTION OF THE MANTUA TOWNSHIP COMMITTEE AUTHORIZING A HVAC PERMIT FEE (PERMIT # 2022-028) BE REFUNDED FOR THE PROPERTY KNOWN AS 201 E. MANTUA AVE., WENONAH IN THE AMOUNT OF \$236.00

Statement:

This Resolution will refund a HVAC permit fee in the amount of \$236.00.

Motion _____ Second _____

RESOLUTION R-78-2022:

A RESOLUTION APPROVING THE RELEASE OF A MAINTENANCE BOND FOR THE PROJECT KNOWN AS LEGENDS OF MANTUA IN THE AMOUNT OF \$197,622.24

Statement:

This Resolution will release the maintenance bond for the Legends of Mantua project as recommended by the Township Engineer.

Motion _____ **Second** _____

RESOLUTION R-79-2022:

A RESOLUTION OF THE TOWNSHIP COMMITTEE RENEWING A CONTRACT TO NEW LIFE LANDSCAPING FOR LAWN MAINTENANCE SERVICES

Statement:

The Township of Mantua will authorize a contract with New Life Landscaping for lawn services at the Municipal Complex and Eli McCarson Park.

Motion _____ **Second** _____

RESOLUTION R-80-2022:

A RESOLUTION AWARDING A BID IN THE TOTAL AMOUNT OF \$195,093.25 TO PAVING PLUS FOR THE PROJECT KNOWN AS RECONSTRUCTION OF EAST MERCER AVENUE

Statement:

This Resolution will award a contract to Paving Plus in the amount of \$195,093.25 for the Reconstruction of East Mercer Avenue.

Motion _____ **Second** _____

RESOLUTION R-81-2022:

A RESOLUTION OF THE MANTUA TOWNSHIP COMMITTEE AUTHORIZING A PLUMBING PERMIT FEE (PERMIT # 2100692) BE REFUNDED FOR THE PROPERTY KNOWN AS 225 TONY CIRCLE, MANTUA, NJ IN THE AMOUNT OF \$60.00

Statement:

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

Motion_____ Second_____

RESOLUTION R-82-2022:

RESOLUTION OF THE TOWNSHIP OF COMMITTEE OF THE TOWNSHIP OF MANTUA PROMOTING WILLIAM PITT TO A SUPERVISOR/LEAD MECHANIC IN THE PUBLIC WORKS DEPARTMENT

Statement:

This Resolution will promote Will Pitt to a Supervisor/Lead Mechanic in the Mantua Township Public Works Department.

Motion_____ Second_____

RESOLUTION R-83-2022:

RESOLUTION AUTHORIZING AN AGREEMENT WITH CASA FOR PAYROLL ADMINISTRATION

Statement:

This Resolution will authorize the Township to utilize CASA for administration of the payroll for Township employees.

Motion_____ Second_____

RESOLUTION 84-2022:

A RESOLUTION APPROVING THE REFUND OF A PET LICENSE REGISTRATION LATE FEE IN THE TOTAL AMOUNT OF \$10.00 TO CHARLES SMITH, 631 BEECH AVE, MANTUA, NEW JERSEY 08051

Statement:

This Resolution will authorize a refund to made for a dog registration late fee in the amount of \$10.00 to Charles Smith, Jr.

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
April 18, 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