

**Township of Mantua
Workshop Meeting Agenda
October 17, 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. James Pierson, Solicitor, Erika Covely Engineer, Glenn deMers, Superintendent of Public Works, Chief Darren White

Approval of Minutes: September 19, 2022

Motion _____ **Second** _____

Proclamation: **Proclamation Recognizing October as Breast Cancer Awareness Month**

Swearing In Ceremony: **Sergeant Jason Lipsett
Corporal William Donovan
Corporal Salvatore Oldrati**

Engineering Report: Erika Covely, Township Engineer

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

Police Department Report: Chief Darren White

ORDINANCE 10-2022:
First Reading

AN ORDINANCE OF THE TOWNSHIP OF MANTUA
ESTABLISHING A RESTRICTED PARKING ZONE IN
FRONT OF THE RESIDENCE 29 ARBOUR LANE
PURSUANT TO N.J.S.A. 39:4-197.6 AND 39:4-138.6

Statement:

This Ordinance will create a restricted parking zone in front of the residence known as 29 Arbour Lane in the Township of Mantua.

Motion _____ Second _____

RESOLUTION R-157-2022:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF
THE TOWNSHIP OF MANTUA AUTHORIZING TAX
REFUNDS AND/OR CANCELATIONS

Statement:

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

Motion _____ Second _____

RESOLUTION R-158-2022:

A RESOLUTION OF THE TOWNSHIP COMMITTEE
OF THE TOWNSHIP OF MANTUA APPROVING
CHANGE ORDER NO. 1 FOR THE PROJECT KNOWN AS
ADA BATHROOM UPGRADES AT CHESTNUT
BRANCH PARK

Statement:

This Resolution will approve Change Order No. 1 in the amount of \$6,307.75 for the project known as ADA bathroom upgrades at Chestnut Branch Park.

Motion _____ Second _____

RESOLUTION R-159-2022:

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

Statement:

This Resolution adopts the Cyber Incident Response Plan which is required in accordance with Tier 1 of the NJ MEL Cyber Risk Management Plan

Motion _____ Second _____

RESOLUTION R-160-2022:

RESOLUTION OF THE TOWNSHIP OF MANTUA ENFORCING A HALLOWEEN CURFEW IN THE TOWNSHIP OF MANTUA COMMENCING OCTOBER 30, 2022, UNTIL OCTOBER 31, 2022 AND SETTING TIMES FOR TRICK-OR-TREATING FOR OCTOBER 31, 2022

Statement:

This Resolution establishes the curfew for Halloween and establishes the hours for trick-or-treating. The curfew will be 8:00 p.m. on October 30th and October 31st and the hours for trick or treating will be from 3 p.m. to 8 p.m.

Motion _____ **Second** _____

RESOLUTION R-161-2022:

A RESOLUTION APPROVING AND AUTHORIZING MECHANICS LIEN ON REAL PROPERTY LOCATED IN THE TOWNSHIP OF MANTUA KNOWN AS 30-32 MANTUA BLVD., FOR MAINTENANCE WORK AUTHORIZED BY THE TOWNSHIP OF MANTUA

Statement:

This Resolution will lien the property known as 30-32 Mantua Blvd. for lawn maintenance work that was administered by the Mantua Township Public Works Department.

Motion _____ Second _____

RESOLUTION R- 162-2022:

RESOLUTION APPROVING AN AGREEMENT BETWEEN THE TOWNSHIP OF MANTUA AND SCHAFFER PYROTECHNICS FOR A FIREWORKS DISPLAY TO OCCUR ON DECEMBER 1, 2022, AT THE MANTUA TOWNSHIP WINTER FESTIVAL HOLIDAY EVENT

Statement:

This Resolution approves the contract for the fireworks display that will occur at the Mantua Township Winter Festival at Chestnut Branch Park. The contract amount is not to exceed \$4,000.00.

Motion _____ **Second** _____

RESOLUTION R-163-2022:

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING THE HIRING OF BERNADETTE GOMEZ-MARES AS A CLASS IV LABORER IN THE MANTUA TOWNSHIP DEPARTMENT OF PUBLIC WORKS

Statement:

This Resolution will approve a new full time Class 4 Laborer in the Public Works Department.

Motion _____ **Second** _____

RESOLUTION R-164-2022:

RESOLUTION APPOINTING REBECCA CULP AS
DEPUTY COURT ADMINISTRATOR FOR THE
MANTUA REGIONAL COURT

Statement:

This Resolution will appoint Rebecca Culp as a Deputy Court Administrator for the Mantua regional Court.

Motion _____ **Second** _____

RESOLUTION R-165-2022:

RESOLUTION OF THE TOWNSHIP COMMITTEE
OF THE TOWNSHIP OF MANTUA INCREASING
THE COMMUNITY DEVELOPMENT BLOCK
GRANT CONTRACT IN THE AMOUNT OF
\$100,000.00 FOR THE SENIOR COMMUNITY
CENTER ROOF REPLACEMENT PROJECT

Statement:

This Resolution will approve an amendment to the CDBG grant contract in the amount of \$100,000.00 for the Replacement of the Senior Center roof project.

Motion _____ **Second** _____

RESOLUTION R-166-2022:

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 ADA BATHROOM
UPGRADES AT CHESTNUT BRANCH PARK

Statement:

This Resolution will approve an amendment to the CDBG grant contract in the amount of \$50,000.00 for the ADA Bathroom facility upgrades at Chestnut Branch Park.

Motion _____ **Second** _____

RESOLUTION R-167-2022:

RESOLUTION OF THE TOWNSHIP OF MANTUA
AWARDING A CONTRACT
TO PROVIDE ENTERTAINMENT FOR THE 2022
HOLIDAY CELEBRATION AT CHESTNUT
BRANCH PARK

Statement:

This Resolution will approve a contract with Wizards Festival of Fun for entertainment for the 2022 Winter Festival on December 1, 2022.

Motion _____ **Second** _____

RESOLUTION R-168-2022:

RESOLUTION OF THE TOWNSHIP COMMITTEE
OF THE TOWNSHIP OF MANTUA
AUTHORIZING SHARED SERVICES
AGREEMENT WITH THE COUNTY OF
GLOUCESTER FOR QPA RELATED SERVICES

Statement:

This Resolution will authorize a shared service agreement with Gloucester County for Qualified Purchasing Agent services.

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
October 17, 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