

**Township of Mantua
Workshop Meeting Agenda
November 21, 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:

October 17, 2022

Motion _____ **Second** _____

RESOLUTION R-188-2022:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA FORMALIZING EXCUSAL OF COMMITTEEMAN LAYTON'S ABSENCE FROM TOWNSHIP COMMITTEE MEETINGS ON AUGUST 15, 2022, SEPTEMBER 19, 2022 AND OCTOBER 17, 2022

Statement

This Resolution will formalize the excusal of Committeeman Layton's absence from Township Committee meetings on August 15, 2022, September 19, 2022 and October 17, 2022

Motion _____ **Second** _____

RESOLUTION R-169-2022:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING THE PROMOTION OF SERGEANT DREW HAYES TO THE

RANK OF LIEUTENANT WITH THE MANTUA
TOWNSHIP POLICE DEPARTMENT

Statement

This Resolution will promote Sergeant Drew Hayes to the rank of Lieutenant within the Mantua Township Police Department.

Motion _____ **Second** _____

Swearing In Ceremony:

Lieutenant Drew Hayes

RESOLUTION R-170-2022:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING THE PROMOTION OF CORPORAL WILLIAM DONOVAN TO THE RANK OF SERGEANT WITH THE MANTUA TOWNSHIP POLICE DEPARTMENT

Statement

This Resolution will promote Corporal William Donovan to the rank of Sergeant within the Mantua Township Police Department.

Motion _____ **Second** _____

Swearing In Ceremony:

Sergeant William Donovan

RESOLUTION R-171-2022:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING THE PROMOTION OF CORPORAL CODY MROZ TO THE RANK OF SERGEANT WITH THE MANTUA TOWNSHIP POLICE DEPARTMENT

Statement

This Resolution will promote Corporal Cody Mroz to the rank of Sergeant within the Mantua Township Police Department.

Motion _____ **Second** _____

Swearing In Ceremony:

Sergeant Cody Mroz

RESOLUTION R-172-2022:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING THE PROMOTION OF PATROLMAN JESSE BAIR TO THE RANK OF CORPORAL WITH THE MANTUA TOWNSHIP POLICE DEPARTMENT

Statement

This Resolution will promote Patrolman Jesse Bair to the rank of Corporal within the Mantua Township Police Department.

Motion _____ **Second** _____

Swearing In Ceremony: Corporal Jesse Bair
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 10-2022:
Adoption 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 to open to Public: **Motion** _____ **Second** _____

Motion to Close to Public: **Motion** _____ **Second** _____

Motion to Adopt: **Motion** _____ **Second** _____

ORDINANCE 11-2022:
First Reading AN ORDINANCE AMENDING CHAPTER 182 THE
TOWNSHIP CODE OF THE UNIFORM FIRE CODE

Statement:
This Ordinance will amend the fees for fire inspections in the
Township of Mantua.

Motion _____ **Second** _____

RESOLUTION R-173-2022: A RESOLUTION OF THE TOWNSHIP COMMITTEE OF
THE TOWNSHIP OF MANTUA REQUESTING THE
APPROVAL OF ITEMS OF REVENUE FOR
SUSTAINABLE COMMUNITIES GRANT IN THE
AMOUNT OF \$3,000.00

Statement:

This Resolution will authorize the Township to insert the Sustainable Communities Grant in the amount of \$3,000.00 into the 2022 budget.

Motion _____ **Second** _____

RESOLUTION R-174-2022:

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA REQUESTING THE APPROVAL OF ITEMS OF REVENUE FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT IN THE AMOUNT OF \$100,000.00

Statement:

This Resolution will authorize the Township to insert the CDBG grant for the Senior Community Center Roof Replacement Project in the amount of \$100,000.00 into the 2022 budget.

Motion _____ **Second** _____

RESOLUTION R-175-2022:

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA REQUESTING THE APPROVAL OF ITEMS OF REVENUE FOR 2022 DRIVE SOBER OR GET PULLED OVER GRANT AND APPROPRIATION (N.J.S.A. 40A:4-87) OF THE SAME

Statement:

This Resolution will authorize the grant award in the amount of \$2,400.00 for the 2022 Drive Sober get Pulled Over into the 2022 budget.

Motion _____ **Second** _____

RESOLUTION R-176-2022:

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

Statement:

This Resolution will authorize the Township to refund remaining balances in professional escrow funds.

Motion _____ **Second** _____

RESOLUTION R-177-2022:

A RESOLUTION OF THE TOWNSHIP OF MANTUA AWARDING A CONTRACT TO MIKE'S HARDSCAPES TO PROVIDE THE HOLIDAY LIGHTING AT MCCARSON PARK AND CHESTNUT BRANCH PARK FOR THE 2022 HOLIDAY CELEBRATION AT CHESTNUT BRANCH PARK

Statement:

This Resolution will authorize a contract with Mike's

Hardscapes for the supply, installation, and maintenance of holiday lighting at Chestnut Branch Park and McCarson Park.

Motion _____ **Second** _____

RESOLUTION R-178-2022:

A RESOLUTION OF THE TOWNSHIP OF MANTUA REGARDING AMENDMENTS TO THE MUNICIPAL PERSONNEL POLICIES AND PROCEDURES.

Statement:

This Resolution will amend the Personnel Policy and procedures manual regarding sick and vacation leave policies.

Motion _____ **Second** _____

RESOLUTION R-179-2022:

A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER TWO REQUIREMENTS

Statement:

This Resolution will adopt a cyber risk management plan for Tier 2 compliance with the MEL cyber insurance.

Motion _____ **Second** _____

RESOLUTION R-180-2022:

A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER THREE REQUIREMENTS

Statement:

This Resolution will adopt a cyber risk management plan for Tier 3 compliance with the MEL cyber insurance.

Motion _____ **Second** _____

RESOLUTION R-181-2022:

RESOLUTION IN RECOGNITION OF JASON GERLE'S RETIREMENT AND HIS SERVICE WITH THE MANTUA TOWNSHIP POLICE DEPARTMENT

Statement

This Resolution will approve the the issuance of a Township firearm to Jason Gerle in recognition of his retirement in the Mantua Township Police Department.

Motion _____ **Second** _____

RESOLUTION R-182-2022:

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

Statement

This Resolution will execute a Hold Harmless Agreement to Jason Gerle for the release of his firearm in recognition of his retirement in the Mantua Township Police Department.

Motion _____ **Second** _____

RESOLUTION R-183-2022:

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

Statement:

This Resolution will approve various tax refunds and/or cancellations in the Township of Mantua.

Motion _____ **Second** _____

RESOLUTION R-184-2022:

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-185-2022:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF
THE TOWNSHIP OF MANTUA AUTHORIZING THE
CANCELLING OF THIRD AND FOURTH QUARTER 2022
TAXES AND FIRST AND SECOND QUARTERS, 2023
TAXES FOR A TOTAL DISABLED VETERAN FOR
BLOCK 146.16 LOT 46, 85 CANDLEWOOD DR.,
MANTUA, NJ 08051

Statement:

This Resolution will authorize the Township to cancel taxes for a totally disabled veteran for the property known as 85 Candlewood, Mantua, NJ 08051.

Motion _____ **Second** _____

RESOLUTION R-186-2022:

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING CHANGE ORDER NO. 1 FOR THE PROJECT KNOWN AS 2022 LOCAL ROAD PROGRAM

Statement:

This Resolution will approve Change Order No. 1 which reduces the contract for the 2022 Local Road Program by \$5,909.93 with Arawak Paving.

Motion _____ **Second** _____

RESOLUTION R-187-2022:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AMENDING THE SHARED SERVICE AGREEMENT WITH THE MANTUA TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

Statement:

This Resolution will amend the shared service agreement with the Mantua Township Municipal Utilities Authority.

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
November 21, 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