

**Township of Mantua
Workshop Meeting Agenda
March 13, 2023
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 2023. 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 2, 2023. Notice was also filed with the Township Clerk.

Roll Call: Committeeman Layton, Committeeman Legge, Committeewoman Lukens, Deputy Mayor Scirrotto, Mayor Zimmerman, Mrs. Jennica Bileci, Township Administrator, Mrs. Pamela LeVine, Deputy Township Clerk, Mr. Stuart Platt, Solicitor, Ms. Erika Covely, Township Engineer, Mr. deMers, Superintendent of Public Works, Chief Darren White

Approval of Minutes: February 13, 2023

Motion _____ **Second** _____

Roll Call Vote:

Presentation: Joe Henry, Hardenberg Insurance - Safety on the Agenda

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-32-2023, there is a time limit of five (5) minutes per person

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

Motion to Close _____ **Second** _____

All in Favor:

ORDINANCE O-1-2023: AN ORDINANCE OF THE TOWNSHIP OF
Adoption MANTUA AMENDING CHAPTER 217 "HOUSING STANDARDS" OF THE CODE OF THE TOWNSHIP OF MANTUA

Statement:

This Ordinance will amend the Housing Inspection fees for the Township of Mantua.

Motion to open to Public:

Motion_____ Second_____

Motion to Close to Public:

Motion_____ Second_____

Motion to Adopt:

Motion_____ Second_____

Roll Call Vote:

ORDINANCE O-2-2023:

First Reading

AN ORDINANCE OF THE TOWNSHIP OF MANTUA AMENDING CHAPTER 400 “VEHICLES, MOTOR-PROPELLED” OF THE CODE OF THE TOWNSHIP OF MANTUA

Statement:

This Ordinance will amend the current ATV Ordinance in order to allow for the necessary preservation of the public health, safety and welfare.

Motion _____ Second_____

Roll Call Vote:

ORDINANCE O-3-2023:

First Reading

AN ORDINANCE OF THE TOWNSHIP OF MANTUA, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY, ADOPTING AN AMENDMENT TO THE ROUTE 55 REDEVELOPMENT PLAN TO ALLOW FOR THE DEVELOPMENT OF INCLUSIONARY AFFORDABLE HOUSING

Statement:

This Ordinance will introduce an amendment to the Route 55 Redevelopment Plan which permits increased densities, and allows for inclusionary development consisting of a mix of market-rate and deed-restricted units affordable to low- and moderate-income households.

Motion _____ Second_____

Roll Call Vote:

ORDINANCE O-4-2023:

First Reading

AN ORDINANCE AMENDING SECTION 230-69 “AFFORDABLE HOUSING REQUIREMENTS”

Statement:

This Ordinance will update the Township’s affordable housing regulations to be consistent with the Uniform Housing Affordability Control rules, COAH’s substantive rules and the Fair Housing.

Motion _____ **Second** _____

Roll Call Vote:

ORDINANCE O-5-2023:
First Reading

AN ORDINANCE AMENDING CHAPTER 98 “AFFORDABLE HOUSING REQUIREMENTS”

Statement:

This Ordinance will repeal Chapter 98 entitled “Affordable Housing Development Fees” and be replaced in its entirety in order to update affordable housing development fees.

Motion _____ **Second** _____

Roll Call Vote:

ORDINANCE O-6-2023:
First Reading

AN ORDINANCE REPEALING AND REPLACING SECTION 230-71 “PROVISION OF AFFORDABLE HOUSING PURSUANT TO CYCLE THREE “GROWTH SHARE” REGULATIONS” WITH “MANDATORY AFFORDABLE HOUSING SET ASIDE REQUIREMENTS”

Statement:

This Ordinance is necessary in order to comply with requirements of the Township’s settlement agreement with Fair Share Housing Center, it is necessary to adopt a mandatory set aside ordinance to further the provision of affordable housing opportunities within Mantua for projects not identified in the Township’s Fair Share Plan.

Motion _____ **Second** _____

Roll Call Vote:

RESOLUTION R-60-2023:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING THE PROMOTION OF BRIAN HAUSS TO THE RANK OF LIEUTENANT WITH THE MANTUA TOWNSHIP POLICE DEPARTMENT

Statement:

This Resolution will approve the promotion of Brian Hauss to the rank of Lieutenant with the Mantua Township Police Department.

Motion _____ **Second** _____

Roll Call Vote:

Swearing In Ceremony:

Lieutenant Brian Hauss

RESOLUTION R-61-2023:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING THE PROMOTION OF BRIAN CRISPIN TO THE RANK OF SERGEANT WITH THE MANTUA TOWNSHIP POLICE DEPARTMENT

Statement:

This Resolution will approve the promotion of Brian Crispin to the rank of Sergeant with the Mantua Township Police Department.

Motion _____ **Second** _____

Roll Call Vote:

Swearing In Ceremony:

Sergeant Brian Crispin

Resolution No. 62-2023 through No 76-2023 are considered to be routine by the Township Committee and will be acted upon in one motion. There will be no separate discussion of these items unless a Township Committee member so requests. In this event, the item will be removed from the Consent Agenda and considered in the normal sequence of the agenda.

Motion to authorize Consent Agenda _____ **Second** _____

All In Favor: _____

RESOLUTION R-62-2023:

A RESOLUTION OF THE TOWNSHIP OF MANTUA APPOINTING A MUNICIPAL HOUSING LIASON

Statement:

This Resolution will appoint Jennica Bileci as the municipal housing liaison for the Township of Mantua.

RESOLUTION R-63-2023:

A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE TOWNSHIP OF MANTUA AND THE COUNTY OF GLOUCESTER FOR THE MUNICIPAL ALLIANCE DRUG AND ALCOHOL SERVICES FOR THE PERIOD COMMENCING JULY 1, 2023, THROUGH JUNE 30, 2024

Statement:

This Resolution will authorize the Township of Mantua to submit a strategic plan for the Municipal Alliance grant.

RESOLUTION R-64-2023:

A RESOLUTION OF THE MANTUA TOWNSHIP COMMITTEE AUTHORIZING A PLUMBING PERMIT FEE BE REFUNDED TO THE CONTRACTOR ACCURATE PLUMBING IN THE AMOUNT OF \$120.00

Statement:

This Resolution will refund a Plumbing permit fee in the amount of \$120.00.

RESOLUTION R-65-2023:

A RESOLUTION OF THE TOWNSHIP COMMITTEE

APPROVING THE REDUCTION OF A PERFORMANCE BOND TO A NEW AMOUNT OF \$71,103.90 FOR THE PROJECT KNOWN AS 433 WOODBURY GLASSBORO ROAD

Statement:

This Resolution will approve the reduction in the performance bond for the project known as 433 Woodbury Glassboro Road.

RESOLUTION R-66-2023:

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA REFUNDING CERTAIN OVERPAYMENT FOR PROPERTY TAXES FOR BLOCK 26, LOT 4 271 MONTGOMERY DRIVE IN THE AMOUNT OF \$4,509.29

Statement:

This Resolution will refund taxes as a result of an overpayment for the property known as 271 Montgomery Drive.

RESOLUTION R-67-2023:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING THE PUBLIC SALE OF CERTAIN TOWNSHIP OWNED PROPERTIES PURSUANT TO N.J.S.A. 40A:12-13(a)

Statement:

This Resolution will authorize a public land sale for the properties acquired by the Township of Mantua through the in rem foreclosure process.

RESOLUTION R-68-2023:

A 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.

RESOLUTION R-69-2023:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA TO MAKE CERTAIN BUDGET TRANSFERS BETWEEN APPROPRIATION RESERVES PURSUANT TO N.J.S.A. 40A:4-58

Statement:

This Resolution will authorize budget transfers to be made between line items in the budget.

RESOLUTION R-70-2023:

RESOLUTION OF THE TOWNSHIP COMMITTEE APPOINTING A MEMBER TO THE MANTUA TOWNSHIP LAND USE BOARD

Statement:

This Resolution will appoint William Wilkinson the Mantua Township and Use Board as an Alternate #2.

RESOLUTION R-71-2023: RESOLUTION OF THE TOWNSHIP OF MANTUA AUTHORIZING REFERRAL TO THE MANTUA TOWNSHIP JOINT LAND USE BOARD OF AMENDED DEVELOPMENT FEE ORDINANCE, MANDATORY SET ASIDE ORDINANCE, AFFORDABLE HOUSING ORDINANCE AND AMENDED ROUTE 55 REDEVELOPMENT PLAN

Statement:

This Resolution will refer to the Land Use Board the amendments to Mantua Development Regulations and the Amendment to the Route 55 Redevelopment Plan to ensure it is consistent with the master plan.

RESOLUTION R- 72-2023: RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA ADOPTING AN EMERGENCY TEMPORARY BUDGET IN ACCORDANCE WITH N.J.S.A. 40A:4-20

Statement:

This Resolution will increase the emergency temporary budget for 2023.

RESOLUTION R-73-2023: RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA REJECTING ALL BIDS FOR THE PROJECT KNOWN AS HVAC PUBLIC WORKS BUILDING

Statement:

This Resolution will reject the bids received for the HVAC project at the Public Works Building as a result of the bids being over the budget.

RESOLUTION R-74-2023: RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING THE AWARD OF A TOWNSHIP ISSUED FIREARM TO BRIAN GRADY IN RECOGNITION OF HIS RETIREMENT AS CAPTAIN OF POLICE AND FOR HIS SERVICE WITH THE MANTUA TOWNSHIP POLICE DEPARTMENT

Statement:

This Resolution will award Brian Grady his Township issued firearm in recognition of his retirement as a Captain in the Mantua Township Police Department.

RESOLUTION R- 75-2023: RESOLUTION OF THE TOWNSHIP OF MANTUA EXECUTING A HOLD HARMLESS AGREEMENT WITH BRIAN GRADY FOR THE RELEASE OF HIS TOWNSHIP ISSUED SERVICE FIREARM

Statement:

This Resolution will approve a hold harmless agreement with Brian Grady for the release of his firearm.

RESOLUTION R-76-2023: RESOLUTION APPROVING A CONTRACT WITH TRIAD ASSOCIATES TO PROVIDE AFFORDABLE HOUSING ADMINISTRATIVE AGENT CONSULTING SERVICES

FOR THE TOWNSHIP OF MANTUA

Statement:

This Resolution will approve a contract with Triad Associates for Affordable Housing Administrative agent services.

Motion to adopt Resolutions R 62-2023 through R-76-2023 _____ **Second** _____

Roll Call Vote: ___ **Mr. Layton**
___ **Mrs. Lukens**
___ **Mr. Legge**
___ **Mr. Scirrotto**
___ **Mr. Zimmerman**

Remarks from Township Committee:

Remarks from Township Administrator:

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

Roll Call Vote: ___ **Mr. Layton**
___ **Mrs. Lukens**
___ **Mr. Legge**
___ **Mr. Scirrotto**
___ **Mr. Zimmerman**

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

BILL LIST APPROVAL
March 13, 2023
(Three signatures are required)

Mayor Robert Zimmerman

Deputy Mayor Pete Scirrotto

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

RESOLUTION R 32-2023

**MANTUA TOWNSHIP
GLOUCESTER COUNTY**

**A RESOLUTION OF THE TOWNSHIP COMMITTEE
OF THE TOWNSHIP OF MANTUA
TO PROVIDE RULES AND REGULATIONS FOR PUBLIC
PARTICIPATION AT TOWNSHIP COMMITTEE MEETINGS**

WHEREAS, under the New Jersey Open Public Meetings Act (Act), N.J.S.A. 10:4-6 *et seq.*, all public meetings are open to the public;

WHEREAS, pursuant to the Act (N.J.S.A. 10:4-12(a)), Township Committee is required to set aside a portion of each public meeting for public comment on issues which may be of concern to the public, the length of which portion to be determined by Township Committee;

WHEREAS, the Township Committee has historically allowed members of the public to address the Committee in order to permit and encourage public participation at such meetings;

WHEREAS, the Township Committee of the Township of Mantua wishes to ensure that all of its citizens have the opportunity to attend Township Committee meetings and offer comment;

WHEREAS, the Committee has determined that the enactment of rules and regulations for the conduct of such meetings and public participation would help clarify the process and encourage the public to participate in Township business;

WHEREAS, the Township Committee of the Township of Mantua highly values the input of its citizens in making important decisions which affect the residents of our community;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mantua, in the County of Gloucester and State of New Jersey that the following rules shall be applied to all public comment portions of the meeting:

(1) The public is invited to attend and observe all public meetings of the Township Committee. Persons shall be heard at any public meeting as provided herein.

(2) At any public meeting for which a member of the public has properly requested to address Committee, such person may address the Committee as to the purpose set forth in the request to speak. After acknowledgment from the Mayor, each person to address Committee must state his or her name and residence or business address. Members of the public are limited to a five minute time limit to address Committee. The time limit does not apply (1) to persons invited by the Committee to address the respective governing body, or (2) to the extent said person is responding to a question posed by Committee member. The Mayor may restrict or limit the time allotted to a person whose remarks are repetitive or not germane to the matter under consideration by Committee. At meetings with unusually large attendance, the Mayor may impose such additional rules or time limitations as are deemed appropriate from time to time based on business before the Committee and the number of persons wishing to speak.

(3) Members of the public are not permitted to ask questions of, or debate with, Committee unless permitted to do so by the Mayor. All remarks shall be addressed to the Committee as a body and not to any member thereof.

(4) No member of the public, or any other person in attendance at a meeting of Committee, shall engage in any personally offensive or abusive remarks or conduct. No person shall behave in any manner that is unruly, disruptive, or may endanger the health, safety, or welfare of said person or other members of the public, or otherwise act in a manner not in compliance with these rules. Any person violating the rules herein is subject to removal from the meeting if he or she refuses to comply after being advised to do so.

(5) Other Rules of Conduct and Decorum for public participation during Committee Meetings for addressing the Mayor and Committee during public hearings on ordinances or resolutions which require public hearings or during the public portion of the Committee Meetings are as follows:

a. All members attending Township Committee Meetings must treat each other; the Mayor and Committee Members; and Township Employees with respect.

b. Shouting out from the audience without being recognized to speak is strictly prohibited.

c. No person shall, at any time, engage in any personally offensive or abusive remarks or behavior to the Mayor, Committee, Township Employees or any other member of the public.

d. No person shall engage in any express or implied speech that involves any other person's race, color, religion, gender, disability, sexual orientation, gender identity or expression, national origin or ethnicity.

e. The Mayor may restrict, limit or prohibit any speech, remarks or questions that are repetitive or not germane to any matter not within the jurisdiction of the Township Committee. The Mayor may, at his/her discretion, limit the public portion segment at a particular Committee meeting to thirty (30) minutes.

f. Persons making public comment may not yield their time to another speaker and each individual is limited to speaking once during a particular public comment period for a period of time not to exceed five (5) minutes.

g. The Chief of Police or such other member of the Police Department as he/she may designate, shall be designated as the Sergeant-at-Arms of the Township Committee Meetings. The Sergeant-at-Arms shall carry out all orders and instructions given by the Mayor for the purpose of maintaining order and decorum at the Township Committee Meetings and enforcing these rules.

h. The Township Solicitor shall be the Parliamentarian.

i. Meetings shall be conducted in accordance with these Rules and Roberts Rules of Order for items not covered in these regulations.

j. Members of the public who make comments that are germane to an ordinance or resolution that is under consideration or during the general public portion of the Committee Meeting for matters which are within the jurisdiction of the Township Committee shall be allowed to do so in an uninterrupted manner unless the member is not adhering to these Rules of Conduct and Decorum.

k. The Mayor, and Committee reserve the right to answer questions and respond to comments. Again, members of the public are not permitted to ask questions of, or debate with, Committee unless permitted to do so by the Mayor.

l. Again, all remarks shall be addressed to the Committee as a body and not to any member thereof.

THIS RESOLUTION IS DULY ADOPTED at the Regular Meeting of the Township Committee of the Township of Mantua held on this the 2nd day of January, 2023.