

**Township of Mantua  
Workshop Meeting Agenda  
April 10, 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:** March 13, 2023

**Motion** \_\_\_\_\_ **Second** \_\_\_\_\_

**Roll Call Vote:**

**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-2-2023:** AN ORDINANCE OF THE TOWNSHIP OF MANTUA  
**First Reading** 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:  
**Public Hearing**

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 to open to Public:** Motion \_\_\_\_\_ Second \_\_\_\_\_

**Motion to Close to Public:** Motion \_\_\_\_\_ Second \_\_\_\_\_

**Motion to Adopt:** Motion \_\_\_\_\_ Second \_\_\_\_\_

**Roll Call Vote:**

ORDINANCE O-4-2023:  
**Public Hearing**

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 to open to Public:** Motion \_\_\_\_\_ Second \_\_\_\_\_

**Motion to Close to Public:** Motion \_\_\_\_\_ Second \_\_\_\_\_

**Motion to Adopt:** Motion \_\_\_\_\_ Second \_\_\_\_\_

**Roll Call Vote:**

ORDINANCE O-5-2023:  
**Public Hearing**

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 to open to Public:** Motion\_\_\_\_\_ Second\_\_\_\_\_

**Motion to Close to Public:** Motion\_\_\_\_\_ Second\_\_\_\_\_

**Motion to Table :** Motion\_\_\_\_\_ Second\_\_\_\_\_

**Roll Call Vote:**

ORDINANCE O-6-2023:  
**Public Hearing**

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 to open to Public:** Motion\_\_\_\_\_ Second\_\_\_\_\_

**Motion to Close to Public:** Motion\_\_\_\_\_ Second\_\_\_\_\_

**Motion to Adopt:** Motion\_\_\_\_\_ Second\_\_\_\_\_

**Roll Call Vote:**

ORDINANCE O-7-2023:  
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. This Ordinance requires the residential development fee to be 1.5%.

**Motion to Introduce:** Motion\_\_\_\_\_ Second\_\_\_\_\_

*Resolution No. 77-2023 through No 88--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-77-2023: A RESOLUTION OF THE TOWNSHIP OF MANTUA APPROVING A MEMORANDUM OF UNDERSTANDING WITH LT. BRIAN HAUSS
- Statement:**  
This Resolution will approve the MOU between the Township of Mantua and Lt. Brian Hauss.
- RESOLUTION R-78-2023: RESOLUTION APPROVING THE PROMOTION OF ENRICO CIARROCCHI TO CLASS 4 LABORER IN THE PUBLIC WORKS DEPARTMENT
- Statement:**  
This Resolution will promote Enrico Ciarrocchi to a Class 4 laborer in the Public Works Department as a result of vacancy from a retirement in the Department.
- RESOLUTION R-79-2023: RESOLUTION OF THE TOWNSHIP OF MANTUA APPOINTING JOHN C. HEGARTY AS HEARING OFFICER FOR PENDING POLICE DISCIPLINARY MATTER
- Statement:**  
This Resolution will authorize a contract with John C. Hegarty associated with the law firm Jasinski P.C., to serve as a hearing officer for a police department disciplinary matter.
- RESOLUTION R-80-2023: RESOLUTION OF THE TOWNSHIP COMMITTEE RENEWING A CONTRACT TO NEW LIFE LANDSCAPING FOR LAWN MAINTENANCE SERVICES
- Statement:**  
This Resolution will authorize a contract New Life Landscaping for mowing services for the Township of Mantua.
- RESOLUTION R-81-2023: RESOLUTION ENDORSING THE 2023 HOUSING ELEMENT AND FAIR SHARE PLAN
- Statement:**  
This Resolution will implement the March 8, 2023 Housing Element and Fair Share Plan that was adopted by the Joint Land Use Board which addresses the terms of the Settlement Agreement with Fair Share Housing Center in the Superior Court of New Jersey declaratory judgment action.
- RESOLUTION R-82-2023: RESOLUTION OF THE TOWNSHIP OF MANTUA, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY, ADOPTING 2023 SPENDING PLAN
- Statement:**  
This Resolution will adopt the Spending Plan, consistent with the Housing Element and Fair Share Plan that provides for the use of Affordable

Housing Trust Funds for the provision of affordable housing in the Township of Mantua.

RESOLUTION R-83-2023: RESOLUTION REGARDING ANY SHORTFALLS ASSOCIATED WITH THE PROVISION OF AFFORDABLE HOUSING AS SET FORTH IN THE TOWNSHIP'S THIRD ROUND HOUSING ELEMENT AND FAIR SHARE PLAN

**Statement:**

This Resolution will authorize the Township Committee to take appropriate actions, consistent with law, to fund any shortfall in its approved affordable housing programs that may arise whether due to inadequate funding from other sources or for any other related reason.

RESOLUTION R-84-2023: RESOLUTION OF THE COMMITTEE OF THE TOWNSHIP OF MANTUA ADOPTING AN "AFFIRMATIVE MARKETING PLAN" FOR THE TOWNSHIP OF MANTUA

**Statement:**

This Resolution will Township of Mantua is required to adopt an Affirmative Marketing Plan to ensure that all affordable housing units created are affirmatively marketed to low and moderate income households, particularly those living and/or working within Housing Region 5, the COAH Housing Region encompassing the Township of Mantua.

RESOLUTION R-85-2023: RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING AN AGREEMENT BETWEEN THE TOWNSHIP OF MANTUA AND ELECTRONIC RECYCLERS INTERNATIONAL, INC (ERI) FOR ELECTRONIC WASTE DISPOSAL

**Statement:**

This Resolution will authorize the Township to contract with ERI for electronic waste disposal.

RESOLUTION R-86-2023: RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA CANCELLING TAXES FOR A TOTAL DISABLED VETERAN STEFANO SAVOIA 506 QUAIL COURT SEWELL, NJ BLOCK 251.06, LOT 24 FOR THE FIRST AND SECOND QUARTERS OF 2023, AND FUTURE TAXES DUE

**Statement:**

This Resolution will cancel taxes for a totally disabled veteran in the Township of Mantua.

RESOLUTION R-87-2023: RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA CANCELLING TAXES FOR A TOTAL DISABLED VETERAN BRIANNA SENATORE 221 BURLINGTON AVE SEWELL, NJ BLOCK 190, LOT 1.01 FOR THE FIRST AND SECOND QUARTERS OF 2023, AND FUTURE TAXES DUE

**Statement:**

This Resolution will cancel taxes for a totally disabled veteran in the Township of Mantua.

RESOLUTION R-88-2023:

RESOLUTION AUTHORIZING AND APPROVING THE SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF MANTUA AND THE BOROUGH OF GLASSBORO FOR FINANCIAL SERVICES

**Statement:**

This Resolution will approve a shared service agreement with the Borough of Glassboro for CFO and QPA services. cancel taxes for a totally disabled veteran in the Township of Mantua.

**Motion to adopt Resolutions R 77-2023 through R-88-2023 \_\_\_\_\_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**  
**April 10, 2023**  
**(Three signatures are required)**

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\_\_\_\_\_  
**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.