

**Township of Mantua  
Workshop Meeting Agenda  
May 8, 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. Justin Strausser, Solicitor, Ms. Erika Covely, Township Engineer, Mr. deMers, Superintendent of Public Works, Chief Darren White

**Approval of Minutes:** April 10, 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:  
Adoption** 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 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: AN ORDINANCE AMENDING CHAPTER 98 “AFFORDABLE HOUSING REQUIREMENTS”  
**Adoption**

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

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

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

**Roll Call Vote:**

ORDINANCE 0-8-2023: AN ORDINANCE BY THE TOWNSHIP COMMITTEE AMENDING THE TOWNSHIP OF MANTUA CODE OF ORDINANCES TO REPEAL AND REPLACE CHAPTER 188; TO ADOPT FLOOD HAZARD MAPS; TO DESIGNATE A FLOODPLAIN ADMINISTRATOR: AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.  
**First Reading**

**Statement:**

The Township of Mantua is required, within 12 months after the delineation of any flood hazard area, to adopt rules and regulations concerning the development and use of land in the flood fringe area which at least conform to the standards promulgated by the New Jersey Department of Environmental Protection (NJDEP). This Ordinance will adopt these rules.

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

**Roll Call Vote:**

*Resolution No. 89-2023 through No XX-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-89-2023: A RESOLUTION APPROVING A SHARED SERVICE AGREEMENT BETWEEN THE TOWNSHIP OF MANTUA AND THE COUNTY OF GLOUCESTER FOR THE COUNTY OF GLOUCESTER USE OF THE CHESTNUT BRANCH PARK TO PROVIDE FAMILY ENTERTAINMENT

**Statement:**

This Resolution will allow the Township to enter into a shared service agreement with Gloucester County for various family fun entertainment shows to be performed at Chestnut Branch Park.

RESOLUTION R-90-2023 A RESOLUTION APPOINTING MARK KARGMAN, ESQUIRE AS PUBLIC DEFENDER FOR THE TOWNSHIP OF MANTUA FOR THE YEAR 2023

**Statement:**

This Resolution will appoint Mark Kargman as the Public Defender for the Mantua Regional Court as a result of a vacancy.

RESOLUTION R-91-2023 A RESOLUTION OF THE MANTUA TOWNSHIP COMMITTEE AUTHORIZING A SOLAR PERMIT FEE (PERMIT #22000745) BE REFUNDED FOR THE PROPERTY KNOWN AS 897 MANTUA BLVD. IN THE AMOUNT OF \$380.00 TO SUNRUN INSTALLATION SERVICES INC., 202 COMMERCE DR. STE 7, MORRESTOWN, NJ 08057

**Statement:**

This Resolution will refund a Solar Permit fee in the amount of \$380.00.

RESOLUTION R-92-2023 A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING CHANGE ORDER NO. 1 FOR THE PROJECT KNOWN AS REPAIRS TO SENIOR CENTER ROOF IN THE AMOUNT OF \$9,117.70

**Statement:**

This Resolution will approve Change Order No. 1, which increases the contract for the project known as Repairs top Senior Center Roof by Marino General Construction, Inc. in the amount of \$9,117.70.

RESOLUTION R-93-2023 A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA REFUNDING TAXES FOR A TOTAL DISABLED VETERAN STEPHANIE SAVOIA 506 QUAIL COURT SEWELL, NJ BLOCK 251.06, LOT 24 IN THE AMOUNT OF \$2,994.38

**Statement:**

This Resolution will refund taxes for a totally disabled veteran Stephanie Savoia, in the amount of \$2,994.38.

RESOLUTION R-94-2023: A RESOLUTION AUTHORIZING THE MAYOR OR HIS  
DESIGNEE TO SIGN THE AGREEMENT WITH THE COUNTY  
OF GLOUCESTER FOR PARTICIPATION IN THE ALLIANCE TO  
PREVENT ALCOHOLISM AND DRUG ABUSE

**Statement:**

This Resolution will authorize the Township to accept a grant from the  
County of Gloucester in the amount of \$6,500.00 for the Municipal  
Alliance grant.

RESOLUTION R-95-2023: A RESOLUTION OF THE TOWNSHIP COMMITTEE  
OF THE TOWNSHIP OF MANTUA APPROVING CHANGE ORDER  
NO. 1 FOR THE PROJECT KNOWN AS 67 HICKORY DRAINAGE  
IMPROVEMENTS

**Statement:**

This Resolution will approve Change Order No. 1 which increases the  
contract for the project known as 67 Hickory Ave. drainage improvements  
in the amount of \$1,050.00.

RESOLUTION R-96-2023: A RESOLUTION AUTHORIZING AN INCREASE  
OF THE BID THRESHOLD AND QUOTE THRESHOLD

**Statement:**

This Resolution will increase the Township's bid and quote threshold as a  
result of having a Qualified Purchasing agent.

Motion to adopt Resolutions R-89-2023 through R-96-2023 \_\_\_\_\_ **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**  
**May 8, 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.