

**Township of Mantua
Workshop Meeting Agenda
June 12, 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: May 8, 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 0-8-2023:
Adoption** 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.

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 to open to Public:

Motion_____ Second_____

Motion to Close to Public:

Motion_____ Second_____

Motion to Adopt:

Motion_____ Second_____

Roll Call Vote:

ORDINANCE 9-2022:
First Reading

AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK

Statement:

The Local Government Cap Law, N.J.S.A. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.0% unless authorized by ordinance to increase it to 3.5% over the previous year’s final appropriations, subject to certain exceptions. N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years.

Motion_____ Second_____

ORDINANCE O-10-2022:
First Reading

AN ORDINANCE TO AMEND THE CODE OF THE TOWNSHIP OF MANTUA , CHAPTER 82 FIXING AND ESTABLISHING SALARIES AND COMPENSATIONS OF OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF MANTUA, IN THE COUNTY OF GLOUCESTER, STATE OF NEW JERSEY FOR THE YEAR 2023

Statement:

The Township Committee of the Township of Mantua desires to amend its existing ordinance pertaining to salaries and compensation to employees of the Township of Mantua in accordance with the proposed 2023 municipal budget.

Motion_____ Second_____

Resolution No. 97-2023 through No 112-2023 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-97-2023:
(Inside the Budget)

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA INTRODUCING THE 2023 MUNICIPAL BUDGET

Statement:

This Resolution is to introduce the 2023 Mantua Township Municipal Local Budget. A public hearing and final consideration on the budget is scheduled for the Township Committee Meeting on Monday, July 10, 2023 at 6:00 p.m. Copies of the budget can be obtained in the Office of the Township Clerk and on the Township website.

RESOLUTION R-98-2023:

A RESOLUTION OF THE GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964"

Statement:

This Resolution will certify that the Township of Mantua has met the hiring practices that comply with United States Equal Employment Opportunity Commissions Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions.

RESOLUTION R-99-2023:

RESOLUTION OF THE TOWNSHIP OF MANTUA APPROVING AN AMENDMENT TO THE LIEUTENANT'S MEMORANDUM OF UNDERSTANDING TO INCLUDE LANGUAGE REGARDING COMPENSATORY TIME

Statement:

This Resolution will approve an amendment to the Lieutenants Memorandum of Understanding to include language regarding payment of compensatory time.

- RESOLUTION R-100-2023: 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-101-2023: A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING AN AGREEMENT WITH ROYAL OAKS UNDER THE MUNICIPAL SERVICES ACT.
- Statement:**
This Resolution will authorize a private community service agreement with Royal Oaks VI development.
- RESOLUTION R-102-2023: A RESOLUTION OF THE TOWNSHIP COMMITTEE AWARDDING A BID TO PAVING PLUS FOR THE PROJECT KNOWN AS ON CALL CONTRACTOR FOR MISCELLANEOUS CONSTRUCTION
- Statement:**
This Resolution will award a contract to Paving Plus for an on call contractor for miscellaneous paving work throughout the Township.
- RESOLUTION R-103-2023 A RESOLUTION OF THE TOWNSHIP OF MANTUA AUTHORIZING THE APPLICATION FOR THE COUNTY OF GLOUCESTER FOR THE 2023 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR BERKLEY ROAD AND FRANKLIN AVENUE STORM SEWER IMPROVEMENTS WITHIN THE TOWNSHIP OF MANTUA, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY
- Statement:**
This Resolution will authorize a the Township to apply for a CDBG grant for Berkely & Franklin roads storm sewer improvements.
- RESOLUTION R-104-2023: RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING THE HIRING OF MICHAEL MICKEN AS A CLASS 2 LABORER IN THE MANTUA TOWNSHIP DEPARTMENT OF PUBLIC WORKS
- Statement:**
This Resolution will authorize the hiring of Michael Micken as a Class 2 laborer for Public Works.
- RESOLUTION R-105-2023: A RESOLUTION OF THE TOWNSHIP COMMITTEE CANCELLING TAXES FOR A TOTALLY DISABLED VETERAN FOR THE PROPERTY KNOWN AS BLOCK 61 LOT, QUALIFIER 0110, AS 110 PENDRAGON WAY, MANTUA, FOR THE THIRD AND FOURTH QUARTERS, 2022 AS WELL AS THE FIRST AND SECOND QUARTERS, 2023 AND ANY FUTURE TAXES.

Statement:

This Resolution will cancel taxes for a totally disabled veteran residing at 110 Pendragon Way, Mantua NJ 08051. prorated first quarter, 2023.

RESOLUTION R-106-2023:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA DEEMING WILLIAM CZYZEWSKI A TOTAL DISABLED VETERAN FOR TAX EXEMPTIONS PURPOSES AT 56 THACKERY COURT, SEWELL NJ 08080

Statement:

This Resolution will deem the property owner of 56 Thackery Court, Sewell, NJ 08080 a totally disabled veteran for property tax exemption purposes.

RESOLUTION R-107-2023:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA RE-APPOINTING GLENN DEMERS TO THE POSITION OF SUPERINTENDENT OF THE MANTUA TOWNSHIP DEPARTMENT OF PUBLIC WORKS

Statement:

This Resolution will appoint Glen deMers as the Superintendent of Public Works for a three-year term.

RESOLUTION R-108-2023:

RESOLUTION OF THE TOWNSHIP OF MANTUA AUTHORIZING THE RENEWAL OF LIQUOR LICENSES FOR THE 2023-2024 LICENSING TERM

Statement:

This Resolution will renew the annual liquor license in the Township of Mantua.

RESOLUTION R-109-2023:

RESOLUTION FOR THE APPROVAL AND AUTHORIZATION TO SIGN A CONTRACT BETWEEN THE TEAMSTERS LOCAL NO. 676 AND THE TOWNSHIP OF MANTUA FOR A FOUR-YEAR CONTRACT BEGINNING ON JANUARY 2023 AND ENDING ON DECEMBER 2026

Statement:

This Resolution will approve a four-year contract with Teamsters union effective January 1, 2023-December 2026.

RESOLUTION R-110-2023:

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 temporary budget in order to sustain operations until the adoption of the 2023 budget.

RESOLUTION R-111-2023:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING AN AFFORDABLE HOUSING AGREEMENT WITH COMMUNITY OPTIONS, INC.

Statement:

This Resolution will authorize a contract with Community Options Inc to finance and develop (2) affordable group homes to meet our COAH obligation.

RESOLUTION R-112-2023:

A RESOLUTION APPROVING PARTICIPATION WITH THE STATE OF NEW JERSEY AND ACCEPTANCE OF A SAFE AND SECURE COMMUNITIES PROGRAM ADMINISTERED BY THE NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY, OFFICE OF THE ATTORNEY GENERAL SUBAWARD NO. 23-0810, SUBAWARD PERIOD 4/15/23 - 4/14/24, IN THE AMOUNT OF \$32,400.00

Statement:

This Resolution will authorize the Police Department to participate and accept the Safe and Secure grant in the amount of \$32,400.00.

Motion to adopt Resolutions R-97-2023 through R-112-2023 _____ **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
June 12, 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.