

**Township of Mantua
Workshop Meeting Agenda
July 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: June 12, 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 9-2023: AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET
Adoption 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 to open to Public: Motion_____ Second_____

Motion to Close to Public: Motion_____ Second_____

Motion to Adopt: Motion_____ Second_____

Roll Call Vote:

ORDINANCE O-10-2023:
Adoption

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 to open to Public: Motion_____ Second_____

Motion to Close to Public: Motion_____ Second_____

Motion to Adopt: Motion_____ Second_____

Roll Call Vote:

ORDINANCE O-11-2023:
First Reading

BOND ORDINANCE AUTHORIZING THE ACQUISITION OF VARIOUS PIECES OF CAPITAL EQUIPMENT AND THE COMPLETION OF VARIOUS CAPITAL IMPROVEMENTS IN AND FOR THE TOWNSHIP OF MANTUA, COUNTY OF GLOUCESTER, NEW JERSEY; APPROPRIATING THE SUM OF \$1,460,000 THEREFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE TOWNSHIP OF MANTUA, COUNTY OF GLOUCESTER, NEW JERSEY, IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$1,213,250; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING

Statement:

This Ordinance will authorize the sum of \$1,460,000.00 to be raised by the issuance of bonds or bond anticipation notes, together with the sum of

\$63,990.00 which amount represents the required down payment are hereby appropriated for the purposes stated in this bond ordinance.

Motion to Introduce: Motion_____ Second_____

Roll Call:

ORDINANCE O-12-2023:
Introduction

AN ORDINANCE APPROPRIATING THE SUM OF \$209,926.00 TO BE USED FOR THE RECONSTRUCTION OF BERGEN AVENUE WITHIN THE TOWNSHIP OF MANTUA, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

Statement:

This Ordinance will authorize the sum of \$209,926.00 to be used for the Reconstruction of Bergen Avenue.

Motion to Introduce: Motion_____ Second_____

Roll Call:

ORDINANCE O-13-2023:
Introduction

AN ORDINANCE APPROPRIATING THE SUM OF \$147,000.00 TO BE USED FOR THE COMPLETION OF VARIOUS CAPITAL IMPROVEMENTS AND THE ACQUISITION OF VARIOUS CAPITAL EQUIPMENT WITHIN THE TOWNSHIP OF MANTUA, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

Statement:

This Ordinance will authorize the sum of \$147,000.00 to be used from the Capital Improvement Fund for various capital equipment.

Motion to Introduce: Motion_____ Second_____

Roll Call:

Presentation:

2023 BUDGET PRESENTATION

RESOLUTION R-113-2023:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING THE BUDGET TO BE READ BY TITLE ONLY

Statement:

Under New Jersey Budget law, the budget, as advertised, may be read by title only, if at least one week prior to the public hearing, the approved budget as advertised shall be made available where public documents and

notices are customarily posted and copies made available to each person requesting same. These requirements were met by the Township of Mantua.

Motion _____ **Second** _____

RESOLUTION R-97-2023:
(Public Hearing)

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

Statement:

This Resolution will adopt the 2023 Municipal Budget. A public hearing is required at this time.

Motion to Open _____ **Second** _____

Motion to Close _____ **Second** _____

Motion to Adopt _____ **Second** _____

Resolution No. 114-2023 through No 123-2023 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-114-2023:

A RESOLUTION OF THE TOWNSHIP COMMITTEE AUTHORIZING A REFUND FOR A PAVILION RENTAL IN CHESTNUT BRANCH PARK

Statement:

This Resolution will authorize a refund to made for a pavilion rental fee in the amount of \$120.00.

Motion _____ **Second** _____

RESOLUTION R-115-2023:

RESOLUTION REQUESTING PERMISSION FOR THE DEDICATION BY RIDER FOR STORM RECOVERY TRUST FUND REQUIRED BY PL2013, C.271 AND NJSA 40A: 4-62.1

Statement:

This Resolution will create a trust account to be used for appropriations for storm recovery.

Motion _____ **Second** _____

RESOLUTION R-116-2023: RESOLUTION REQUESTING PERMISSION FOR THE DEDICATION BY RIDER FOR ACCUMULATED ABSENCES LIABILITY TRUST FUND REQUIRED BY NJAC 5:30-15

Statement:

This Resolution will create a trust account to be used for appropriations for accumulated absence liability.

RESOLUTION R-117-2023: RESOLUTION ENDORSING THE APPLICATION & SUBMISSION OF GRANT APPLICATION AND EXECUTION OF AGREEMENT FOR MUNICIPAL AID FROM THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR LOCAL AID FOR THE RESURFACING OF MCCARTHY AVENUE #00613

Statement:

This Resolution will authorize the Township to submit a grant application for the resurfacing of McCarthy Avenue to NJDOT.

RESOLUTION R118-2023: RESOLUTION OF THE MANTUA TOWNSHIP COMMITTEE AUTHORIZING A SOLAR PERMIT FEE (PERMIT #22300022) BE REFUNDED FOR THE PROPERTY KNOWN AS 282 LANSING DR., MANTUA NJ IN THE IN THE AMOUNT OF \$380.00

Statement:

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

RESOLUTION R-119-2023: A RESOLUTION OF THE MANTUA TOWNSHIP COMMITTEE AUTHORIZING A SOLAR PERMIT FEE (PERMIT #223000184) BE REFUNDED FOR THE PROPERTY KNOWN AS 42 CRESCENT HOLLOW DR., MANTUA NJ IN THE IN THE AMOUNT OF \$380.00

Statement:

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

RESOLUTION R-120-2023: RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING TAX REFUNDS

Statement:

This Resolution will refund taxes for various properties due to over payments.

RESOLUTION R-121-2023: A RESOLUTION OF THE TOWNSHIP COMMITTEE REFUNDING TAXES FOR 641 FRANKFORT AVE., MANTUA, NJ IN THE AMOUNT OF \$1,362.76 FOR OVERPAYMENT

Statement:

This Resolution will refund an overpayment for 641 Frankfort Ave., Mantua, NJ in the amount of \$1,362.76

RESOLUTION R-122-2023:

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING CHANGE ORDER NO. 2 FOR THE PROJECT KNOWN AS MONTGOMERY DRIVE STORM SEWER IMPROVEMENTS

Statement:

This Resolution will approve Change Order No. 2 which increases the contract for the project known as Montgomery Drive Storm Sewer Improvements in the amount of \$4,900.00.

RESOLUTION R-123-2023:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING PARTICIPATION IN THE COUNTY OF GLOUCESTER CAPITAL TRANSIT INVESTMENT PLAN FOR THE PURCHASE OF A NEW SENIOR BUS

Statement:

This Resolution requires the Township of Mantua to accept the CIP grant in the amount of \$50,000.00 for a new senior bus and requires the Township to provide the remaining funding towards the purchase.

Motion to adopt Resolutions R-114-2023 through R-123-2023 _____ **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
July 10, 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.