

**Township of Mantua
Workshop Meeting Agenda
February 12, 2024
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 2024. 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 4, 2024. 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, Chief Darren White

Approval of Minutes:

December 18, 2023

Approval of Closed Session Minutes

December 18, 2023

Approval of Minutes:

January 4, 2024

Motion _____ **Second** _____

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

Proclamation:

Recognizing February as Heart Month

Proclamation:

“Deck the House” Contest Winners

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-32-2024, there is a time limit of five (5) minutes per person

Public Participation: Motion to Open _____ Second _____

Motion to Close _____ Second _____

ORDINANCE 0-1-2024:

Introduction

AN ORDINANCE OF THE TOWNSHIP OF MANTUA, COUNTY OF GLOUCESTER AND STATE OF NEW JERSEY PROVIDING FOR THE RE-NAMING OF BLOCK 142, LOT 7 FROM FOSSIL PARK WAY TO MILLION MOSASAUR WAY

Statement:

This Ordinance will rename the road leading into the Edelman Fossil Park from Fossil Park Way to Million Mosasaur Way.

Motion to Introduce:

Motion_____ Second_____

ORDINANCE 0-2-2024:

Introduction

AN ORDINANCE OF THE TOWNSHIP OF MANTUA AMENDING CHAPTER 291 “ANIMALS” OF THE CODE OF THE TOWNSHIP OF MANTUA

Statement:

This Ordinance will amend the Township Code to permit dogs to be on a leash in Chestnut Branch Park.

Motion to Introduce:

Motion_____ Second_____

RESOLUTION R-41-2024:

A RESOLUTION PROMOTING LIEUTENANT WILLIAM MURPHY TO THE RANK OF POLICE CAPTAIN WITHIN THE MANTUA TOWNSHIP POLICE DEPARTMENT

Statement:

This Resolution will appoint William Murphy to the rank of Captain.

Motion_____ Second_____

Swearing In Ceremony:

Captain William Murphy

Resolution No. 42-2024 – 51-2024 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-42-2024: AUTHORIZING AFFORDABLE HOUSING DOWN PAYMENT ASSISTANCE LOAN REPAYMENT AGREEMENTS WITH PROSPECTIVE PURCHASER/OWNERS OF AFFORDABLE HOUSING UNITS LOCATED IN MANTUA TOWNSHIP

Statement:

This Resolution will authorize a Down Payment Assistance Program Agreement with prospective owner/purchasers of Affordable Housing units of up to 10% of the purchase price under the Township's Affordable Housing Program.

RESOLUTION R-43-2024: RESOLUTION APPOINTING GREGORY DEMICHELE AS PUBLIC DEFENDER FOR THE TOWNSHIP OF MANTUA FOR THE YEAR 2024

Statement:

This Resolution will appoint a Public Defender for the Regional Municipal Court for 2024.

RESOLUTION R-44-2024: RESOLUTION OF THE TOWNSHIP OF MANTUA RE-APPOINTING MUNICIPAL COURT ADMINISTRATORS FOR THE MANTUA JOINT MUNICIPAL COURT

Statement:

This Resolution will appoint Sarah Powell and Carla Rios as the Co- Court Administrators for the Mantua Regional Court.

RESOLUTION R-45-2024: 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 the sale of Township owned properties no longer needed for public use at a public auction.

RESOLUTION R-46-2024: A RESOLUTION OF THE TOWNSHIP OF MANTUA APPROVING A SHARED SERVICE FOR THE USAGE OF THE MANTUA TOWNSHIP DEICER STORAGE FACILITY FOR THE YEAR 2024

Statement:

This Resolution will approve a shared service agreement for rock salt.

RESOLUTION R-47-2024: RESOLUTION OF THE TOWNSHIP COMMITTEE AMENDING RESOLUTION 203-2023 TO CORRECT THE TOTAL AMOUNT OF THE PURCHASE AGREEMENT

Statement:

This Resolution will amend the purchasing contract with Gentilini Motors to reflect the correct amount for (2) police vehicles in the total amount of \$ 96,224.70.

RESOLUTION R-48-2024: A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPOINTING SHAWNEQUA CARVALHO TO THE MANTUA TOWNSHIP BOARD OF HEALTH COMMISSION

Statement:

This Resolution will appoint a member to the Board of Health as a result of a vacancy.

RESOLUTION R-49-2024: A RESOLUTION OF THE TOWNSHIP OF MANTUA CANCELLING TAXES FOR A TOTALLY DISABLED VETERAN WALTER J. WERTZ FOR 141 COTTAGE GATE CIRCLE, SEWELL, NJ KNOWN AS BLOCK 242.03 LOT 69 FOR THE FOURTH QUARTER, 2023 AS WELL AS FIRST AND SECOND QUARTERS 2024 AND THERE AFTER.

Statement:

This Resolution will cancel taxes for a total disabled veteran.

RESOLUTION R-50-2024: A RESOLUTION OF THE TOWNSHIP OF MANTUA AUTHORIZING TAX REFUNDS

Statement:

This Resolution will refund taxes for a totally disabled veteran, in the amount of \$8,653.50.

RESOLUTION R-51-2024: 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 is pursuant to State law that allows for the transfer of appropriated funds in the municipal budget which are unused to be transferred to other line items.

Motion to adopt Resolutions R 42-2024 through R-51-2024 _____ Second _____

Roll Call Vote: _____ **Mr. Layton**
_____ **Mrs. Lukens**
_____ **Mr. Legge**
_____ **Deputy Mayor Scirrotto**
_____ **Mayor Zimmerman**

RESOLUTION R-52-2024: RESOLUTION AUTHORIZING A CLOSED SESSION OF THE TOWNSHIP OF MANTUA TO DISCUSS SALE OF PROPERTY PURSUANT TO N.J.S.A 10:4-12 (8)

Statement:

This Resolution will authorize the Township to enter into a closed session to discuss the sale of a township property.

Motion_____ Second_____

Roll Call:

Remarks from Township Committee:

Remarks from the Township Administrator:

Approval of the Bill List: Motion _____ Second_____

**Roll Call Vote: _____ Mr. Layton
_____ Mrs. Lukens
_____ Mr. Legge
_____ Deputy Mayor Scirrotto
_____ Mayor Zimmerman**

Adjourn: Motion _____ Second_____

Announcements:

BILL LIST APPROVAL
February 12, 2024
(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 32-2024

**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 4th day of January, 2024.