

**Township of Mantua  
Township Committee Meeting Agenda  
April 8, 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, Mr. Glenn deMers, Public Works Superintendent, Mr. Jon Bryson, Engineer, Chief Darren White

Approval of Minutes: March 11, 2024

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

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

**Engineering Report:** Jon Bryson, 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 0-4-2024:  
Adoption

AN ORDINANCE OF THE TOWNSHIP OF MANTUA  
AMENDING CHAPTER 230 "LAND DEVELOPMENT" OF THE  
CODE OF THE TOWNSHIP OF MANTUA

**Statement:**

This Ordinance will amend the AR Agriculture Residential district in the  
Land Development section of the Township Code.

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

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

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

**Roll Call:**

*Resolution No. 62-2024 – xx-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-62-2024:

A RESOLUTION APPROVING A LEASE AGREEMENT BETWEEN  
THE TOWNSHIP OF MANTUA AND KDI FOR THE LEASING OF  
COPIER MACHINES FOR THE CONSTRUCTION, POLICE  
DEPARTMENT, COURT DEPARTMENT AND MUNICIPAL  
BUILDING

**Statement**

The Township of Mantua desires to enter into a lease agreement with KDI  
for the lease of their copiers for the Construction, Municipal Court, Police  
Department AND Municipal Building

RESOLUTION R-63-2024:

RESOLUTION REQUESTING PERMISSION FOR THE  
DEDICATION BY RIDER FOR RECYCLING TRUST FUND  
REQUIRED BY (PL 1981 CHAPTER 278 AMENDED BY PL 1987,  
CHAPTER 102)

**Statement**

The Township of Mantua desires to create a dedicated trust account for  
recycling revenues in order to pay expenditures that relate to the operation  
and disposal of recycling.

RESOLUTION R-64-2024:

RESOLUTION OF THE TOWNSHIP OF MANTUA AUTHORIZING A  
NON-FAIR AND OPEN CONTRACT WITH SMITH ORCHARDS FOR  
THE DISPOSAL OF VEGETATIVE WASTE

**Statement**

The Township of Mantua desires to enter into a contract with Smith Orchards for the disposal of vegetative waste in the Township of Mantua.

RESOLUTION R-65-2024:

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA ACCEPTING THE 2022 MUNICIPAL AUDIT REPORT AND AUTHORIZING THE SIGNING OF THE GROUP AFFIDAVIT FORM

**Statement**

This Resolution will authorize the Township to accept the 2022 Municipal Audit.

RESOLUTION R-66-2024:

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA ACCEPTING AND APPROVING THE CORRECTIVE ACTION PLAN FOR THE TOWNSHIP OF MANTUA FOR THE AUDIT YEAR 2022

**Statement**

This Resolution will accept and approve the 2022 Municipal Audit Corrective Action Plan filed by the Township CFO.

RESOLUTION R-67-2024:

RESOLUTION OF THE TOWNSHIP OF MANTUA APPROVING A TAX COURT JUDGEMENT FOR THE PROPERTY KNOWN AS 120 BRIDGETON PIKE

**Statement:**

This Resolution will authorize a credit for taxes, due to a State Court Judgement.

RESOLUTION R-68-2024:

RESOLUTION OF THE TOWNSHIP OF MANTUA APPROVING A TAX COURT JUDGEMENT FOR THE PROPERTY KNOWN AS 129 BREAKNECK ROAD

**Statement:**

This Resolution will authorize a credit for taxes, due to a State Court Judgement.

RESOLUTION R-69-2024:

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING THE REFUND OF REMAINING PROFESSIONAL ESCROW FUNDS

**Statement:**

This Resolution will authorize a refund for escrow with the land use office.

RESOLUTION R-70-2024:

RESOLUTION OF THE TOWNSHIP COMMITTEE AMENDING R-61-2024 RESOLUTION APPROVING PARTICIPATION

WITH THE STATE OF NEW JERSEY AND ACCEPTANCE OF A  
SAFE AND SECURE COMMUNITIES PROGRAM

**Statement:**

This Resolution will amend Resolution 61-2024 to reflect the correct grant amount for the Safe and Secure Grant.

RESOLUTION R-71-2024:

RESOLUTION APPROVING A MEMORANDUM OF  
UNDERSTANDING BETWEEN THE TOWNSHIP OF MANTUA AND  
MANTUA TOWNSHIP POLICE CAPTAIN WILLIAM MURPHY

**Statement:**

This Resolution will approve the Memorandum of Understanding between the Township of Mantua and Captain William Murphy.

**Motion to adopt Resolutions R 62-2024 through R-71-2024 \_\_\_\_\_ Second \_\_\_\_\_**

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

**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**  
**April 8, 2024**  
**(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 32-2024**

**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 4<sup>th</sup> day of January, 2024.