

**Township of Mantua**  
**Township Committee Meeting Agenda**  
**June 10, 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: May 13, 2024

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

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

**Proclamation:** Recognizing Local Artist Jose “Busta” Bustamante for Winning the SEI and Philadelphia Phillies Mural Contest

**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 O-5-2024:  
Adoption

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

**Statement:**

The Local Government Cap Law 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. The law 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:**

ORDINANCE O-6-2024:  
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 2024

**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 2024 municipal budget.

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

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

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

**Roll Call:**

ORDINANCE O-7-2024:  
Adoption

AN ORDINANCE OF THE TOWNSHIP OF MANTUA, COUNTY OF  
GLOUCESTER, NEW JERSEY, APPROPRIATING THE SUM OF  
\$1,053,175 FROM THE CAPITAL IMPROVEMENT FUND AND  
\$121,825 FROM GRANT FUNDS FOR THE ACQUISITION OF  
VARIOUS PIECES OF CAPITAL EQUIPMENT AND COMPLETION  
OF VARIOUS CAPITAL IMPROVEMENTS

**Statement:**

This Ordinance will appropriate the sum of \$1,175,000, representing various capital improvements set forth in the 2024 capital plan.

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

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

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

**Roll Call:**

**Presentation: 2024 BUDGET PRESENTATION**

RESOLUTION R-85-202: 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-72-2024: RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING THE 2024 MUNICIPAL BUDGET  
(Public Hearing)

**Statement:**

This Resolution will adopt the 2024 Municipal Budget. A public hearing is required at this time.

**Motion to Open \_\_\_\_\_ Second\_\_\_\_\_**

**Motion to Close \_\_\_\_\_ Second\_\_\_\_\_**

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

**Roll Call Vote:**

- \_\_\_\_\_ Mr. Layton
- \_\_\_\_\_ Mrs. Lukens
- \_\_\_\_\_ Mr. Legge
- \_\_\_\_\_ Deputy Mayor Scirrotto
- \_\_\_\_\_ Mayor Zimmerman

*Resolution No. 86-2024 through No 91- 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-86-2024: A RESOLUTION AUTHORIZING A CONSTRUCTION PERMIT FEE WAIVER FOR THE MANTUA TOWNSHIP V.F.W POST 7679

**Statement:**

The Resolution will allow the construction permit fee in the amount of \$383.00 to be waived for the VFW Post 7679 pursuant to The Uniform Construction Code.

RESOLUTION R-87-2024: A RESOLUTION APPROVING THE REFUND OF A PET LICENSE REGISTRATION FEE IN THE TOTAL AMOUNT OF \$10.00 TO SHERRY SAUL, 886 MANTUA BLVD., SEWELL, NEW JERSEY 08051

**Statement:**

This Resolution will authorize a refund to made for a duplicate dog registration fee in the amount of \$10.00.

RESOLUTION R-88-2024: A RESOLUTION OF THE MANTUA TOWNSHIP COMMITTEE AUTHORIZING A CONSTRUCTION PERMIT FEE (PERMIT #202400042) BE REFUNDED FOR THE PROPERTY KNOWN AS 2 E. MAPLE AVE, WENONAH, NJ IN THE IN THE AMOUNT OF \$60.00

**Statement:**

This Resolution will refund a construction permit fee in the amount of \$60.00.

RESOLUTION R-89-2024: RESOLUTION AUTHORIZING THE EXECUTION OF A RELEASE OF LIEN TO REMOVE AFFORDABILITY CONTROLS FROM THE MANUFACTURED DWELLING LOCATED AT BLOCK 56, LOT 18.04, SUB-LOT 255 ON THE TAX MAPS OF THE TOWNSHIP OF MANTUA, COUNTY OF GLOUCESTER, COMMONLY KNOWN AS 255 TONY CIRCLE, MANTUA, NEW JERSEY

**Statement:**

This Resolution will remove the affordable housing control as a result of a requested by the property owner to sell their home.

RESOLUTION R-90-2024: A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING THE TOWNSHIP OF MANTUA TO ACCEPT A COMMUNITY DEVELOPMENT BLOCK GRANT (CD-23-PF4) FROM THE COUNTY OF GLOUCESTER IN THE AMOUNT OF \$75,000.00 FOR THE PROJECT KNOWN AS STORM SEWER IMPROVEMENTS ON BERKELY ROAD AND FRANKLIN AVE.

**Statement:**

This Resolution will allow the Township to accept a CDBG grant in the amount of \$75,000.00 for storm sewer improvements on Berkley Road and Franklin Ave.

RESOLUTION R-91-2024:

A RESOLUTION OF THE TOWNSHIP OF MANTUA  
AUTHORIZING THE RENEWAL OF LIQUOR LICENSES FOR THE  
2024-2025 LICENSING TERM

**Statement:**

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

**Motion to adopt Resolutions R 86-2024 through R-91-2024 \_\_\_\_\_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**  
**June 10, 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 the 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 the 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 the 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 the Committee. At meetings with an 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 people wishing to speak.

(3) Members of the public are not permitted to ask questions of, or debate with, the 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 comments 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, the 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.