

Township of Mantua
Township Committee Meeting Agenda
May 13, 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: April 8, 2024

Motion _____ **Second** _____

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

Presentation: Dr. Ken Lacovera, Edelman Fossil Museum

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:
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-6-2024:
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 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 _____ **Second** _____

ORDINANCE O-7-2024:

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 _____ **Second** _____

Resolution No. 72-2024 through No 84- 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-72-2024:
(Inside the Budget)

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA INTRODUCING THE 2024 MUNICIPAL BUDGET

Statement:

This Resolution is to introduce the 2024 Mantua Township Municipal Local Budget. A public hearing and final consideration on the budget is scheduled for the Township Committee Meeting on Monday, June 10, 2024 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-73-2024:

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-74-2024:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA, COUNTY OF GLOUCESTER, NEW JERSEY AUTHORIZING THE ISSUANCE AND SALE OF UP TO \$5,002,000 OF GENERAL OBLIGATION BONDS, SERIES 2024, OF THE TOWNSHIP OF MANTUA; MAKING CERTAIN COVENANTS TO MAINTAIN THE EXEMPTION OF THE INTEREST ON SAID BONDS FROM FEDERAL INCOME TAXATION; AND AUTHORIZING SUCH FURTHER ACTIONS AND MAKING SUCH DETERMINATIONS AS MAY BE NECESSARY OR APPROPRIATE TO EFFECTUATE THE ISSUANCE AND SALE OF THE BONDS

Statement:

This Resolution will authorize the Township to issue and sell their general obligation bonds.

RESOLUTION R-75-2024:

RESOLUTION OF THE TOWNSHIP OF MANTUA AUTHORIZING THE APPROVAL OF FIREWORKS DISPLAY ON MAY 31, 2024, AT BOGEY'S, 501 PITMAN ROAD, SEWELL, NJ

Statement:

This Resolution will approve a fireworks display located at Bogey's

Pitman Golf course as required by the State of New Jersey.

RESOLUTION R-76-2024:

RESOLUTION APPROVING THE RELEASE OF A STREET OPENING BOND FOR 261 W. CUMBERLAND AVE IN THE AMOUNT OF \$7,200.00

Statement:

This Resolution will release the Street Opening Bond for the project known as 261 W. Cumberland Ave.

RESOLUTION-77-2024

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING THE PURCHASE OF A STEPP MFG. OJK-V (1) VERTIFICAL CRACK SEALER UTILIZING A NATIONAL COOPERATIVE PURCHASING AGREEMENT WITH OMNIA PARTNERS

Statement

This Resolution will authorize the Public Works Department to purchase a tar pot to be used for pot hole repair through a cooperative pricing agreement.

RESOLUTION R-78-2024

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANUTA AUTHORIZING A SHARED SERVICE AGREEMENT BETWEEN THE TOWNSHIP OF MANTUA AND EAST GREENWICH TOWNSHIP

Statement

This Resolution will authorize the Township to enter into a shared service agreement with East Greenwich Township to share the use of its public works equipment on an "as needed" basis.

RESOLUTION R-79-2024:

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

Statement:

This Resolution will refund various professional escrow balances.

RESOLUTION R-80-2024:

A RESOLUTION APPROVING A SHARED SERVICE AGREEMENT BETWEEN THE TOWNSHIP OF MANTUA AND THE COUNTY OF GLOUCESTER FOR THE COUNTY OF GLOUCESTER USE OF THE CHESTNUT BRANCH PARK TO PROVIDE FAMILY ENTERTAINMENT

Statement:

This Resolution will allow the Township to enter into a shared service agreement with Gloucester County for various family fun entertainment shows to be performed at Chestnut Branch Park.

RESOLUTION R-81-2024:

RESOLUTION AUTHORIZING TAX REFUNDS

Statement:

This Resolution will authorize the Tax Collector to refund taxes for certain properties.

RESOLUTION R-82-2024:

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AWARDING A BID IN THE TOTAL AMOUNT OF \$316,600.00 TO THINK PAVERS FOR THE PROJECT KNOWN AS FY 2023 MUNICIPAL AID PROGRAM RECONSTRUCTION OF SOUTH MCCARTHY AVENUE

Statement:

This Resolution will a contract with Think Pavers for the project known as NJ DOT Reconstruction of S. Mc Carthy Avenue.

RESOLUTION R-83-2024:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING TERMINAL LEAVE FOR PTL. RIEPEN IN THE MANTUA TOWNSHIP POLICE DEPARTMENT

Statement:

This Resolution will approve the use of terminal leave for Patrolman Riepen in the Mantua Township Police Department.

RESOLUTION R-84-2024:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA APPROVING THE HIRING OF JESSICA TAYLOR IN THE CONSTRUCTION AND LAND USE DEPARTMENT

Statement:

This Resolution will approve the hiring of Jessica Taylor in the Construction and Land Use Department.

Motion to adopt Resolutions R 72-2024 through R-84-2024 _____ **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
May 13, 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.