

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

Approval of Minutes: July 8, 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 O-8 -2024:
First Reading

AN ORDINANCE OF THE TOWNSHIP COMMITTEE
OF THE TOWNSHIP OF MANTUA AMENDING CHAPTER 131-A
“STORMWATER CONTROL AND MANAGEMENT” OF THE CODE
OF THE TOWNSHIP OF MANTUA

Statement:

This Ordinance will amend the existing regulations on stormwater management as required by NJDEP. The public hearing on this Ordinance will be held on September 9th.

Motion _____ **Second** _____

ORDINANCE O-9 -2024:
First Reading

AN ORDINANCE OF THE TOWNSHIP OF MANTUA
AMENDING CHAPTER 143 “VEHICLES AND TRAFFIC”
ARTICLE XIII, SCHEDULES, §143-33 SCHEDULE II: PARKING
PROHIBITED AT DURING CERTAIN HOURS OF THE CODE OF
THE TOWNSHIP OF MANTUA

Statement:

This Ordinance will prohibit parking on a small section of the south side of Spruce Street during all school days and during school hours to assist with enhancing bus and traffic safety. The public hearing on this Ordinance will be held on September 9th.

Motion _____ **Second** _____

Resolution No. 100-2024 through No 111- 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-100-2024:

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF MANTUA APPROVING CHANGE ORDER NO. 1
FOR THE PROJECT KNOWN AS RECONSTRUCTION OF WEST
MERCER AVENUE

Statement:

This Resolution will approve a change order in the amount of \$14,287.02 decreasing the contract to \$106,221.28 for the Reconstruction of West Mercer Avenue.

RESOLUTION R-101-2024:

RESOLUTION AUTHORIZING THE TOWNSHIP OF MANTUA TO
ENTER INTO A CONTRACT WITH MARINO GENERAL
CONSTRUCTION FOR CARPENTRY SERVICES at THE
MUNICIPAL BUILDING

Statement:

This Resolution will approve a contract with Marino Construction under the County Cooperative Pricing agreement for carpentry services to be utilized for repairs to the Drive Thru Ceiling at the Municipal Building.

RESOLUTION R-102-2024:

A RESOLUTION OF THE TOWNSHIP COMMITTEE EXTENDING THE TAX DUE DATE FOR THE THIRD QUARTER 2024 PROPERTY TAXES

Statement:

This will extend the grace period for property taxes until September 20, 2024 with no additional grace period.

RESOLUTION R-103-2024:

A RESOLUTION OF THE MANTUA TOWNSHIP COMMITTEE AUTHORIZING A REFUND FOR A FOOD TRUCK VENDOR PERMIT FEE IN THE AMOUNT OF \$150.00

Statement:

This Resolution will authorize a food truck vendor application refund in the amount of \$150.00 to Noodle Wagon, LLC.

RESOLUTION R-104-2024:

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 as recommended by the land use coordinator.

RESOLUTION R-105-2024:

A RESOLUTION FOR A SHARED SERVICE AGREEMENT BETWEEN THE GLOUCESTER COUNTY IMPROVEMENT AUTHORITY AND MANTUA TOWNSHIP FOR THE USAGE OF A CERTAIN STAGE UNIT

Statement:

This Resolution will approve a shared service agreement with Gloucester County Improvement Authority to rent a stage unit for the Mantua Police Night Out event.

RESOLUTION R-106-2024:

RESOLUTION APPROVING THE RELEASE OF A MAINTENANCE BOND FILED BY BRUCE PAPARONE INC, FOR THE PROJECT KNOWN AS COUNTRY GARDENS PHASE 3B and PHASE 4B

Statement:

This Resolution will release the 2-year maintenance bond for the Country Garden subdivision – Phase 3B and 4B as recommended by the Township Engineer.

RESOLUTION R-107-2024: RESOLUTION APPROVING THE RELEASE OF A PERFORMANCE BOND FILED BY 433 WOODBURY, LLC , FOR THE PROJECT KNOWN AS HEART TO HEART

Statement:

This Resolution will release the performance bond in the amount of \$237,013.00 for the project known as Heart to Heart as recommended by the Township Engineer.

RESOLUTION R-108-2024: A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA ACCEPTING THE 2023 MUNICIPAL AUDIT REPORT AND AUTHORIZING THE SIGNING OF THE GROUP AFFIDAVIT FORM

Statement:

This Resolution will approve the 2023 municipal audit as prepared by Bowman & Company. There were no findings report in the audit.

RESOLUTION R-109-2024: A 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 a Township owned property known as Block 54, Lot 35 on Creek Lane at a public auction.

RESOLUTION R-110-2024: RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA CANCELLING TAXES FOR TOTALLY DISABLED VETERANS

Statement:

This Resolution will authorize the Township to cancel taxes for totally disabled veterans.

RESOLUTION R-111-2024: RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA DEFERRING TAXES FOR AN ACTIVE MILITARY SERVICE MEMBER

Statement:

This Resolution will authorize the Township to defer taxes for an active military service member.

Motion to adopt Resolutions R-100-2024 through R-111-2024 _____ 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
August 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 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 4th day of January 2024.