

**Township of Mantua  
Township Committee Meeting Agenda  
October 7, 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: September 9, 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 0-12-2024:  
First Reading

AN ORDINANCE OF THE TOWNSHIP OF MANTUA AMENDING, SUPPLEMENTING, AND REVISING CHAPTER 350 OF THE CODE OF THE TOWNSHIP OF MANTUA, ENTITLED "STREETS AND SIDEWALKS"

**Statement:**

This Ordinance would amend the street opening permit process and require more stringent restoration measures for road openings.

ORDINANCE 0-13-2024:  
First Reading

AN ORDINANCE OF THE TOWNSHIP OF MANTUA AMENDING, SUPPLEMENTING, AND REVISING CHAPTER 7, ARTICLE VI OF THE CODE OF THE TOWNSHIP OF MANTUA, ENTITLED "HISTORICAL COMMISSION"

**Statement:**

This Ordinance would amend the composition of the board to allow for non-residents to be members of the Historical Commission.

*The Public hearing for Ordinances 8, 10, and 11 will be held on November 18, 2024.*

*Resolution No. 117-2024 through No 125- 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-117-2024:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING THE ISSUANCE OF A REQUEST FOR PROPOSAL FOR WEBSITE REDESIGN AND HOSTING SERVICES

**Statement**

The Township of Mantua will authorize Request for Proposals for website redesign and hosting services.

RESOLUTION R-118-2024:

A RESOLUTION OF THE TOWNSHIP OF MANTUA APPOINTING MEMBERS TO THE HISTORICAL COMMISSION

**Statement:**

The Township of Mantua will appoint Susan and Scott Altimus to serve on the Mantua Township Historical Commission.

RESOLUTION R-119-2024:

RESOLUTION AUTHORIZING THE MANTUA TOWNSHIP

PUBLIC WORKS DEPARTMENT TO SELL A 2001 FREIGHTLINER PASSENGER BUS TO THE TOWNSHIP OF FRANKLIN IN THE TOTAL AMOUNT OF \$1,500.00

**Statement:**

The Township of Mantua will authorize the sale of a 2001 senior bus that is no longer needed to the Township of Franklin.

RESOLUTION R-120-2024:

ENFORCING A HALLOWEEN CURFEW IN THE TOWNSHIP OF MANTUA COMMENCING OCTOBER 30, 2024, UNTIL OCTOBER 31, 2024 AND SETTING TIMES FOR TRICK-OR-TREATING FOR OCTOBER 31, 2024

**Statement:**

This Resolution will set forth the Trick or Treating hours.

RESOLUTION R-121-2024:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AMENDING RESOLUTION 115-2024 – CANCELLING TAXES FOR TOTALLY DISABLED VETERANS

**Statement:**

This Resolution will amend Resolution 115-2024 to correct the Block and Lot of a property for a disabled veteran.

RESOLUTION R-122-2024:

RESOLUTION OF THE TOWNSHIP OF COMMITTEE AUTHORIZING THE TOWNSHIP TO ENTER INTO A COOPERATIVE PRICING AGREEMENT WITH COUNTY OF BERGEN TO PARTICIPATE IN CK#04, NJ COOPERATIVE PURCHASING ALLIANCE KNOWN AS NEW JERSERY COOPERATIVE PURCHASING ALLIANCE

**Statement:**

This Resolution will authorize the Township to participate in a cooperative pricing agreement with the Bergen County.

RESOLUTION R-123-2024:

A RESOLUTION OF THE TOWNSHIP COMMITTEE AUTHORIZING THE PURCHASE OF ONE (1) 2025 FORD F-150 VEHICLE FOR THE MANTUA TOWNSHIP POLICE DEPARTMENT IN THE TOTAL AMOUNT OF \$47,204.82, FROM WINNER FORD

**Statement:**

This Resolution will authorize the Police Department to purchase a 2025 Ford F-150 under Bergen County Cooperative Pricing Contract in the amount of \$47,204.82.

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

RESOLUTION R-124-2024:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA CONFIRMING A BID AT PUBLIC LAND SALE ON SEPTEMBER 18, 2024

**Statement:**

This Resolution will confirm the sale of Block 54, Lot 35 (Creek Lane) at public auction in the amount of \$5,000.00.

RESOLUTION R-125-2024:

RESOLUTION OF THE TOWNSHIP COMMITTEE APPROVING THE HIRING OF A PARK FOREMAN FOR THE TOWNSHP OF MANTUA

**Statement:**

This Resolution will approve the hiring of a park Foreman as a result of a vacancy in the Department.

**Motion to adopt Resolutions R-117-2024 through R-125-2024 \_\_\_\_\_ 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**  
**October 7, 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.

1. 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.