

**Township of Mantua
Workshop Meeting Agenda
October 20, 2025
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 2025. 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, 2025. Notice was also filed with the Township Clerk.

Roll Call: Committeewoman Lukens, Committeeman Steen, Committeeman Snyder, Deputy Mayor Legge, Mayor Zimmerman, Mrs. Jennica Bileci, Township Administrator, Mrs. Pamela LeVine, Deputy Township Clerk, Mr. Stuart Platt, Solicitor, Glenn deMers, Public Works Supt., Jon Bryson, Engineer, Chief Darren White

Approval of Minutes: September 8, 2025

Motion _____ **Second** _____

Roll Call Vote: _____ **Mr. Steen**
_____ **Mr. Snyder**
_____ **Mrs. Lukens**
_____ **Deputy Mayor Legge**
_____ **Mayor Zimmerman**

Proclamation: **Recognizing October as Breast Cancer Awareness Month**

Proclamation: **Honoring the Players & Coaching Staff of the Sewell Raildogs 10U & 12U Softball Teams**

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-32-2025, there is a time limit of five (5) minutes per person

Public Participation: Motion to Open _____ Second _____

Motion to Close _____ Second _____

Resolution No. 113-2025 –128 -2025 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-113-2025: RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AUTHORIZING AN ACCESS AGREEMENT WITH THE HELEN KRAMER LANDFILL SUPERFUND TRUST

Statement:

This access agreement will grant the Helen Kramer Trust access to a portion of property on Sacramento Drive that is owned by the Township in order to perform work on portions of the Property.

RESOLUTION R-114-2025: A RESOLUTION OF THE TOWNSHIP COMMITTEE APPOINTING DAVID MACGREGOR TO SERVE ON THE MANTUA TOWNSHIP HISTORICAL COMMISSION

Statement:

The Township of Mantua will appoint David MacGregor to serve on the Mantua Township Historical Commission.

RESOLUTION R-115-2025: A RESOLUTION OF THE TOWNSHIP COMMITTEE ENFORCING A HALLOWEEN CURFEW IN THE TOWNSHIP OF MANTUA COMMENCING OCTOBER 30, 2025, UNTIL OCTOBER 31, 2025, AND SETTING TIMES FOR TRICK-OR-TREATING FOR OCTOBER 31, 2025

Statement:

This Resolution establishes the curfew for Halloween and establishes the hours for trick-or-treating. The curfew will be 8:00 p.m. on October 30th and October 31st and the hours for trick or treating will be from 3 p.m. to 8 p.m.

RESOLUTION R-116-2025: A RESOLUTION OF THE TOWNSHIP COMMITTEE ADOPTING THE UPDATED PERSONNEL POLICIES AND PROCEDURES

Statement:

This Resolution will amend the current policy and procedures manual for the Township of Mantua to include new amendments required by the JIF.

RESOLUTION R-117-2025: RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA SUPPORTING THE APPLICATION FOR THE FY2026 LOCAL RECREATION IMPROVEMENT GRANT FUNDED BY THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS

Statement:

This Resolution will authorize the Township to apply for the local recreation improvement grant in the amount of \$50,000 for athletic field upgrades and safety enhancements to youth sport infrastructure in Mantua Township.

RESOLUTION R-118-2025: RESOLUTION AUTHORIZING AN ONLINE AUCTION WITH GOVDEALS FOR THE DISPOSAL OF MUNICIPAL PERSONAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE

Statement:

This Resolution will authorize the Police Department to sell vehicles no longer needed for public use utilizing an online auction.

RESOLUTION R-119-2025: A RESOLUTION OF THE MANTUA TOWNSHIP COMMITTEE AUTHORIZING TAX REFUNDS DUE TO VARIOUS OVERPAYMENTS

Statement:

This Resolution will authorize refunds for tax overpayments for various reasons.

RESOLUTION R-120-2025: 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 authorize a shared service agreement with Gloucester County for the use of the stage for the Winter Festival on December 4, 2025.

RESOLUTION R-121-2025: A RESOLUTION OF THE TOWNSHIP OF MANTUA AWARDING A CONTRACT TO PROVIDE ENTERTAINMENT FOR THE 2025 WINTER FESTIVAL AT CHESTNUT BRANCH PARK

Statement:

This Resolution will authorize a contract with Wizards Festival of Fun, Inc to provide the rides for the Winter Festival on December 4, 2025.

RESOLUTION R-122-2025: A RESOLUTION AWARDING A CONTRACT TO LISK LANDSCAPE INNOVATIONS FOR HOLIDAY LIGHTING INSTALLATION AT CHESTNUT BRANCH PARK & MCCARSON PARK

Statement:

This Resolution will authorize a contract with Lisk Landscaping to install holiday lights at Chestnut Branch Park and Mc Carson Park.

RESOLUTION R-123-2025:

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 monies for inactive accounts.

RESOLUTION R-124-2025:

A RESOLUTION AUTHORIZING THE APPROVAL OF A CONTRACT BETWEEN THE TOWNSHIP OF MANTUA AND POLICE BENEVOLENT ASSOCIATION LOCAL NUMBER 122 ON BEHALF OF THE MANTUA TOWNSHIP POLICE DEPARTMENT FOR THE TERM OF JANUARY 1, 2025 – DECEMBER 31, 2029

Statement

This Resolution will ratify the contract between the PBA Local 122 and the Township of Mantua.

RESOLUTION R- 125-2025:

A RESOLUTION OF THE TOWNSHIP COMMITTEE AUTHORIZING A REFUND FOR A PAVILION RENTAL IN CHESTNUT BRANCH PARK

Statement:

This Resolution will authorize a refund to be made for a pavilion rental fee in the amount of \$120.00.

RESOLUTION R-126-2025:

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANTUA AWARDDING A BID IN THE TOTAL AMOUNT OF \$375,375.00 TO EOSSO SPORTS CONSTRUCTION FOR THE PROJECT KNOWN AS PICKELBALL COURTS AT CHESTNUT BRANCH PARK

Statement:

This Resolution will authorize the Township to award a contract to Esso Sports Construction for the pickle courts project at Chestnut Branch Park.

RESOLUTION R-127-2025:

A RESOLUTION OF THE TOWNSHIP OF MANTUA APPOINTING A MUNICIPAL COURT JUDGE FOR THE MANTUA REGIONAL MUNICIPAL COURT

Statement:

This Resolution will re-appoint Kelly Conroy, Esquire as the Mantua Regional Court Judge.

RESOLUTION R-128-2025:

RESOLUTION OF THE TOWNSHIP COMMITTEE APPOINTING A MUNICIPAL HOUSING LIAISON

Statement:

This Resolution will appoint Jennica Bileci as the municipal housing liaison for the Township of Mantua.

Motion to adopt Resolutions R-113-2025 through R-128-2025 _____ Second _____

Roll Call Vote: _____ **Mr. Steen**
_____ **Mr. Snyder**
_____ **Mrs. Lukens**
_____ **Deputy Mayor Legge**
_____ **Mayor Zimmerman**

Remarks from Township Committee:

Remarks from the Township Administrator:

Approval of the Bill List: Motion _____ Second _____

Roll Call Vote: _____ **Mr. Steen**
_____ **Mr. Snyder**
_____ **Mrs. Lukens**
_____ **Deputy Mayor Legge**
_____ **Mayor Zimmerman**

Adjourn: Motion _____ Second _____

Announcements:

BILL LIST APPROVAL
October 20, 2025
(Three signatures are required)

Mayor Robert Zimmerman

Deputy Mayor John Legge

Committeewoman Lukens

Committeeman John Steen

Committeeman Snyder

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 32-2025

**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 6th day of January, 2025.

