

MANSFIELD TOWNSHIP REORGANIZATION MEETING JANUARY 1, 2020

This is the Reorganization Meeting of the Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Star-Gazette and the Express Times and posting in the Municipal Building, stating the time, date and location thereof.

Meeting called to order by Mayor Watters, at 12:00 noon with the following Committee present: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters.

Salute to the flag was done by all.

Dena Hrebenak read the Certification of Election for Desiree Mora Dillon as Township Committee Member for a term of three (3) years.

Ms. Hrebenak conducted the swearing in ceremony and Oath of Office for Desiree Mora Dillon as Township Committee member.

Ms. Hrebenak stated that a letter of resignation was received from Mr. Tony Cardell, this causes a vacancy on the Township Committee and will be referred to the Municipal County Committee.

ELECTION OF MAYOR:

Mrs. Mora Dillon made a motion to appoint Joseph Watters as Mayor for the year 2020, which was seconded by Mr. Farino.

BE IT RESOLVED, that Joseph Watters be appointed Mayor of the Township of Mansfield for the year 2020.

Ayes – Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters

Abstained – None

Nay – None

Absent – None

Ms. Hrebenak conducted the swearing in ceremony and Oath of Office for Joseph Watters as Mayor of the Township of Mansfield for the year 2020.

DEPUTY MAYOR:

Mrs. Mora Dillon made a motion to appoint Ron Hayes as the Deputy Mayor for the year of 2020, which was seconded by Mr. Farino.

Ayes – Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters

Abstained – None

Nay – None

Absent – None

Ms. Hrebenak conducted the swearing in ceremony and Oath of Office of Ron Hayes as Deputy Mayor of the Township of Mansfield for the year 2020.

OFFICE ON AGING:

Mayor Watters appointed Carol McKeivitt as Mansfield Township Office on Aging Representative for the year 2020, which was seconded by Mrs. Mora Dillon.

Mayor Watters appointed Carol McKeivitt, Senior Citizens Coordinator for the year 2020, which was seconded by Mrs. Mora Dillon.

Ayes – Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters

Abstained – None

Nay – None

Absent – None

RECYCLING COORDINATOR AND CLEAN COMMUNITIES COORDINATOR:

Mrs. Mora Dillon made a motion to appoint Joann Fascenelli as the Recycling and Clean Communities Coordinator for the Township for the year 2020, which was seconded by Mr. Hayes.

Ayes – Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters

Abstained – None

Nay – None

Absent – None

ENVIRONMENTAL COMMISSION APPOINTMENTS:

Mayor Watters appointed Glenn Todd as a member of the Environmental Commission for a three year term, which expires 12/31/2022.

Mayor Watters appointed Kathy Todd as a member of the Environmental Commission for a three year term, which expires 12/31/2022.

Mayor _____ appointed _____ as Alternate member #2 of the Environmental Commission for a two year term, which expires 12/31/2021.

Mrs. Mora Dillon seconded the appointments made by Mayor Watters.

Ayes – Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters

Abstained – None

Nay – None

Absent – None

LAND USE BOARD APPOINTMENTS:

Mayor Watters appointed Joseph Farino as the designee as the Class I Member to the Mansfield Township Planning Board term to expire 12/31/2020.

Mayor Watters appointed Robert Jewell as the Class II Member to the Mansfield Township Planning Board term to expire 12/31/2020.

Mayor Watters appointed Ron Hayes as the Class III Member to the Mansfield Township Planning Board term to expire 12/31/2020.

Mayor Watters appointed Ali Vaezi as a Class IV member to the Mansfield Township Planning Board term to expire 12/31/2023.

Mayor Watters appointed Scott Cruets as the Second Alternate to the Mansfield Township Planning Board term to expire 12/31/2020.

Mayor Watters appointed Matt Wielgus as the Third Alternate to the Mansfield Township Planning Board term to expire 12/31/2021.

Mayor Watters appointed Dolores Reagle as the Fourth Alternate to the Mansfield Township Planning Board term to expire 12/31/2021.

OPEN SPACE, FARMLAND PRESERVATION, CONSERVATION, HISTORICAL AND RECREATION ADVISORY COMMITTEE:

Mayor Watters appointed _____ to serve as the Citizen/Recreation member for a three year term which will expire 12/31/2022.

Mayor Watters appointed Ron Hayes to serve as the Township Committee representative member for a one year term which will expire 12/31/2020.

Mayor Watters made a motion to approve the appointments to the Open Space, Farmland preservation, Conservation, Historical, and Recreation Advisory Committee, which was seconded by Mrs. Mora Dillon.

Ayes – Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters
Abstained – None
Nay – None
Absent – None

WARREN COUNTY SOLID WASTE ADVISORY COUNCIL:

Mayor Watters appointed himself to the Warren County Solid Waste Advisory Council for a one year term, which expires 12/31/2020, seconded by Mr. Hayes.

Ayes – Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters
Abstained – None
Nay – None
Absent – None

RECREATION COMMITTEE:

Mayor Watters appointed Richard Rosenblum as Recreation Committee member for a three year term which will expire 12/31/2022.

Mayor _____ appointed _____ as Recreation Committee member for a three year term which will expire 12/31/2022.

Mrs. Mora Dillon made a motion to approve the appointments to the Recreation Committee, which was seconded by Mr. Hayes.

Ayes – Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters

Abstained – None

Nay – None

Absent – None

EMERGENCY MANAGEMENT

Mayor _____ appointed _____ as the Emergency Management Coordinator to expire on 12/31/2021.

Mayor Watters appointed _____ as the Deputy Emergency Management Coordinator for a three year term to expire on 12/31/2021.

Mayor Watters stated that we are working to fill these positions.

MUSCONETCONG RIVER MANAGEMENT COUNCIL

Mayor Watters appointed Paul Tarlowe as the Township Representative for the Musconetcong River Management Council.

Mayor Watters appointed Jim McMekin as the Alternate Township Representative for the Musconetcong River Management Council.

Mrs. Mora Dillon made a motion to approve the appointments for Emergency Management, which was seconded by Mr. Hayes.

Ayes – Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters

Abstained – None

Nay – None

Absent – None

RESOLUTION 2020-01

TOWNSHIP OF MANSFIELD

WARREN COUNTY, NEW JERSEY

WHEREAS, there exists a need for the service of a Township Attorney in the Township of Mansfield for legal services and advice to the Mayor and Township Committee; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:1 1-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive

bids and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, in the County of Warren as follows:

1. The agreement with **Michael Lavery** with the law office of **Lavery, Selvaggi, Abromitis, & Cohen** is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:1 1-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law. A copy of the Agreement is on file for inspection with the Clerk of the Township of Mansfield.
2. This contract shall not exceed \$70,000.
3. A notice of this action shall be printed once in the Star-Gazette.

RESOLUTION 2020-02

TOWNSHIP OF MANSFIELD

WARREN COUNTY, NEW JERSEY

WHEREAS, there exists a need for the service of a Township Engineer and in the Township of Mansfield for engineering and zoning services; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:1 1-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, in the County of Warren as follows:

1. The agreement with **Christian Kastrud**, with the Engineering Office of **Kastrud Engineering, LLC** is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:1 1-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law. A copy of the Agreement is on file for inspection with the Clerk of the Township of Mansfield.
2. This contract shall not exceed \$48,000.
3. A notice of this action shall be printed once in the Express Times.

RESOLUTION 2020-03

APPOINTMENTS TO CERTAIN MUNICIPAL OFFICES AND
POSITIONS FOR THE YEAR 2020:

BE IT RESOLVED, that the following persons be and each is hereby appointed for a period of one (1) year commencing January 1, 2020 to the following respective municipal offices and/or positions of the Township of Mansfield:

Court Administrator	Irene Brownell
Deputy Court Administrator/ Court Assistant	Lisa Rudd
2 nd Deputy Court Administrator/ Court Assistant	Olivia Barrick
Violation Clerk	Rosaura Murillo-Romero
Court Security	Glenn Hawkswell
Alternate Court Administrator	Dawn Decker
Deputy Tax Collector	JoAnn Fascenelli
Deputy Treasurer	JoAnn Fascenelli
Deputy Clerk/Deputy Registrar	Illena Raffaele
Public Works Supervisor	John C. Snyder, Jr.
Machinery Operators	John Tate Harry Appleby, Jr.
Mechanic/Laborer	Kenneth Purdy
Part Time Laborer	Bill Lovett
Certified List Officer	Jason Laliker
Police Secretary	Joan Kries
Environmental/Open Space Secretary	Ruth Pante

RESOLUTION 2020-04

TOWNSHIP COMMITTEE

**SUBORDINATE COMMITTEES
AND APPOINTMENTS**

BE IT RESOLVED, that the following subordinate committees be established and chaired as follows for the year 2020:

	CHAIR PERSON	VICE CHAIR PERSON
Municipal Alliance		Joseph Watters
Public Building/Public Works	Joe Farino	Ronald Hayes
Shared Services	Joseph Watters	Desiree Mora Dillon
Police & Safety	Ronald Hayes	Joe Farino
Fire and Emergency Management	Ronald Hayes	Desiree Mora Dillon
Recreation	Desiree Mora Dillon	Ronald Hayes
Environmental Commission		Desiree Mora Dillon
Finance	Desiree Mora Dillon	Joseph Farino
Judiciary	Ronald Hayes	
Personnel	Desiree Mora Dillon	Joe Farino
School Liaison	Joseph Watters	Desiree Mora Dillon
Economic Development		Joseph Watters
Open Space	Ronald Hayes	Joseph Watters

RESOLUTION 2020-05

CASH MANAGEMENT PLAN

**CASH MANAGEMENT PLAN OF THE TOWNSHIP OF MANSFIELD
IN THE COUNTY OF WARREN, NEW JERSEY**

I. STATEMENT OF PURPOSE.

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits ("Deposits") and investment ("Permitted Investments") of certain public funds of the Township, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest or dividend bearing accounts or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

II. CASH MANAGEMENT POLICY

A. Objectives: The priority of investing policies shall be, in order of descending importance, security, liquidity, and yield.

(1) **Security:** The safety of principal is the foremost objective of the cash management plan. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective is to mitigate credit risk and interest rate risk.

(2) **Credit Risk:** Credit risk is the risk of loss due to failure of the security issuer or backer. Credit risk may be mitigated by:

- (a) Limiting investments to the safest types of securities.
- (b) Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisors with which an entity will do business.
- (c) Diversifying the investment portfolio so that potential losses on individual securities will be *minimized*.

3) **Interest Rate Risk:** Interest rate risk is the risk that the market value of the securities in the portfolio will fall due to changes in general interest rates. Interest rate risk may be mitigated by:

- (a) Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity, and
- (b) By investing operating funds primarily in shorter-term securities.

(4) **Liquidity:** The investment portfolio must remain sufficiently liquid to meet all structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity).

(5) **Yield:** The investment portfolio must be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of least importance compared to the safety and liquidity objective described above.

B) Standards of Care

(1) Prudence

The standard of prudence to be used by investment officials shall be the “prudent person” standard and shall be applied in the context of managing an overall portfolio in accordance with the State Law and this policy. The Chief Financial Officer, acting in accordance with written procedures and this cash management plan and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of the cash management plan and policy.

Investments shall be made with the judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

(2) Ethics and Conflicts of Interest

The designated officials involved in the investment process shall not have personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Actions of individuals involved in administering the cash management plan shall be governed by the Local Government Ethics Law. They shall disclose any personal financial investment positions that could be related to the performance of the investment portfolio. The designated officials shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the Township.

(3) Delegation of Authority

Authority to manage the cash management plan is granted to the Chief Financial Officer pursuant to N.J.S.A. 40A:5-14. Responsibility for the operation of the cash management plan is hereby delegated to the Chief Financial Officer. No person may engage in an investment transaction except as provided under the terms of the policy and the written procedures established by the Chief Financial Officer. The Chief Financial Officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

III. AUTHORIZED INVESTMENTS.

A. Authorized Depositories:

The following institutions are hereby authorized to serve as the primary banks for deposits:

TD Bank
Unity Bank
Regal Bank

The following institutions are hereby authorized to serve as the primary banks for escrow deposits:

TD Bank
Unity Bank
Regal Bank

B. Investment of Idle Funds

Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest excess public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

- (1) Certificates of Deposit in any other institution presenting a GUDPA certificate may be used and approved as a depository by the governing body;
- (2) Government money market mutual funds in any other institution presenting a GUDPA certificate may be used and approved as a depository by the governing body;
- (3) The New Jersey State Cash Management Fund.

IV. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN.

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Township, then such instrument or security shall be covered by all custodial agreements with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Township to assure that there is not unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investments are either received by the Township or by a third party custodian prior to or upon the release of the Township's funds.

To assure that all parties with whom the Township deals with by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of the Plan in writing, a copy of which shall be on file with the Designated Officials.

V. REPORTING REQUIREMENTS:

On the first day of each month during which this Plan is in effect, the Designated Officials referred to above shall supply to the governing body of the Township a written report of any Deposits of Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the Township as a Deposit of a Permitted Investment.
- B. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the governing body of the Township.

VI. TERM OF PLAN.

This Plan shall be in effect from January 1, 2020 to December 31, 2020. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Township committee, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

RESOLUTION 2020-06

TAX SEARCH OFFICER

BE IT RESOLVED, that _____ be the official Tax Search Officer for the Township of Mansfield for 2020.

RESOLUTION 2020-07

ASSESSMENT SEARCH OFFICER:

BE IT RESOLVED, that Dena Hrebenak be the official Assessment Search Officer for the Township of Mansfield for the year 2020.

RESOLUTION 2020-08

RESOLUTION

**CHARLES CARRO AS MUNICIPAL PROSECUTOR, DONALD FARINO AS PUBLIC DEFENDER FOR
THE TOWNSHIP OF MANSFIELD**

WHEREAS, the position of Municipal Prosecutor, and Public Defender are filled by persons providing services; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, Warren County, New Jersey as follows:

That Charles Carro be appointed Prosecutor, Donald Farino be appointed Public Defender for the year 2020.

RESOLUTION 2020-09

RESOLUTION OF THE TOWNSHP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY,
FIXING THE RATE OF INTEREST TO BE CHARGED ON DELINQUENT TAXES OF ASSESSMENTS

WHEREAS, N.J.S.A.54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for non-payment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law; and

WHEREAS, N.J.S.A.54:4-67 has been amended to permit the fixing of said rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 and allows an additional penalty of 6% be collected against a delinquency in excess of \$10,000.00 on properties that fail to pay the delinquency prior to the end of the calendar year.

NOW, THEREFORE, BE RESOLVED, by the Mayor and Township Committee of the Township of Mansfield, County of Warren, State of New Jersey as follows:

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes becoming delinquent after due date and 18% per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after due date and if a delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31st, an additional penalty of 6% shall be charged against the delinquency.
2. Effective January 1, 2020 there will be a ten (10) day grace period of quarterly tax payments made by cash, check or money order.
3. Any payments not made in accordance with paragraph two of this resolution shall be charged interest from the due date as set forth in paragraph one of this resolution.
4. This resolution shall be published in its entirety once in an official newspaper of the Township of Mansfield.
5. A certified copy of this resolution shall be provided by the Township Clerk to the Tax Collector, Township Attorney and Township Auditor for the Township of Mansfield.

RESOLUTION 2020-10

RESOLUTION AUTHORIZING THE
TAX COLLECTOR TO CONDUCT
A TAX LIEN SALE

WHEREAS, there remains on the records and books of the Township of Mansfield delinquent taxes, water and other municipal charges owing as of December 31, 2019; and

WHEREAS, the statutes of the State of New Jersey expressly N.J.S.A.54:5 et seq, provide for the enforcement and collection of such delinquencies through a tax lien sale; and

WHEREAS, the Tax Collector is empowered by statute to conduct and preside over the sale of the liens.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield that the Tax Collector is hereby authorized to conduct the annual tax sale of prior year delinquencies on or before December 31, 2020.

RESOLUTION 2020 –11

TOWNSHIP OF MANSFIELD

WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, the Governing Body of the Township of Mansfield finds and declares that N.J.S.A. 40A:5-17-1 empowers authorized municipal employees to process the cancellation of tax refunds and or delinquencies of less than ten (\$10.00) Dollars, and

WHEREAS, the Governing Body further finds and declares that the Municipal Tax Collector is qualified to process the cancellation of tax refunds and/or delinquencies of less than Ten (\$10.00) Dollars, and

WHEREAS, the Governing Body further finds and declares that it is in the best interest of the citizens of the Township of Mansfield for the Municipal Tax Collector to be authorized to process the cancellation of tax refunds and/or delinquencies of less than Ten (\$10.00) Dollars in accordance with N.J.S.A. 40A:5-17-1;

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Township of Mansfield that the Municipal Tax Collector is hereby authorized to process the cancellation of tax refunds or delinquencies of less than Ten (\$10.00) Dollars during the calendar year of 2020 in accordance with N.J.S.A. 40A:5-17-1.

RESOLUTION 2020-12

OFFICIAL NEWSPAPER

BE IT RESOVED, that the Star Gazette be designated as official newspaper for the Township of Mansfield for 2020.

RESOLUTION 2020-13

LAND USE BOARD CERTIFICATION OF SUBDIVISION OF LANDS

BE IT RESOLVED, Dena Hrebenak, Municipal Clerk, pursuant to the provisions of N.J.S.A. 40:55D-56, be appointed the official to issue certifications as to the approval of subdivisions of land or lands in the Township of Mansfield for 2020.

RESOLUTION 2020-14

SUNSHINE LAW- MEETING DATES

BE IT RESOLVED, that the regular monthly meetings of the Township Committee be held on the 2nd and 4th Wednesday of each month at 7:30 p.m. with the exception of any changes due to holidays.

MANSFIELD TOWNSHIP COMMITTEE SCHEDULE OF 2020 MEETINGS LOCATION: MUNICIPAL BUILDING, 100 PORT MURRAY ROAD PORT MURRAY, NEW JERSEY

DATE	TYPE OF MEETING	LOCATION	TIME
January 8	Regular Meeting	Meeting Room	7:30 p.m.
January 22	" "	" "	"
February 12	" "	" "	"
February 26	" "	" "	"
March 11	" "	" "	"
March 25	" "	" "	"
April 8	" "	" "	"
April 22	" "	" "	"
May 13	" "	" "	"
May 27	" "	" "	"
June 10	" "	" "	"
June 24	" "	" "	"
July 8	" "	" "	"
July 22	" "	" "	"
August 12	" "	" "	"
August 26	" "	" "	"
September 9	" "	" "	"
September 23	" "	" "	"
October 14	" "	" "	"
October 28	" "	" "	"
November 10	" "	" "	"
November 24	" "	" "	"
December 9	" "	" "	"
December 22	" "	" "	"

Note: Caucus Work Session held at 7:15 p.m. in the meeting room and immediately following the completion of the regular meeting.

RESOLUTION 2020-15

RESOLUTION AUTHORIZING THE TAX ASSESSOR AND LEGAL COUNSEL TO FILE AND PROSECUTE ROLL BACK TAX COMPLAINTS, COMPLAINTS TO CORRECT ERRORS IN ASSESSMENTS AND COMPLAINTS FOR ADDED/OMITTED ASSESSMENTS AS THE CASE MAY BE FOR 2020

WHEREAS, the County Tax Board has issued a ruling requiring a Resolution by the Mayor and Township committee or Council of each municipality of the County of Warren by its Administrator, Melissa Pritchett; and

WHEREAS, the Administrator requires that the Mayor and Members of the Governing Body of each municipality in the County of Warren, in order to file Municipal roll back complaints, correct errors or file added, omitted and added/omitted complaints, adopt a resolution allowing the Assessor in the Municipality and the Municipal Attorney or any member of the firm, to file and prosecute said complaints.

NOW, THEREFORE, BE IT RESOLVED, on this 1st day of January 2020 by the Township Committee of the Township of Mansfield, in the County of Warren and State of New Jersey, that Jason Laliker, as Tax Assessor for the Township of Mansfield, the Municipal Attorney, Michael Lavery, as Attorney for the township, are hereby authorized to file, prosecute, defend, stipulate, modify, agree upon and otherwise perform the duties which are required of said Assessor and Attorney, in the process of prosecution and/or filing of said Roll Back Tax Complaints, complaints to correct errors in assessments, for added assessments, omitted assessments and added/omitted assessments in 2019 and defending or settling all 2020 local property tax appeals.

BE IT FURTHER RESOLVED, that the Municipal Clerk be and the same is hereby directed to provide a true copy of this Resolution to the Warren County Board of Taxation, 202 Mansfield Street, Belvidere, New Jersey 07823.

Resolution 2020-16

DESIGNATING PUBLIC AGENCY COMPLIANCE OFFICER

WHEREAS, in accordance with N.J.A.C. 17:27-3.5, each public agency shall annually designate an officer or employee to serve as its Public Agency Compliance Officer; and

WHEREAS, Dena Hrebenak, RMC, is the appropriate employee of the Township to serve as the Public Agency Compliance Officer;

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield that Dena Hrebenak, RMC, be, and is hereby designated to serve as the Public Agency Compliance Officer on behalf of Township of Mansfield.

RESOLUTION # 2020-17

A RESOLUTION ESTABLISHING THE RATE FOR OUTSIDE EMPLOYMENT OF OFF-DUTY POLICE

WHEREAS, the Code of the Township of Mansfield provides for a rate of payment of police coverage in quasi-public matters under Article 2 Section 2-20.9 b; and

WHEREAS, the rate established therein may be changed from time to time by resolution of the Township Committee, and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that the charge for quasi-public services shall be paid as follows:

Uniformed Police Officer	\$ 73.70 per hour effective
Administrative Costs	\$ 26.30 per hour effective

The applicant for such services shall deposit sufficient funds to cover costs in advance which will be kept in escrow with the Chief Financial Officer and any balance refunded upon written request.

RESOLUTION # 2020-18

TOWNSHIP OF MANSFIELD WARREN COUNTY, NEW JERSEY

TO AUTHORIZE AND APPROVE SALARIES AND WAGES FOR CERTAIN EMPLOYEES

WHEREAS, Ordinance Number 2019-09 established the salaries and wages for the employees of the Township of Mansfield, County of Warren,

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren that the following named employees shall be compensated for the year 2020, unless otherwise noted, in the amount as designated below:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Dena Hrebenak	Municipal Clerk	\$ 62,092.19
Dena Hrebenak	Insurance Fund Commissioner	\$ 1,500.00
Dena Hrebenak	Elections Officer	\$ 200.00/election
Dena Hrebenak	Assessment Search Officer	\$ 1,000.00
Dena Hrebenak	Stipend	\$ 1,000.00
Illena Raffaele	Deputy Clerk	\$ 43,046.65
JoAnn Fascenelli	Deputy Treasurer	\$ 15,000.00
JoAnn Fascenelli	Deputy Tax Collector	\$ 36,879.51
JoAnn Fascenelli	Certified Recycling Professional	\$ 2,100.00
JoAnn Fascenelli	Clean Communities Coordinator	\$ 1,400.00
JoAnn Fascenelli	Stipend	\$ 1,000.00
Jason Laliker	Tax Assessor	\$ 23,929.20
Ruth Pante'	Environmental Commission Secretary	\$ 1,113.67
Ruth Pante'	Open Space/Historical Secretary	\$ 302.06
John C. Snyder Jr.	Public Works Superintendent	\$ 79,170.00
John Tate	Machine Operator	\$ 57,438.00
Harry Appleby, Jr.	Machine Operator	\$ 57,438.00
William Lovett	Part Time Laborer/Driver	\$ 20.00/Hr.
Kenneth Purdy	Mechanic/Laborer	\$ 50,875.00
John Tate	Recycling Attendant	\$ 41.42/Hr.
Harry Appleby, Jr.	Recycling Attendant	\$ 41.42/Hr.
Kenneth Purdy	Recycling Attendant	\$ 41.42/Hr.
John C. Snyder Jr.	Recycling Attendant	\$ 41.42/Hr.
Joan Kries	Police Secretary	\$ 42,939.34
Michael Reilly	Chief of Police	\$ 138,500.00
Patrick Kirchner	Sergeant	\$ 102,189.00
James MacDonough	Sergeant	\$ 102,189.00
James Hikade	Sergeant	\$ 102,189.00

Anthony Sillett	Sergeant	\$ 102,189.00
Jeffrey Gilbert	Patrolman	\$ 96,234.00
Michael Citarelli	Patrolman	\$ 96,234.00
Joseph Mathews	Sergeant	\$ 102,189.00
Michael Camerata	Patrolman	\$ 84,391.00 1-Jan – 15-Oct
Michael Camerata	Patrolman	\$ 96,234.00 16-Oct – 31-Dec
Michael Madonna	Patrolman	\$ 96,234.00
Erik Soroka	Patrolman	\$ 66,307.00 1-Jan – 15-June
Erik Soroka	Patrolman	\$ 72,335.00 16-June – 31 Dec
Almin Hodzic	Patrolman	\$ 66,307.00
Eleanor Russell	Patrolwoman	\$ 66,307.00
David A. Hanf	Patrolman	\$ 54,251.00 1-Jan – 1-July
David A. Hanf	Patrolman	\$ 60,279.00 2-July – 31 Dec
Thomas A. Hill	Patrolman	\$ 60,279.00 1-Jan- 1-Sept
Thomas A. Hill	Patrolman	\$ 66,307.00 2 -Sept – 31 Dec
Michael Camerata	Detective Stipend	\$ 1,000.00
James MacDonough	Detective Stipend	\$ 1,000.00
Michael Camerata	EMT Stipend	\$ 1,100.00
Erik Soroka	EMT Stipend	\$ 1,100.00
Irene Brownell	Court Administrator	\$ 73,542.00
Lisa Rudd	Deputy Court Administrator	\$ 65,198.13
Olivia Barrick	Deputy Court Administrator	\$ 45,900.00
Rosaura Murillo-Romero	Part Time Violations Clerk	\$ 15.00/Hr. 24 hrs/week
William G. Mennen, PC	Judge	\$ 70,000.00
Glenn Hawkswell	Court Security	\$ 115.00/Session
Dennis Kelly	Court Security	\$ 115.00/Session
Irene Brownell	Call-Outs	\$ 55.00/Call Out
Lisa Rudd	Call-Outs	\$ 55.00/Call Out

RESOLUTION # 2020-19

AUTHORIZATION FOR CHIEF FINANCIAL OFFICER TO ISSUE CERTAIN CHECKS & REMIT PAYROLL TAXES

WHEREAS, it is necessary for certain remittances to be paid to the State of New Jersey for pension, State Income

tax deductions and to the appropriate agencies for Federal and other State Income Tax deductions, Social Security deductions, Wage Executions ordered by the Court, and to the appropriate entity for other voluntary payroll deductions;

WHEREAS, it is the intent of the Township Committee to pay the above at the required intervals;

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, as follows:

That the Chief Financial Officer be and is hereby authorized to:

- Transfer sufficient funds from Current Fund to the Payroll Account.
- Transfer sufficient funds from the Payroll Account to the Payroll Agency Account
- Remit Federal withholding and Social Security Taxes and New Jersey State Income Tax deductions by Electronic Funds Transfer, as required by applicable law.

2020-20

RESOLUTION APPOINTING CERTIFYING OFFICER FOR DIVISION OF PENSIONS AND BENEFITS R-14-96

WHEREAS, the State of New Jersey, Department of Treasury, Division of Pensions and Benefits requires all municipalities to designate a Certifying Officer and Supervising Certifying Officer to certify the accuracy and validity of all documents and forms sent to the Division of Pensions and Benefits;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, in the County of Warren, State of New Jersey as follows, effectively immediately:

1. The Certifying Officer for the Township of Mansfield Public Employees Retirement System and Police and Fire Retirement System shall be JoAnn Fascenelli, Deputy Treasurer;
2. The Supervising Certifying Officer for the Township of Mansfield Public Employees Retirement System and Police and Fire Retirement System shall be Donna M. Mollineaux, Chief Financial Officer;
3. A certified copy of this resolution shall be filed with the State of New Jersey, Department of Treasury, Division of Pensions and Benefits.

RESOLUTION 2020 –21

A RESOLUTION TO APPROPRIATE A TEMPORARY BUDGET FOR 2020

TOWNSHIP OF MANSFIELD, WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, N.J.S. 40 A; 4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2020 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty (30) days of 2020; and

WHEREAS, the total appropriations in the 2019 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is the sum of \$ 6,562,426.00.

WHEREAS, 26.25% of the total appropriations in the 2019 budget, exclusive of any appropriations made for interest and debt charges, capital improvement fund and public assistance in said 2019 budget is the sum of \$ 1,722,636.82.

NOW, THEREFORE, BE IT RESOLVED, that the following appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for her records.

RESOLUTION 2020-22

OFFICIALS AUTHORIZED TO SIGN CHECKS AND WARRANTS

BE IT RESOLVED, that each check and warrant of the Township be signed by two of the following and that they hereby are authorized to sign same.

- Mayor, Joseph Watters
- Township Clerk, Dena Hrebenak
- Chief Financial Officer, Donna M. Mollineaux
- Deputy Treasurer, JoAnn Fascenelli

RESOLUTION # 2020-23

A RESOLUTION CONTINUING AUTHORIZATION FOR THE REIMBURSEMENT OF ONE FOURTH THE COSTS OF MEDICAL BENEFITS TO ELIGIBLE EMPLOYEES WAIVING COVERAGE

TOWNSHIP OF MANSFIELD WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, all full-time employees of the Township of Mansfield working 35 or more hours per week and part-time employees who are regularly scheduled to work 30 hours or more per week are eligible to receive medical benefits; and

WHEREAS, medical benefits include medical insurance;

WHEREAS, some employees may experience an unwanted duplication of benefits;

WHEREAS, those employees with duplication may seek to waive insurance coverage and be reimbursed up to one-fourth of the cost for same; and

NOW THEREFORE BE IT RESOLVED, by the Mayor Watters and Township Committee of the Township of Mansfield, County of Warren, New Jersey, the Chief Financial Officer will pay through payroll, subject to inclusion on Federal W-2 Wage and Tax Statement, an amount equal to one-fourth (25%) of the Township's cost (calculated as the cost of the medical benefit, minus the employee's contribution) to provide the plan type the employee qualifies for (i.e. Family, Single, Parent/Child, Husband/Wife). Employees waiving coverage after May 21, 2010 are limited to a maximum \$ 5,000.00 per year reimbursement.

BE IT FURTHER RESOLVED, that the said payment will be made through the bi-weekly payroll of every month for a total twenty-six (26) payments per year.

RESOLUTION NO. 2020-24

Township of Mansfield

STATE OF NEW JERSEY

WHEREAS, NJSA 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Local Government Services, and

WHEREAS, the rules and regulations require a municipality to send three (3) notices of tax sale to all properties included in said sale; and

WHEREAS, the rules and regulations allow said municipality to charge a fee of \$25.00 per notice for the creation, printing and mailing of said notice; and

WHEREAS, in an effort to more fairly assign greater fiscal responsibility to delinquent taxpayers, the Township of Mansfield wishes to charge \$25.00 per for one notice mailed which will be assessed specifically to the delinquent accounts that are causing the need for a tax sale and not to the general tax base.

BE IT RESOLVED by the Township Committee of the Township of Mansfield that a fee of \$25.00 for one notice be established and is hereby authorized and directed to be charged for each notice of tax sale that is sent in conjunction with the 2020 electronic tax sale.

RESOLUTION 2020-25

TOWNSHIP OF MANSFIELD

WARREN COUNTY, NEW JERSEY

WHEREAS, there exists a need for the service of a Municipal Auditor in the Township of Mansfield for auditing services and advice to the Mayor and Township Committee; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:1 1-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, in the County of Warren as follows:

1. The agreement with Tom Ferry with the Auditing Firm of Ferraioli, Wielkottz, Cerullo, & Cuva, P.A. is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:1 1-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law. A copy of the Agreement is on file for inspection with the Clerk of the Township of Mansfield.
2. This Contract shall not exceed \$ 35,000.00.
3. A notice of this action shall be printed once in the Star-Gazette.

RESOLUTION 2020-26

TOWNSHIP OF MANSFIELD

WARREN COUNTY, NEW JERSEY

WHEREAS, there exists a need for the service of a Bond Council in the Township of Mansfield for auditing services and advice to the Mayor Watters and Township Committee; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:1 1-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, in the County of Warren as follows:

1. The agreement with John Draikiwicz with the law office of Gibbons P.C. is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:1 1-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law. A copy of the Agreement is on file for inspection with the Clerk of the Township of Mansfield.

2. In an amount not to exceed \$2,000.
3. A notice of this action shall be printed once in the Star Gazette.

RESOLUTION 2020-27

AUTHORIZING PURCHASING FROM WARREN COUNTY CO-OP #WC1946 FOR ROCK SALT FROM ATLANTIC SALT, INC., 134 MIDDLE STREET, SUITE 210, LOWELL, MA 01852

WHEREAS, the Township of Mansfield wishes to purchase Rock Salt under the Warren County Co-Op; and

WHEREAS, Warren County Co-Op Pricing System awarded a contract to Atlantic Salt, Inc., 134 Middle Street, Suite 210, Lowell, MA 01852; and

WHEREAS, the Chief Financial Officer has certified that funds are requested for \$ 60,000.00 and the line item appropriations to be charged are T-35-55-289-0000-0002 Snow Removal Trust in the amount of \$ 60,000.00; and

WHEREAS, the Township is authorized to make purchases through cooperative and state contracts pursuant to N.J.S.A. 40A:11-10 and 12; and

WHEREAS, it is the recommendation of the Director of Public Works and the Chief Financial Officer to authorize the purchase of this ice deterrent product through the Warren County Co-Op Pricing System.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield that the Chief Financial Officer be authorized to issue a purchase order to Atlantic Salt, Inc., 134 Middle Street, Suite 210, Lowell, MA 01852.

RESOLUTION # 2020-28

A RESOLUTION TO PROVIDE FOR AND DETERMINE THE HOURLY WAGES FOR TOWNSHIP EMPLOYEES

BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey as follows:

The hourly wages for the following employees are as follows:

Part-Time Laborer/Snow Plow Driver	Brandon Widenor	\$ 20.00 Per Hour
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Part-Time Laborer/Snow Plow Driver (with CDL)	Richard Bross	\$ 25.00 Per Hour
Part-Time Laborer/Snow Plow Driver	Glenn C. Snyder	\$ 20.00 Per Hour
Part-Time Laborer/Snow Plow Driver (with CDL for Snow Plow Only)	William J. Lovett	\$ 25.00 Per Hour
Part-Time Laborer/Snow Plow Driver (with CDL)	Ted Tomaszewski	\$25.00 Per Hour

RESOLUTION NO. 2020-29

WHEREAS, it is necessary to make change for the public when payments are made; and

WHEREAS, the municipal departments have expressed a need for a change fund in order to better serve the public;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, Warren County, New Jersey, that a change fund for the following departments be set as follows:

Municipal Court	\$300.00
Tax Collector	\$ 50.00
Municipal Clerk	\$ 50.00
Police Department	\$ 50.00

RESOLUTION 2020-30

TOWNSHIP OF MANSFIELD WARREN COUNTY, STATE OF NEW JERSEY

POLICY GOVERNING EMERGENCY PURCHASES

WHEREAS, section N.J.S.A. 40A:11-6 of the Local Public Contracts Law permits local contracting units to use emergency purchasing procedures, and pursuant to corresponding Local Public Contracts Law rules adopted by the State's Division of Local Government Services on December 4, 2000, the governing body of each contracting unit shall adopt rules to ensure that there are written procedures for determining and confirming the existence of an emergency; and

WHEREAS, according to N.J.A.C. 5:34-6.1(b) such rules or regulations shall include such provisions that ensure that if initially designated individuals are not available, there is a clear chain of command to ensure that there are always appropriate individuals to make such decisions; and

WHEREAS, when an emergency arises requiring certain purchases to be made pursuant to emergency purchasing procedures, the Township Committee of the Township of Mansfield, has determined that the following procedures shall apply.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, Warren County, State of New Jersey that the following is adopted as the emergency purchasing policy for the Township of Mansfield.

A. POLICY GOVERNING EMERGENCY PURCHASING PROCEDURES

1. Contracts, including purchase orders, shall be entered into, and funds committed or expended for an emergency pursuant to N.J.S.A. 40A:11-6 and corresponding rules, N.J.A.C. 5:34-6.1, subject to the following requirements:

a. An actual or imminent emergency must exist requiring the immediate delivery of the goods or the performance of the service(s);

b. The emergency must directly affect the public health, safety or welfare, and requires the immediate delivery of goods or the performance of service(s);

c. Emergency purchasing shall not be used for administrative convenience or for failure to plan. Sound business practices shall be used when an emergency purchase must be made;

d. The emergency purchasing procedure may not be used unless the need for the goods or performance of the service(s) could not have been reasonably foreseen or the needs for such goods or service(s) has arisen notwithstanding a good faith effort on the part of the Township of Mansfield to plan for the purchase of any required goods or service(s);

e. The contract shall be of such limited duration as to meet only the immediate needs of the emergency declared;

f. Under no circumstances shall the emergency purchasing procedures be used to enter into a multi-year contract; g. Any emergency condition(s) in which the estimated cost is in excess of the bid threshold shall be approved by the Township Committee.

B. PROCEDURE FOR THE DECLARATION OF AN EMERGENCY

a. A department head, or in their absence his/her designee, as soon as reasonably possible, shall notify the Mayor of the need for awarding of a contract or purchase order, the nature of the emergency, the time of its occurrence and the need for invoking the emergency provision of the law;

b. If the Chief Financial Officer/Finance Office is satisfied that an emergency exists, he/she shall be authorized to award a contract or contracts for such purposes as may be necessary to respond to the emergent needs;

c. Within 48 hours of an emergency occurrence, the department head, or in their absence his/her designee, shall submit to the Chief Financial Officer/Finance Office a written re-

port (Certification of Request for Emergency Purchases) providing the information referenced above;

d. In the Chief Financial Officer's or Finance Office absence, the chain of command for adherence to the requirements shall be:

1. Township Clerk
2. Chief of Police
3. Superintendent of Public Works
4. Township Attorney

RESOLUTION 2020-31

TOWNSHIP OF MANSFIELD
WARREN COUNTY, New Jersey

OFFICIALS AUTHORIZED TO SIGN CHECKS AND WARRANTS FOR MANSFIELD SHARED COURTS

BE IT RESOLVED, that each check and warrant of the township be signed by one of the following and that they hereby are authorized to sign same.

- Court Administrator, Irene Brownell
- Deputy Court Administrator, Lisa Rudd

Mr. Hayes made a motion to approve Resolutions 1-31, which was seconded by Mrs. Mora Dillon.

Ayes – Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters

Abstained – Mr. Farino (Resolution 2020-08)

Nay – None

Absent – None

Mr. Hayes made a motion to adjourn the regular meeting at 12:12 pm, and go into the Reorganization Meeting of the Township of Mansfield Board of Health, seconded by Mrs. Mora Dillon.

Ayes – Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters

Abstained – None

Nay – None

Absent – None

MANSFIELD TOWNSHIP BOARD OF HEALTH
REORGANIZATION MEETING
JANUARY 1, 2020

This is the Reorganization Meeting of the Mansfield Township Board of Health.
The notice requirements of the law have been satisfied for this meeting by notice to Star-Gazette and the Express Times, of the time, date and location thereof. Notice was also posted on the bulletin board located in the Municipal Building.

The Mansfield Township Board of Health shall not hold regularly scheduled meetings and shall call them only as the need requires and shall meet at the Municipal Building, 100 Port Murray Road, Port Murray, New Jersey

Mayor Watters called the meeting to order at 12:26 p.m.

Mayor Watters appointed herself/himself, Chairperson of the Board of Health and Dena Hrebenak, Secretary of the Board of Health for the year 2020.

HEALTH OFFICER:

Mayor Watters appointed Michael Deehan, M.D, as Health Officer of the Township of Mansfield for the year 2020. This is a non-salary position.

Mr. Hayes moved to concur with said appointments, which was seconded by Mrs. Mora Dillon.

Ayes – Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters

Abstained – None

Nay – None

Absent – None

RESOLUTION BOH 2020-01 BOARD OF HEALTH OPEN PUBLIC MEETINGS ACT Chapter 231, P.L. 1975

WHEREAS, the legislature has adopted the Open Public Meetings Act, Chapter 231, P.L. 1975, which became effective on January 9, 1976; and

WHEREAS, the Board of Health of the Township of Mansfield being desirous of continuing to keep the public informed of its activities and to comply with the requirements of the aforesaid Act.

NOW, THEREFORE, BE IT RESOLVED:

- In accordance with Section 13 of the Act, the Board of Health of the Township of Mansfield hereby announces that it shall not hold regularly scheduled meetings and shall call them only as need requires and shall meet at the Municipal Building, 100 Port Murray Road, Port Murray, New Jersey.
- In accordance with Section 13 of the Act, the newspapers to which all notices required by the aforesaid Act are to be sent shall be any of the official newspapers of the municipality; Star-Gazette and the Express Times.

- The public place at which all notices shall be posted shall be the bulletin board situated in the Municipal Building.

Mrs. Mora Dillon made a motion to approve the passage of BOH2020-01, which was seconded by Mr. Hayes.

Ayes – Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mayor Watters

Abstained – None

Nay – None

Absent – None

Mr. Watters moved to adjourn the Board of Health meeting at 12:14 pm.

Return to regular meeting at 12:14 pm.

There being no further business, it was moved by Mrs. Mora Dillon to adjourn the Reorganization Meeting at 12:14 p.m, which was carried by all.

Dena Hrebenak

Municipal Clerk