

Townhall
February 3, 2022

The Mannington Township Committee meeting was called to order by Mayor Asay at 6:40 PM. The following were in attendance: Asay, Patrick, Dunham, Horner, Mitchell, Elwell, Schmid, Patti Davis, and Paul Yerger.

Clerk certified that this meeting had been advertised in accordance with the Sunshine Law.

PUBLIC COMMENT:

Public Comment period was opened by regular motion. Resident Paul Yerger of 241 Route 45 brought up the flooding problem he spoke about at the January meeting and pleaded with the Committee to do what they can to help out. Mayor Asay explained that Route 45 was a state road but he would stop and take pictures if he is able to see the flooding and contact a representative at the DOT. As there were no further comments, this portion was closed by regular motion.

OTHER BUSINESS:

Donna Harris, Tax Assessor, requested to have her evening office hours changed to daytime hours. The Committee saw no problem with changing the hours and offering appointments for those who could not make it in a particular time slot.

BILLS FOR PAYMENT:

Motion was made by Patrick, seconded by Dunham, approving the attached bill list for payment.

Asay - yes Patrick - yes Dunham - yes

Beginning with computer check number 17155, ending computer check number 17204 (Bills paid by check number's 17158 & 17159 were approved for payment at the January 6, 2022 Township Committee meeting). Beginning with payroll fund check number 7055, ending payroll check number 7058.

Planning Board Escrow Under 5000

2/3/2022 ck. #1079 \$ 92.50.00 Aimino & Dennen, LLC

STORM RECOVERY TRUST

2/3/2022 ck# 1069 \$2,854.38 Riverside Const. Materials Inc.

Mayor Asay advised CFO Elwell to hold the second installment bill on the Mannington-Yorktown Road project, submitted by Fralinger Engineering, until the work has been completed.

CFO submitted Summary Budget Status Reports as of February 2, 2022 for 2021 Reserve Balances & the 2022 Temporary Budget.

APPROVAL OF MINUTES:

Motion was made by Patrick, seconded by Asay, approving of the minutes for the meetings held on December 2, 2021 and December 29, 2021. Motion carried.

Motion was made by Patrick, seconded by Dunham, approving of the minutes for the Organization and the regular Township Committee meetings held on January 6, 2022. Motion carried.

ZONING REPORT:

A written and verbal zoning report was given by Schmid for the month of January 2022. There were no zoning permits or certificates of occupancy reported for January. One update on a pending court action was given.

OLD BUSINESS:

Motion was made by Patrick, seconded by Asay, opening the public hearing for Ordinance #22-01. Motion carried. There being no comments, motion was made by Patrick, seconded by Dunham, closing the public hearing. Motion carried.

Motion was made by Patrick, seconded by Dunham, adopting the following-named ordinance on final reading. Roll call vote as follows:

Asay - yes Patrick - yes Dunham - yes

**MANNINGTON TOWNSHIP
ORDINANCE NO. 22-01**

**AMENDMENT OF MANNINGTON TOWNSHIP CODE CHAPTER 102 (“PROPERTY
MAINTENANCE”) TO REPEAL AND DELETE ARTICLE III ENTITLED
“ABANDONED RESIDENTIAL PROPERTY REGISTRATION”**

Motion was made by Patrick, seconded by Dunham, opening the public hearing for Ordinance #22-02. Motion carried. There being no comments, motion was made by Patrick, seconded by Dunham, closing the public hearing. Motion carried.

Motion was made by Patrick, seconded by Dunham, adopting the following-named ordinance on final reading. Roll call vote as follows:

Asay - yes Patrick - yes Dunham - yes

**MANNINGTON TOWNSHIP
ORDINANCE NO. 22-02**

**CALENDAR YEAR 2022
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO
ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

Habitat for Humanity has been in contact with the Mayor and are very interested in the property on Route 45 and Newell Road. Mayor Asay will look into a template form for them to sign off on so the Township can receive COAH credit.

NEW BUSINESS:

Motion was made by Patrick, seconded by Dunham, adopting the following resolution. Roll call vote as follows:

Asay - yes Patrick - yes Dunham - yes

MANNINGTON TOWNSHIP

**RESOLUTION ADOPTING SCHEDULES FOR PAYMENTS TO BE
REIMBURSED FROM APPLICANT/DEVELOPER ESCROW ACCOUNTS
PURSUANT TO THE MUNICIPAL LAND USE LAW**

BE IT RESOLVED by the Township Committee of the Township of Mannington in the County of Salem and State of New Jersey that, pursuant to *N.J.S.A. 40:55D-53.2, et seq.*, it hereby adopts the attached **Schedules A through F** to establish the rates of payment for professional services that are to be paid by or reimbursed to the Township from

applicant/developer escrow accounts under the Municipal Land Use Law during the year 2022, retroactive to January 1, 2022.

**SCHEDULE A
TOWNSHIP SOLICITOR 2022**

Fees to be paid or reimbursed from applicants'/developers' escrow accounts for review of applications for development, review and preparation of documents, and other purposes under the Municipal Land Use Law: **\$185 per hour**.



CONSULTING ENGINEERS • PLANNERS LAND SURVEYORS • ENVIRONMENTAL SERVICES

629 Shiloh Pike • Bridgeton • New Jersey • 08302
Phone: 856- 451-2990 • Fax: 856-455-9702
www.fralinger.com

Albert A. Fralinger, Jr., PE, PLS & PP
J. Michael Fralinger, Sr. (1957-2009)
Charles M. Fralinger, PLS
Carl R. Gaskill, PE, PLS, PP & CME
Stephen J. Nardelli, PE, PP, CME & CPWM
Barry S. Jones, PLS & PP
Guy M. DeFabrites, PLS & PP
Stephen P. McKeich, PLS
William J. Olbrich, PLS
Matthew Baldino, PE, CME
Corey R. Gaskill, PE, CME
J. Michael Fralinger, Jr., PE, CME

SCHEDULE B

Civil Engineering
Land Use Planning & Design
Site Engineering
Traffic Engineering
Land Surveying
Municipal Engineering
Soils Investigation
Traffic Impact Studies
NJDOT Permitting
Phase I Environmental Studies
Permeability Testing
Septic System Design
Wetlands Delineation
Global Positioning Surveying (GPS)
Geographic Information Systems (GIS)
Planning/Zoning Board Representation
3D Laser Scanning

**2022 SCHEDULE OF ENGINEERING, PLANNING
AND LAND SURVEYING FEES
TOWNSHIP OF MANNINGTON**

1. Survey Party Chief with Truck and Surveying Equipment.....	\$140.00 per hour
2. Survey Equipment Operator.....	\$78.00 per hour
3. Survey Support Staff.....	\$30.00 per hour
4. Research Technician.....	\$101.00 per hour
5. Computer Aided Drafting & Design (CADD).....	\$133.00 per hour
6. Draftsman (tax maps, and free-hand drafting).....	\$103.00 per hour
7. Construction Inspector.....	\$134.00 per hour
8. Project Designer/Engineer in Training (Non-licensed personnel).....	\$164.00 per hour
9. Professional Engineer (Licensed Civil Engineer) (project meetings, general supervision, design, consultations, conferences, public hearings, meetings with various government agencies, report preparation, court appearance).....	\$188.00 per hour
10. Professional Land Surveyor (Licensed Land Surveyor) (supervision and/or preparation of survey, client consultations, public hearings, court attendance).....	\$188.00 per hour
11. Survey Technician (Unlicensed Survey personnel: Data Downloading, Computations, Etc.).....	\$136.00 per hour
12. Technical Typist (specifications/spreadsheets, etc.).....	\$67.00 per hour
Reimbursable Expenses:	
13. Prints (24" x 36" or 30" x 42".....	\$5.00 per sheet
14. Mylar.....	\$16.00 per sheet
15. Photocopies.....	\$0.10 per sheet
16. All postage, overnight mailing, certified mail, courier and related services.....	at cost
Any work provided such as Capital Improvement Projects, Trust Fund Road Improvement Projects, etc. can be provided based on a lump sum pre-negotiated fee.	

Any time spent working on legal, state holidays and Saturdays shall be invoiced at 1.5 times the above listed rates. Time spent working on Christmas Day, Thanksgiving Day, Fourth of July, Labor Day, Memorial Day and Sundays shall be invoiced at 2 times the above listed rates. All time expended is considered on a portal-to-portal basis. All expenses for a project from outside vendors and external services such as subcontracted professional fees; equipment purchase, rental and maintenance; vendor printing and photography; parking and tolls; living/overnight allowances, etc. will be invoiced at cost plus 15% to cover administrative expenses. In house reproduction services will be invoiced as listed above. Should use of other consultants or technicians be required that are not on staff of Fralinger Engineering PA approval by the client shall first be obtained before proceeding.

SCHEDULE C

**CLARKE CATON HINTZ
2022 PROFESSIONAL PLANNING FEE SCHEDULE**

Clarke Caton Hintz
Architecture
Planning
Landscape Architecture

100 Barrack Street
Trenton NJ 08608
clarkecatonhintz.com
Tel: 609 883 8383
Fax: 609 883 4044

<u>PLANNERS & LANDSCAPE ARCHITECTS</u>	<u>HOURLY RATE</u>	
	<u>Standard</u>	<u>Expert</u>
Brian Slaugh, PP, AICP	\$180	\$230
Michael Sullivan, LLA, ASLA, PP, AICP	\$180	\$230
Mary Beth Lonergan, PP, AICP	\$170	\$210
Emily Goldman, PP, AICP	\$150	\$165
Donna Miller, PP, AICP, CFM	\$145	\$160
Elaine Clisham, MCP	\$130	\$145
Geoffrey Vaughn, LLA, ASLA	\$130	\$145
Christian Kuhn, LLA, ASLA	\$125	\$135
Melissa McMullen, AICP	\$120	\$130
James Clavelli, MCRP	\$120	\$130

NOTE: Standard rates shall be applicable for all services to public sector clients except for those related to litigation/contested matters in which case Expert rates shall apply. Time for off-premise work is billable on a portal-to-portal basis. Reimbursable expenses, including travel, copying, computer plotting and other reproducible items, postal charges, photography, subcontracted work and other expenses directly related to a specific project or application are billed at the firm's direct cost without mark-up for administration.

John Hatch, FAIA
George Hibbs, AIA
Brian Slaugh, AICP
Michael Sullivan, AICP
Michael Hanrahan, AIA
Mary Beth Lonergan, AICP

SCHEDULE D

PLANNING BOARD SOLICITOR 2022

Fees to be charged to developers' escrow accounts for review of applications for development and review and preparation of documents and other purposes under the Municipal Land Use Law: **\$ 185.00 per hour.**

SCHEDULE E

REDEVELOPMENT COUNSEL 2022

Fees to be charged to redevelopers' escrow accounts for general legal services in connection with redevelopment projects, specialized legal services in connection with the negotiation and authorization of a financial agreement with respect to payments in lieu of tax, the authorization and issuance of bonds or other obligations for the various Redevelopment projects it determines to undertake, pursuant to the Local Redevelopment and Housing Law, N.J.S.A 40A:12A-1 et seq, the Redevelopment Area Bond Financing Law, N.J.S.A 40A:12A-64 et seq., the New Jersey Economic Stimulus Act of 2009, or other applicable law: **\$ 395.00 per hour for attorneys and \$ 180.00 per hour for legal assistants. In addition to the hourly time charges, Counsel will be reimbursed for out-of-pocket expenses as set forth in paragraph B(3)(g) of the current agreement on file with the municipality.**

SCHEDULE F

ENVIRONMENTAL COUNSEL 2022

FEE SCHEDULE

<u>Attorneys</u>	
William J. Fiore	\$425
Anthony F. Siliato (NJ & NY)	\$425
Edwin C. Landis, Jr.	\$395
John N. Malyska	\$395
Albert I. Telsey	\$370
Scott T. McCleary	\$350
David B. Grantz (NJ & NY)	\$350
Scott R. Malyk	\$350
Joseph R. McCarthy	\$325
Linda T. Snyder	\$300
Catherine P. Kelly (NJ & NY)	\$300
Eric Holmes (NJ & NY)	\$250
Matthew P. Dolan (NJ & NY)	\$250
Javier M. Lopez (NJ & NY)	\$250
Paul J. DeMartino Jr.	\$225
<u>Paralegals</u>	
Ana Braga	\$160
Elizabeth Marriott	\$140
Jalyssa Alarcon	\$140
Kevin Dillon	\$140

Motion was made by Patrick, seconded by Dunham, adopting the following resolution. Roll call vote as follows:

Asay - yes Patrick - yes Dunham - yes

MANNINGTON TOWNSHIP

RESOLUTION AUTHORIZING CANCELLATION OF CERTAIN PROPERTY TAXES WITH DELINQUENT BALANCES FOR TAX YEAR 2021 UNDER \$10.00 OR LESS

WHEREAS, the governing body of the Township of Mannington 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 Mannington 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 Mannington, County of Salem, and State of New Jersey, that Municipal Tax Collector, Suzanne D. Pierce, is hereby authorized to process the cancellation of tax refunds or delinquencies of less than Ten (\$10.00) Dollars during the calendar year of 2021 in accordance with N.J.S.A. 40A:5-17.1.

Motion was made by Patrick, seconded by Dunham, adopting the following resolution. Roll call vote as follows:

Asay - yes Patrick - yes Dunham - yes

MANNINGTON TOWNSHIP

RESOLUTION AUTHORIZING THE TRANSFER OF CREDITS ON REAL ESTATE TAXES IN THE TOWNSHIP OF MANNINGTON FOR THE YEAR 2021

WHEREAS, THE TAX COLLECTOR OF MANNINGTON TOWNSHIP has certified to the Township Committee that certain persons need to have overpayments transferred to the year 2022; and

WHEREAS, THE TAX COLLECTOR OF MANNINGTON TOWNSHIP has certified to the Township Committee that certain persons are entitled to have certain real estate tax credits transferred for various reasons; and

NOW, THEREFORE, BE IT RESOLVED, that the appropriate officials of Mannington Township, County of Salem, and State of New Jersey, authorize any credits in the form of overpayment and/or duly authorized deductions to be applied to real property taxes shall be transferred to and applied to real property taxes for the identical premises as listed for the year 2022.

Motion was made by Patrick, seconded by Dunham, adopting the following resolution. Motion carried.

MANNINGTON TOWNSHIP

A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER ONE REQUIREMENTS

WHEREAS, Mannington Township is a member of the Tri County Joint Insurance Fund (TRICO JIF) which secures insurance protection through the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

WHEREAS, through its membership in the TRICO JIF, Mannington Township has cyber liability insurance coverage to protect the Township from the potential devastating costs associated with a cyber related claim; and

WHEREAS, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

WHEREAS, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1, Tier 2, and Tier 3 standards, that if adopted and followed, will reduce many of the risks associated with the use of technology by the Township; and

WHEREAS, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the Township to claim a reimbursement of a paid insurance deductible in the event the member files a claim against Mannington Township's cyber insurance policy, administered through the TRICO JIF and the Municipal Excess Liability Joint Insurance Fund;

NOW THEREFORE BE IT RESOLVED that the Mannington Township Committee does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with Tier 1 of the NJ MEL Cyber Risk Management Plan;

Information Backup

Email Warning

Security Patches and Updates

Incident Response Plan

Defensive Software

Technology Practice Policy

Security Awareness Training

Government Cyber Membership

Password Management

AND, BE IT FURTHER RESOLVED, that a copy of this resolution, along with all required checklists and correspondence, be provided to the NJ MEL Underwriter for their consideration and approval.

CORRESPONDENCE :

1. Salem County Commissioner ARP Funding Request. At this time, the Committee has no project to request funding for.
2. Verizon submitted a 2021 Franchise Fee Statement and a payment of \$6,452.54.
3. Comcast submitted a 2021 Franchise Fee Statement and a payment of \$2,687.49.
4. Salem County Mosquito Department submitted an annual notification for area-wide pesticide application, including an informational packet to be displayed for public use.
5. NJ SADC's FY2022 PIG Appropriation Announcement showed that the township was not eligible for a FY2022 base grant as 25% of the previous base grant was not spent as of August 16, 2021.

Mayor Asay reported that the Agricultural Advisory Committee recommended a letter be sent out to all owners of over 10 acres of Q-Farm property that has not already placed their property in farmland preservation.

PUBLIC WORKS REPORT:

Patrick gave a verbal Public Works report.

Mayor Asay gave a shout out to Horner for the real estate sales transactions. All closing are complete and checks have been delivered to the Township.

REPORTS:

The following reports were filed:

Tax Collector reported receipts for January in the amount of \$426,864.96.

Mid-Salem County Court submitted one (1) check in the amount of \$1,329.52 for fines received in January.

Registrar's receipts for January totaled \$1,160.00.

There were nineteen (19) dog licenses issued in January with receipts totaling \$351.00.

Finance reported receipts of \$215,220.02 for the month of January.

There being no further business to transact, the Mayor adjourned the meeting by regular motion at 7:19 PM.

Respectfully Submitted,

Esther A. Mitchell, Clerk

February 7, 2022 NO QUORUM
February 14, 2022 NO QUORUM
February 28, 2022 NO QUORUM