

TOWNSHIP OF SHREWSBURY

RESOLUTION #2021-68

AUTHORIZE A PROFESSIONAL SERVICES CONTRACT TO COLLIERS ENGINEERING DESIGN, INC TO PREPARE AND SUBMIT A 2022 NJDOT STATE MUNICIPAL AID GRANT APPLICATION FOR BELSHAW AVENUE IMPROVEMENTS PROJECT

WHEREAS, the Township of Shrewsbury wishes to apply for the 2022 NJDOT State Municipal Aid Grant for the Belshaw Avenue Improvements Project; and,

WHEREAS, the Township Committee of the Township of Shrewsbury formally approves the grant application for the above stated project; and,

WHEREAS, the Mayor and Clerk and Colliers Engineering & Design are hereby authorized to submit an electronic grant application identified as MA-2022 Belshaw Avenue Improvements-00323 to the New Jersey Department of Transportation on behalf of the Township of Shrewsbury; and,


WHEREAS, Collier Engineering has submitted the attached proposal in the amount of \$3,535.00 and,


WHEREAS, the Chief Municipal Finance Officer hereby certifies that funds shall be available and recommends the attached proposal from Collier Engineering Design, Inc. for engineering services to submit a 2022 NJDOT State Municipal Aid Grant Application for Belshaw Avenue improvements project; and,

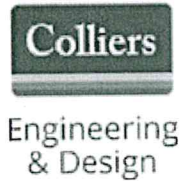
BE IT RESOLVED, that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Shrewsbury and that their signature constitutes acceptance of the terms and conditions of the grant agreement.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
LETTICE	X		X			
JENNINGS		X	X			
PUHAK			X			

I hereby certify the above to be a true copy of the resolution adopted by the Township Committee at the Meeting held on June 15, 2021


Pamela Howard, RMC, CMR
Municipal Clerk


Glenwood Puhak
Mayor



Client Authorization Form

Date: June 8, 2021
Client: Township of Shrewsbury
Project name: 2022 NJDOT State Aid
Phase name: Municipal Aid Grant Application
Colliers Engineering & Design project no.: SHT-0088P

We request your review and authorization of services as outlined below in order to proceed:

Services requested by:

Description of service contract scope:

Colliers Engineering & Design, Inc. (DBA Maser Consulting) proposes to provide the following service: Prepare and submit a 2022 NJDOT State Aid Municipal Aid Grant Application by the deadline of July 1, 2021. Grant Application requirements include: Application form through SAGE, draft resolution, project information and scope of work narratives, location map drawing and upload, roadway data information, cost estimate, photos.

The Business Terms and Conditions of the original contract shall still apply.

Services outline above shall be invoiced:

Per diem/hourly

Estimated Budget = \$ 3,535.00

Lump sum

Fee = \$ _____

I (we) hereby authorize the services to proceed as outlined above:

Client Authorization Form prepared by:

Glennwood Pulaski
Signer's Name (Print)

Kelsey Howard
Project Manager's Name (Print)

[Signature] 6/16/21
Signature Date

[Signature] 6/8/2021
Project Manager's Signature

Please sign the form where indicated & email or mail to Colliers Engineering & Design for our records.

Township of Shrewsbury

Resolution #2021-69

AUTHORIZE PURCHASE OF PLAYGROUND EQUIPMENT AND SERVICES FROM BEN SHAFFER RECREATION, INC

WHEREAS, the Township Committee wishes to authorize the purchase of playground equipment and services for Eloise Nagel Park and utilizing payment through the Monmouth County Open Space Grant and matching funds from the Township of Shrewsbury; and,

WHEREAS, the purchase of goods and services by local contracting units is authorized by the Local Public Contracts Laws, N.J.S. 40A:11-12; and,

WHEREAS, the Township of Shrewsbury, is authorized pursuant to N.J.S.A. 52:34-6.2(b)(3) to use procurement methods by entering into a nationally or state recognized cooperative agreement; and;

WHEREAS, Educational Services Commission of New Jersey State approved Co-op Purchasing Program is a recognized purchasing cooperative (#65MCESCCPS) and has awarded Contract No. ESCNJ 20/21-22 to Ben Shaffer Recreation, Inc. for this item; and,

WHEREAS, Ken Wall, Public Works Employee and the Thomas X. Seaman, Chief Financial Officer recommends the utilization of this contract on the grounds that the price reflects a substantial savings; and,

WHEREAS, the amount of the purchase of this item shall not exceed \$154,064.48 for equipment and services to Eloise Nagel Park; and,

WHEREAS, funds for this purpose are available from the Monmouth County Open Space Grant and in Ordinance No. 21-06, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township of Neptune Committee of the Township of Shrewsbury that the purchase of playground equipment and services for Eloise Nagel Park, Inc. be and is hereby authorized through Ben Shaffer Recreation, Inc. an approved vendor through the Educational Services Commission of New Jersey State approved Co-op Purchasing Program – Contract No. ESCNJ 20/21-22, at an amount not to exceed \$154,064.48; and,

Table with 7 columns: Name, Motion, Second, Ayes, Nays, Abstain, Absent. Rows include Lettice, Jennings, and Puhak with 'X' marks in various columns.

I hereby certify the above to be a true copy of the resolution adopted by the Township Committee at the Meeting held on June 15, 2021.

Pamela Howard, RMC,CMR Municipal Clerk

Glenwood Puhak Mayor

69

Ben Shaffer Recreation Inc

PO Box 844
Lake Hopatcong, NJ, 07849
973-663-2021 Fax 973-663-4615
1-800-953-2021
www.benshaffer.com



BEN SHAFFER RECREATION

Park, Playground & Streetscape Solutions
Serving NJ Since 1921



Shrewsbury Township DPW
Ken Wall
1979 Crawford St
Shrewsbury NJ 07724

PROPOSAL

Date	Proposal #	Terms	Associate
6/3/2021	GMBPQ2765-02	Net 30	Greg Powell

As requested, we are pleased to quote the following using Bid #: ESCNJ 20/21-22; Co-op #65MCESCCPS:

Qty	Part #	Manufacturer	Description	List Price	Disc Price	Ext. Price
1	130-126962-2 96,523	Burke	Ages 2-5 Synergy Play Structure, Ages 5-12 Nucleus Intensity Play Structure, 3 Bays of Swings, Borders and Fitness Equipment	\$96,523.00	\$88,801.16	\$88,801.16
1	Discount	Burke	Burke Discount	-\$14,269.38	-\$14,269.38	-\$14,269.38
6	580-0172	Burke	6' PVC TRADITIONAL BENCH W/BACK, STATIONARY	\$551.00	\$506.92	\$3,041.52
2	580-0176	Burke	6' PVC TRADITIONAL PICNIC TABLE, PORTABLE	\$1,003.00	\$922.76	\$1,845.52
4	580-0189	Burke	PVC LC STAT PLASTIC DOME	\$503.00	\$462.76	\$1,851.04
1	WHPG_	Whirl	Standard installation of the above Playground items to manufacturer specification	\$47,769.62	\$47,769.62	\$47,769.62
56	WHRMH_	Whirl	Man-Hour Labor Per Contract Woodcarpet Install	\$0.00	\$125.00	\$7,000.00
38	WHRMH_	Whirl	Man-Hour Labor Per Contract Install only: two (2) Jaypro basketball set ups	\$0.00	\$125.00	\$4,750.00
49	WHRMH_	Whirl	Man-Hour Labor Per Contract Supply & install: 160 LF of 5' high galvanized chain link fence Parallel to basketball court & parking lot	\$0.00	\$125.00	\$6,125.00
12	WHRD_	Whirl	Receive/Unload Delivery. Cost per man-hour.	\$0.00	\$125.00	\$1,500.00
					Freight*	\$5,650.00
Project: Playground 2021					Total	\$154,064.48

*The above items are priced in accordance with Bid #: ESCNJ 20/21-22; Co-op #65MCESCCPS. Freight quotes are honored for 30 days & may need to be updated before order placement.

Approximate delivery time is 4-6 weeks after receipt of order.

Playground Equipment must be installed over a resilient surface.

Prices do not include installation.

IMPORTANT PAYMENT INFORMATION:

Please make your Purchase Order payable to "Ben Shaffer Recreation Inc."

When placing your order, kindly advise whom the trucker should notify to schedule delivery. The trucker will make one contact and that person must inform any other parties to coordinate delivery.

Standard colors and finish are quoted unless noted. Final count is the responsibility of the contractor/purchaser. Note that assembly/installation is NOT provided. Sales Tax will be added if applicable.

Thanks for allowing us the opportunity to provide you with this proposal. If you have any questions, please call.

Township of Shrewsbury

Resolution #2021-70

**AUTHORIZE RENEWAL OF LIQUOR LICENSE FOR
THE 2021-2022 LICENSING YEAR**

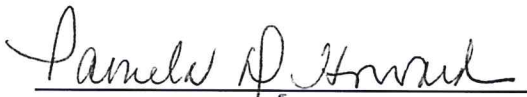
WHEREAS, Jaibhagwan, LLC t/a Shrewsbury Mini Mart Deli & Liquor has completed the on-line Alcoholic Beverage Control renewal application, paid the required state and local fees and has been issued a New Jersey Sales Tax Clearance Certificate by the State Division of Taxation; and,


THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Shrewsbury hereby authorizes the renewal of the Plenary Retail Distribution License #1346-44-001-010 as stated herein to Jaibhagwan, LLC t/a Shrewsbury Mini Mart Deli & Liquor located at 74 Crawford Street for the period of July 1, 2021 to June 30, 2022; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the New Jersey Division of ABC and the applicant.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Lettice		X	X			
Jennings	X		X			
Puhak			X			

I hereby certify the above to be a true copy of the resolution adopted by the Township Committee at the Meeting held on June 15, 2021.


Pamela Howard, RMC, CMR
Municipal Clerk


Glenwood Puhak
Mayor

Township of Shrewsbury

Resolution #2021-71

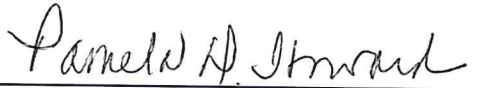
ACCEPT THE RESGNATION OF TOWNSHIP EMPLOYEE

WHEREAS, the Township Committee wishes to accept the resignation of Michael Parson; and

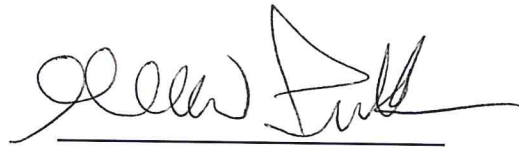
WHEREAS, Michael Parson verbally resigned from his position as a public works employee of the Township of Shrewsbury and declined to put his resignation in writing effective April 12, 2021; and

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Lettice		X	X			
Jennings	X		X			
Puhak			X			

I hereby certify the above to be a true copy of the resolution adopted by the Township Committee at the Meeting held on June 15, 2021.



Pamela Howard, RMC,CMR
Municipal Clerk



Glenwood Puhak
Mayor

Township of Shrewsbury

Resolution #2021-73

**AUTHORIZE THE EMPLOYMENT OF A PART-TIME EMPLOYEE
IN THE PUBLIC WORKS DEPARTMENT**

WHEREAS, a vacancy exists with regards to the Public Works Department that needs to be filled in accordance with the Personnel Policy and Procedures Manual and Employee Handbook; and

WHEREAS, in accordance with Section 4.30, entitled, "Employment Procedure" of the Personnel Handbook, the vacant position was advertised; applications were received; interviews were undertaken by Ken Wall. All applications for employment were accepted and treated objectively and equally in accordance to laws and guidelines issued by the New Jersey Division on Civil Rights and the U.S. Equal Opportunity Commission; and

WHEREAS, after review of the applications and interviews, applications were submitted to the Township Committee and it is recommended that an offer of employment be made to Keontae Wiggins at a salary in accordance with the Municipal Budget, and if accepted, this Resolution shall serve as an appointment to the position of Part-Time Public Works Employee, subject to a physical examination and background check and satisfactory review of the same pursuant to 4.30 of the Personnel Manual; and


WHEREAS, funds will be made available in the 2021 Municipal Budget and the Chief Financial Officer has so certified in writing; and,

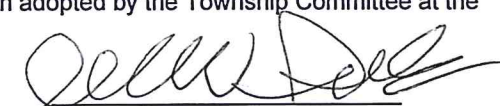
NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey, that the Township Committee hereby authorizes a job offer, and if accepted, appoints for hiring as a Part-Time Public Works Employee, Keontae Wiggins; subject to an appropriate medical examination and satisfactory results from said medical examination per the Personnel Manual and subject to a background check, which is satisfactory to the Township Committee and further criteria as set forth in 4.30 of the Personnel Manual, and subject to a probationary period of ninety (90) days commencing the date of acceptance of this job offer, after which the salary will be revisited subject to the procedures for processing successful applicants per the Personnel Manual.

BE IT FURTHER RESOLVED, that said employee shall not work no more than 28 hours a week unless authorized and is not subject to medical benefits and shall not receive the benefits of a full-time employee.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Letfice	X		X			
Jennings		X	X			
Puhak			X			

I hereby certify the above to be a true copy of the resolution adopted by the Township Committee at the Meeting held on June 15, 2021.


Pamela Howard, RMC,CMR
Municipal Clerk


Glenwood Puhak
Mayor

TOWNSHIP OF SHREWSBURY

RESOLUTION #2021-74

AUTHORIZE A PROFESSIONAL SERVICES CONTRACT TO COLLIERS ENGINEERING & DESIGN, INC TO PREPARE AND SUBMIT A GRANT APPLICATION TO NJDEP GREEN ACRES PROGRAM LOCAL ASSISTANCE

WHEREAS, the Township of Shrewsbury wishes to apply for a grant to the NJDEP Green Acres Program Local Government Assistance for the proposed project located at Eloise Nagel Park; and,

WHEREAS, the Township Committee of the Township of Shrewsbury formally approves the grant application for the above stated project; and,

WHEREAS, Colliers Engineering & Design is hereby authorized to prepare and submit an application for the NJDEP Green Acres Program Local Government Assistance Grant; and,

WHEREAS, the Township of Shrewsbury is eligible for a 25% matching grant, with the balance of 2% interest loan, payable over 20 years, subject to available funding, per Exhibit A; and,

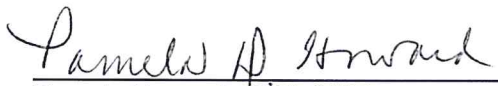
WHEREAS, Collier Engineering has submitted the attached proposal in the amount of \$4,500.00 and,


WHEREAS, the approval will be granted upon the Chief Municipal Finance Officer's certification of the availability of funds for Collier Engineering & Design to prepare and submit the application for a grant to the NJDEP Green Acres Program Local Government Assistance; and,

BE IT RESOLVED, that the Mayor and Clerk is hereby authorized to sign the grant agreement and professional contract of Collier Engineering, & Design on behalf of the Township of Shrewsbury and that their signature constitutes acceptance of the terms and conditions of the grant agreement.

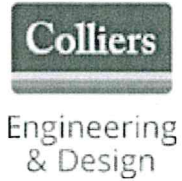
Name	Motion	Second	Ayes	Nays	Abstain	Absent
LETTICE		X	X			
JENNINGS	X		X			
PUHAK			X			

I hereby certify the above to be a true copy of the resolution adopted by the Township Committee at the Meeting held on June 15, 2021


Pamela Howard, RMC, CMR
Municipal Clerk


Glenwood Puhak
Mayor

331 Newman Springs Road, Suite 203
Red Bank, NJ 07701
Main: 877 627 3772



Client Authorization Form

Date: June 15, 2021
Client: Township of Shrewsbury
Project name: 2021 NJDEP Green Acres Funding
Phase name: Grant Application
Colliers Engineering & Design project no.: SHT-0091P

We request your review and authorization of services as outlined below in order to proceed:

Services requested by:

Description of service contract scope:

Colliers Engineering & Design, Inc. (DBA Maser Consulting) proposes to provide the following service(s):

Prepare and submit a Grant Application to the NJDEP Green Acres Program Local Government Assistance, due July 15, 2021. The Township is eligible for a 25% matching grant, with the balance of a 2% interest loan, payable over 20 years, subject to available funding. The proposed project is located at Eloise Nagel Park.

A public hearing must be held prior to the Grant Application deadline, or within one (1) week after, and must be advertised as a display ad and posted on the Township website 15 days prior. Grant Application requirements include: coordinate public hearing and advertisement, application form, cost estimate, project schedule, narrative, site location map, tax map, environmental assessment, conceptual site plan, photographs, list of applicable permits.

Items to be supplied by the Borough include: Affidavit of publication from the Record, certified resolution, certified meeting minutes, application certification form, letters of support, letter from Planning Board.

The Business Terms and Conditions of the original contract shall still apply.

Services outline above shall be invoiced:

Per diem/hourly

Estimated Budget = \$ 4,500.00

Lump sum

Fee = \$ _____

I (we) hereby authorize the services to proceed as outlined above:

Client Authorization Form prepared by:

Glenwood Patrick
Signer's Name (Print)

Kelsey Howard
Project Manager's Name (Print)

[Signature] 6/16/21
Signature Date

[Signature] 6/15/2021
Project Manager's Signature

Please sign the form where indicated & email or mail to Colliers Engineering & Design for our records.

Maser Consulting is now Colliers Engineering & Design

"EXHIBIT A"