



**Shrewsbury Township  
1979 Crawford Street  
Shrewsbury Township, New Jersey 07724**

**Katrina L. Thornton, CMR  
Acting Municipal Clerk**

**Phone (732) 542-0572  
Fax (732) 935-1348**

## **Shrewsbury Township Committee**

**MARCH 15, 2022  
REGULAR MEETING - 6:00 PM  
MINUTES**

### **CALL MEETING TO ORDER**

In accordance with the requirements of Section 4(a) of C.231, P.L. 1975, the required Notice of this meeting was published in the Two River Times on January 13, 2022, in addition to posting on the bulletin board in the Municipal Building and filing a copy of said notice with the Municipal Clerk.

**ROLL CALL – Present were Lynda Lettice and Mayor Lester Jennings, Mr. Puhak**

### **SALUTE TO THE FLAG**

### **APPROVAL OF MINUTES**

Regular Meeting Minutes – March 15, 2022

Moved by Mrs. Lettice, seconded by Mayor Jennings  
Mrs. Lettice, and Mayor Jennings, Mr. Puhak

**CORRESPONDENCE: No Correspondence**

### **REPORTS**

Public Works Report  
March 1, 2022

On a daily basis the municipal building was cleaned and garbage discarded. Salted roads. Started to edge beds around town. Removed damaged and dying trees in the park. Got price from the county to grind the stumps. Took the wood to Mazza and chipped all brush. Trimmed and elevated trees along Shrewsbury Ave and Cleaned leaves up on the road. Cleaned main building outside. Put stone at the DPW yard. Fixed ceiling tiles in the office at main building. Put in an electric line and added an outlet in office. Took old cement to the dump. Submitted by Kenneth Wall, Public Works Department

**Township of Shrewsbury**

**Resolution #2022-39**

**AMENDED APPROPRIATE RESERVE TRANSFER OF FUNDS NO. 1**

**WHEREAS**, N.J.S.A. 40A: 4-59 provides for appropriation reserve transfers during the first (3) months of any fiscal year, when it has been determined that it is necessary to expend for any of the purposes specified in the budget an amount in excess of the sum appropriated therefore, and where it has been further determined that there is an excess in any appropriation over and above the amount deemed to be necessary to fulfill the purpose of such appropriation.

**WHEREAS**, Resolution #2022-35 Appropriate Reserve Transfer of Funds NO.1 was approved on February 15, 2022, the CFO provided notification that the "FROM" numbers had been inadvertently transposed and requested correction. This Resolution # 2022-39 is correcting that error in the "FROM" column.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey, no less than two thirds of the full majority concurring, that the Treasurer be and is hereby authorized to make transfers among the 2021 budget appropriations in accordance with the attached schedule.

	<u>FROM</u>	<u>TO</u>
Mayor & Committee -OE 1-01-20-110-020	<b>\$ 2,050.00</b>	
Engineer-OE 1-01-20-165-020	<b>\$ 2,500.00</b>	
Administration-SW 1-01-20-100-010		\$ 1,000.00
Finance-SW 1-01-20-130-010		\$ 1,000.00
Housing-SW 1-01-22-200-010		\$ 500.00
Street & Roads 1-01-26-290-010		\$ 2,000.00
Board of Health-SW 1-01-27-310-010		\$ 50.00
<b>Total</b>	<b>\$ 4,550.00</b>	<b>\$ 4,550.00</b>

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Jennings		<b>X</b>	<b>X</b>			
Lettice	<b>X</b>		<b>X</b>			

Puhak			X			
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I hereby certify the above to be a true copy of the resolution adopted by the Township Committee at the Meeting held on February 15, 2022.

\_\_\_\_\_  
 Katrina Thornton  
 Acting Municipal Clerk

\_\_\_\_\_  
 Lester Jennings  
 Mayor

**Township of Shrewsbury**

**Resolution #2022-40**

AUTHORIZE THE HANDICAP APPLICATION FOR GLENWOOD PUHAK

**WHEREAS**, Glenwood Puhak who resides at 118 Barker Avenue has submitted an application requesting a handicap parking space; and,

**WHEREAS**, the Acting Municipal Clerk has reviewed the application and found the applicant has provided the required documentation and is in compliance with Ordinance #2019-6; and,

**WHEREAS, the Acting** Municipal Clerk recommends the Township Committee approve the applicants request for a Handicap Parking Spot at 118 Barker Avenue; and,

**NOW, THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Shrewsbury, the County of Monmouth, State of New Jersey, approves a handicap parking space for Glenwood Puhak at 118 Barker Avenue and said permit shall be renewed on an annual basis.

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

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\_\_\_\_\_  
 Katrina L. Thornton, CMR  
 Acting Municipal Clerk

\_\_\_\_\_  
 Lester Jennings  
 Mayor

**Township of Shrewsbury**  
**Resolution #2022-41**

**RESOLUTION AUTHORIZING CONTRACT FOR FURNISHING OF LABOR AND EQUIPMENT AND SERVICES FOR COLLECTION, REMOVAL AND DISPOSAL OF GARBAGE**

**WHEREAS**, the voters of Shrewsbury Township voted in 2011 not to exceed the 2% tax levy cap; and

**WHEREAS**, as a result of the aforesaid action and the need to cut expenses, the Township Committee passed Ordinance No. 7.12.11 rescinding the prior Municipal Ordinance providing for municipal garbage and trash collection, thus eliminating public and municipal garbage and trash collection for all private residences; and

**WHEREAS**, the Township Committee passed Resolution 11-45, authorizing notification to Alfred Vail Mutual Association, Shrewsbury Arms and Shrewsbury Woods of the discontinuance of public garbage collection; and

**WHEREAS**, the discontinuance of public garbage and trash collection still required the municipality to seek a contract for garbage and trash collection for its own municipal facilities and property, and the Township Committee authorized the Municipal Attorney to seek quotes from available sanitation disposal companies for limited garbage/solid waste pickup for the Township's municipal facility, as well as bulky trash pickup for the municipal government only, which in the Chief Financial Officer's opinion, could be obtained for below the bid threshold required for public bidding and even below the threshold for seeking quotes; and

**WHEREAS**, a prior contract for garbage collection, originally with M&S Waste Services and its successors ended on June 1, 2021, and Ken Wall, the Public Works Employee sought quotes for garbage and trash collection; with one contractor not responding and one contractor significantly high and the third contractor being the most reasonable, namely Sakoutis Brothers Disposal of Colts Neck, New Jersey. Based on the Public Works Employee's recommendation, the Township Committee authorized a contract with Sakoutis Brothers Disposal on August 17, 2021; but as it turned out, Sakoutis thereafter was unwilling to perform the service previously quoted, and Ken Wall, based on prior authorization was requested to seek quotes again; and

**WHEREAS**, Ken Wall received a quote from Delisa Waste Services for a four-yard container for trash pickup one-time per week for \$140.00 per month, with a one-time delivery fee of \$50.00 per container on September 2, 2021; a quote from Waste Management for a six-yard container for trash pickup every other week at \$147.00 per month on September 2, 2021 and a quote from Republic Services on August 24, 2021 for a six-yard container at \$113.61 per month with a one-time delivery charge of \$40.57, with pickup every other week; and

**WHEREAS**, the Township Attorney and the Chief Financial Officer have recommended a contract based on the last quotes with Republic services with a base rate of \$84.00 per month for one six-yard container plus environmental recovery fees of \$29.61 for a total per month of \$113.61 and a one-time delivery fee of \$40.57, with pickup every other week; and

**WHEREAS**, the Chief Financial Officer has determined that sufficient funds will be available and appropriated in the amount of \$113.61 per month or \$1,363.32 per year, as evidenced by the Chief Financial Officer's Certification, a true copy of which is available in the Clerk's Office; and

**WHEREAS**, the Township has determined that the cost of a new contract with Republic Services in 2022 will be the same as 2021.

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Shrewsbury, County of Monmouth, and State of New Jersey, that the Township Committee hereby authorizes the Mayor and Clerk to execute a new contract with Republic Services, with a local office located at 1861 Wayside Road, Tinton Falls, NJ 07724, and an email address of [tmilmoe@republicservices.com](mailto:tmilmoe@republicservices.com), commencing January 1, 2022 and ending December 31, 2022; for \$113.61 per month.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
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Jennings	X		X			
Lettice		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 March 15, 2022.

\_\_\_\_\_  
Katrina Thornton  
Acting Municipal Clerk

\_\_\_\_\_  
Lester Jennings  
Mayor

TOWNSHIP OF SHREWSBURY

RESOLUTION #2022-42

**RESOLUTION APPROVING CONTRACT FOR SERVICES WITH DYNAMIC TESTING SERVICE AND THE TOWNSHIP OF SHREWSBURY**

**WHEREAS**, there exists a need for coordination of alcohol and drug testing services with regards to designated individuals in the Township government of the Township of Shrewsbury; and

**WHEREAS**, the Mayor and Township Committee of the Township of Shrewsbury has available a contract with Dynamic Testing Service to coordinate the alcohol and drug testing services for the Township of Shrewsbury without competitive bidding representing professional services under the “Non-fair and Open” process; and

**WHEREAS**, the Chief Financial Officer hereby certifies the availability of funds in the amount of One Thousand (\$1,000.00) Dollars. A true copy of said Certification from the Chief Financial Officer is available for review in the Clerk’s Office of Shrewsbury Township.

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Shrewsbury, County of Monmouth and State of New Jersey that the Mayor and Township Committee hereby approve the contract of Dynamic Testing Service, a true copy of which is attached hereto and made a part hereof as Exhibit “A” as reviewed by the Township attorney commencing April 1, 2022 and ending March 31, 2025, and hereby authorize the Mayor to execute said contract on behalf of the Township of Shrewsbury as attested to by the Township Clerk upon certification by the Chief Financial Officer that funds are available for this purpose.

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

<b>Puhak</b>	<b>X</b>		<b>X</b>			
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\_\_\_\_\_  
 Katrina Thornton  
 Acting Municipal Clerk

\_\_\_\_\_  
 Lester Jennings  
 Mayor

**TOWNSHIP OF SHREWSBURY  
 RESOLUTION #2022-43**

**RESOLUTION AUTHORIZING CONTRACT FOR SERVICE MAINTENANCE ON  
 TELECOMMUNICATION SYSTEM FOR THE TOWNSHIP OF SHREWSBURY**

**WHEREAS**, the Township of Shrewsbury needs a Service Maintenance Contract covering all parts and labor for all of its telecommunication’s systems; and

**WHEREAS**, quotes were obtained for such services, and in the opinion of the Township Committee that the aforesaid services are below the bid threshold requiring public bidding, and also involve professional services.

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Shrewsbury, County of Monmouth, and State of New Jersey, that the Township Committee hereby authorizes a contract with RFP Solutions, Inc., with offices located at 10-F Greenwood Avenue, West Deptford, New Jersey 08096, for maintenance covering all parts and labor 24 hours a day; seven days a week from April 1, 2022 through March 31, 2023 for a fee of \$961.20.

**BE IT FURTHER RESOLVED**, that the Chief Financial Officer has certified the availability of funds for this contract, a true copy of said Certification of Availability of Funds can be reviewed in the Clerk’s Office of the Township of Shrewsbury.

**BE IT FURTHER RESOLVED**, that the Mayor is hereby authorized the sign the aforesaid Contract with RFP Solutions, Inc. for the above referenced services.

<b>Name</b>	<b>Motion</b>	<b>Second</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstain</b>	<b>Absent</b>
<b>Jennings</b>			<b>X</b>			
<b>Lettice</b>	<b>X</b>		<b>X</b>			
<b>Puhak</b>		<b>X</b>	<b>X</b>			

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\_\_\_\_\_  
 Katrina Thornton

\_\_\_\_\_  
 Lester Jennings

Acting Municipal Clerk

Mayor

**Township of Shrewsbury**  
Resolution #2022-44  
AUTHORIZE PAYMENT OF BILLS

The Township Committee of the Township of Shrewsbury hereby authorizes payment of the Bills in the amount of \$ 102,969.29

Name	Motion	Second	Ayes	Nays	Abstain	Absent
<b>Puhak</b>	<b>X</b>		<b>X</b>			
<b>Lettice</b>			<b>X</b>			
<b>Jennings</b>		<b>X</b>	<b>X</b>			

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Katrina Thornton  
Acting Municipal Clerk

\_\_\_\_\_  
Lester Jennings  
Mayor

**Township of Shrewsbury**

**Resolution #2022-45**

**APPROVE INCREASING YEAR 2022 TEMPORARY BUDGET APPROPRIATIONS**

**WHEREAS** N.J.S.A.40A: 420 states that in addition to the temporary appropriations necessary for the period prior to the adoption of the budget and regular appropriations, the governing body may, by resolution adopted by a 2/3 vote of the full membership thereof, make emergency temporary appropriations for any purpose for which appropriations may lawfully be made for the period between the beginning of the fiscal year and the adoption of the budget for said year, and

**WHEREAS** the amount of such emergency appropriation shall be included under the correct heading in the budget as adopted, and;

**WHEREAS** there is a need to provide additional funds for Borough operations, and,

**WHEREAS** adequate provision for such funding was not made in the temporary budget.

**WHEREAS** the total emergency temporary resolutions adopted in the year 2022 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A.40A:420) including the increase represented by this resolution total **\$287,928.00**, in addition to the temporary budgets adopted January 18, 2022 in the amount of **\$432,688.18** for a total Year to Date Temporary Budget of **\$ 720,616.16**.

**(Attachment 1)**

**NOW THEREFORE BE IT RESOLVED** by the Council of the Borough of Shrewsbury (not less than 2/3 affirmatively concurring) that the items of appropriation appearing on the list be included in the temporary budget for the Borough for the year 2022, and that in accordance with the Statute such item of appropriation will be included in the 2022 budget as finally adopted.

**BE IT FURTHER RESOLVED** that two certified copies of this resolution be filed with the Director of the Division of Local Government

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

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Lester Jennings  
Mayor

**NEW BUSINESS –**

**OLD BUSINESS –**

**PUBLIC PORTION – PLEASE STATE YOUR NAME AND ADDRESS FOR THE MINUTES**

Mayor Jennings offered a motion to open the meeting to the Public, moved and seconded by Mrs. Lettice.

Robin Kane – inquired regarding the updates to the gymnasium

Rich Brunson – explained the padding of gymnasium walls

Mr. Anthony explained the possibility of have the Borough of Eatontown handle our Clean Communities and Tonnage grant.

Mr. Anthony discussed the transfer of the water system in AVMA and where the process is currently at in regards to the sale.

Mrs. Lettice offered a motion to close the public portion of the meeting, moved and seconded by Mrs. Lettice; all were in favor.

Mr. Anthony requested an update on the part time hire process and the posting as well as responses to date.

**DATE OF NEXT MEETING – Special Finance Meeting March 29, 2022 at 7:00 P.M.**

Do I hear a motion to adjourn the public meeting? Moved by Mr. Jennings and seconded by Mrs. Lettice



Respectfully Submitted,

Katrina L. Thornton, CMR  
Acting Municipal Clerk