



REGULAR MEETING MINUTES

Shrewsbury Township
1979 Crawford Street
Shrewsbury Township, NJ 07724

Teri Giercyk, RMC
Municipal Clerk

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

Shrewsbury Township Committee

January 10th 2017

REGULAR MEETING - 7:00 PM

MINUTES

COMMITTEEMEMBER PUHAK MOVED THE ADOPTION OF THE FOLLOWING MINUTES:

CALL MEETING TO ORDER by Mayor Edward Nolan at 7:00 P.M.

In accordance with the requirements of Section 4(a) of C.231, P.L. 1975, the required Annual Notice of this meeting was published in Asbury Park Press on January 5, 2017, in addition, to posting on the bulletin board in the Municipal Building on January 1, 2017 by the Municipal Clerk. The meeting called to order by Sue Veitengruber in accordance with the Open Public Meetings Act at 7:00 P.M. on this 10th day of January 2017.

ROLL CALL:

GOVERNING BODY MEMBERS PRESENT: Committeewoman Bailly, Committeeman Puhak, and Mayor Nolan.

ABSENT: None

TOWNSHIP OFFICIALS PRESENT: Municipal Clerk/C.F.O. Sue Veitengruber, and Township Attorney Gene Anthony.

MEMBERS OF THE PUBLIC WERE IN ATTENDANCE

SALUTE TO THE FLAG

APPROVAL OF MINUTES:

Regular Meeting Minutes – 12/19/2016

Moved by Mayor Nolan, seconded by Mayor Nolan.

Ayes – Mayor Nolan

Abstain – Mrs. Bailly and Mr. Puhak.

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Please note this meeting was held during the previous month when Mr. Puhak was not yet on the committee and Mrs. Bailly was not present at the meeting.

Executive Session Minutes – 12/19/2016

Moved by Mayor Nolan, seconded by Mayor Nolan.

Ayes – Mayor Nolan

Abstain – Mrs. Bailly and Mr. Puhak

Please note this meeting was held during the previous month when Mr. Puhak was not yet on the committee and Mrs. Bailly was not present at the meeting.

Reorganization Meeting Minutes – 1/1/2017

Moved by Mr. Puhak, seconded by Mayor Nolan.

Ayes – Mrs. Bailly, Mr. Puhak, and Mayor Nolan

CORRESPONDENCE

- 1. Mayor's Appointments**
- 2. Powers and duties of the governing body workshop**
- 3. Conference of Mayors**
- 4. Direct Energy Announcement**
- 5. Notice of rate hearing of NJ American Water**
- 6. OPRA Request**
- 7. Subpoena**
- 8. Monmouth County Joint Insurance Fund**
- 9. NJ League of Municipalities Announcement**
- 10. Board of Chosen Freeholders Announcement**
- 11. Howell Township Resolution**
- 12. U.S. Census Bureau**

REPORTS:

FINANCE:

Sue Veitengruber: Tax Collection is almost ready to roll over into the 2017 year. Will be done by the end of this week.

PUBLIC WORKS REPORT – Mr. Foster

RECREATION:

Mr. Brunson was contacted by someone that would be interested in giving free martial arts classes, will have to make sure all the proper insurance is in place. Will work on next week or two.

MUNICIPAL ATTORNEY

Mr. Anthony: Will be sending out some opinion letters. He has not been with the township the last two years, so he will be reviewing the contracts that need to be renewed. Recycling and garbage collection is next. He will be sending a letter regarding renewing contracts

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No other reports.

ORDINANCES FOR INTRODUCTION: NONE

ORDINANCES FOR ADOPTION: NONE

RESOLUTIONS:

COMMITTEEMEMBER Nolan OFFERED THE FOLLOWING RESOLUTION AND MOVED ITS ADOPTION:

RESOLUTION #2017-25
AMENDING MEETING SCHEDULE

WHEREAS, the Township Committee of the Township of Shrewsbury has previously approved an annual schedule of meetings, and

WHEREAS, there is a need to reschedule the Tuesday, February 14, 2017 Township Committee meeting,

NOW THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey that the Tuesday, February 14, 2017 meeting shall be rescheduled to Wednesday, February 15, 2017 at 7 pm at Shrewsbury Township Town Hall, 1979 Crawford Street, Shrewsbury, NJ, 07724.

Seconded by Committeemember Puhak and adopted on roll call by the following vote:

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Bailly			X			
Puhak		X	X			
Nolan	X		X			

I hereby certify the above to be a true copy of the resolution adopted by the Township Committee at the Meeting held on January 10, 2017.

Suzanne M. Veitengruber, RMC, CMFO
Municipal Clerk

Edward P. Nolan
Mayor

COMMITTEEMEMBER Nolan OFFERED THE FOLLOWING RESOLUTION AND MOVED ITS ADOPTION:

RESOLUTION #2017-25
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REGULAR MEETING MINUTES

WHEREAS, there is a need to reschedule the Tuesday, February 14, 2017 Township Committee meeting,

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Seconded by Committeemember Puhak and adopted on roll call by the following vote:

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Bailly			X			
Puhak		X	X			
Nolan	X		X			

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Suzanne M. Veitengruber, RMC, CMFO
Municipal Clerk

Edward P. Nolan
Mayor

COMMITTEEMEMBER Bailly OFFERED THE FOLLOWING RESOLUTION AND MOVED ITS ADOPTION:

RESOLUTION #2017-27

**RESOLUTION AUTHORIZING LINC'S AGREEMENT BETWEEN
MONMOUTH COUNTY AND SHREWSBURY TOWNSHIP**

WHEREAS, the Monmouth County Office of Emergency Management and the Monmouth County Department of Health have requested the use of the Shrewsbury Township Town Hall Gymnasium for the purpose of administering mass vaccinations in the event of a bio-terrorism event, and WHEREAS, this agreement must be renewed on an annual basis.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey, that the Mayor and Municipal Clerk are hereby authorized to enter into agreement with the Monmouth County Office of Emergency Management and the Monmouth County Department of Health for the utilization of the Shrewsbury Township Town Hall Gymnasium for the purpose of administering mass vaccinations in the event of a bioterrorism event for the period beginning January 1, 2017 through December 31, 2017.

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Seconded by Committeemember Nolan and adopted on roll call by the following vote:

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Bailly	X		X			
Puhak			X			
Nolan		X	X			

I hereby certify the above to be a true copy of the resolution adopted by the Township Committee at the Meeting held on January 10, 2017.

Suzanne M. Veitengruber, RMC, CMFO
Municipal Clerk

Edward P. Nolan
Mayor

COMMITTEEMEMBER Bailly OFFERED THE FOLLOWING RESOLUTION AND MOVED ITS ADOPTION:

RESOLUTION #2017-28
Adjusting the Grace Period for Late Fees for Dog and Cat Licenses

WHEREAS, the Township of Shrewsbury offers a free rabies clinic to coincide with the Licensing Period for dogs and cats, and

WHEREAS, a rabies clinic has been scheduled for Saturday, March 4, 2017.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey that the period for licensing dogs and cats is hereby extended to March 10, 2017 and

BE IT FURTHER RESOLVED, that monthly late fees will be applied to delinquent cat and dog licenses commencing March 11, 2017.

Seconded by Committeemember Puhak and adopted on roll call by the following vote:

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Bailly		X	X			
Puhak	X		X			
Nolan			X			

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Suzanne M. Veitengruber, RMC, CMFO
Municipal Clerk

Edward P. Nolan
Mayor

COMMITTEEMEMBER Bailly OFFERED THE FOLLOWING RESOLUTION AND MOVED ITS ADOPTION:

RESOLUTION #2017-29
RESOLUTION AMENDING A SHARED SERVICE AGREEMENT BETWEEN THE TOWNSHIP OF SHREWSBURY AND THE BOROUGH OF SHREWSBURY FOR WEBSITE MAINTENANCE

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Whereas, the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey approved Resolution 2016-122 setting the cost of a Website Maintenance Shares Service with the Borough of Shrewsbury and

Whereas, the Township of Shrewsbury and the Borough of Shrewsbury have previously entered into a Shared Service Agreement for Website Maintenance for the years 2014 through 2016, and

Whereas, the Borough Council of Shrewsbury subsequently analyzed the costs of maintain the Township’s website at \$1,700, and

Whereas, the Borough Council of Shrewsbury has requested that the fee be amended to \$1,000 for the 2017 year, and

Whereas, the Chief Municipal Finance Officer has certified that funds will be available in the 2017 Township of Shrewsbury budget,

Now Therefore Be It Resolved, by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey approves a Shared Service Agreement with the Borough of Shrewsbury for the period commencing January 1, 2017 and ending December 31, 2017 in the amount of \$1,000 per annum, and

Be It Further Resolved, that the Mayor is authorized to sign said agreement which shall be prepared by the Township Attorney, and attested by the Municipal Clerk.

Seconded by Committeemember Puhak and adopted on roll call by the following vote:

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Bailly	X		X			
Puhak		X	X			
Nolan			X			

I hereby certify the above to be a true copy of the resolution adopted by the Township Committee at the Meeting held on January 10, 2017.

Suzanne M. Veitengruber, RMC, CMFO
Municipal Clerk

Edward P. Nolan
Mayor

COMMITTEEMEMBER Bailly OFFERED THE FOLLOWING RESOLUTION AND MOVED ITS ADOPTION:

Resolution #2017-30
PAYMENT OF THE BILLS

The Township Committee of the Township of Shrewsbury hereby authorizes Payment of the Bills in the amount of **\$ 87,372.24.**

Seconded by Committeemember Nolan and adopted on roll call by the following vote:

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Bailly	X		X			
Puhak			X			
Nolan		X	X			

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Suzanne M. Veitengruber, RMC, CMFO
Municipal Clerk

Edward P. Nolan
Mayor

NEW BUSINESS: Mayor's Appointments was included in correspondence.

OLD BUSINESS: Municipal Clerk position discussed, 10 to 15 hours week. Someone that can issue dog licenses, full OPRA Requests, and filling etc. A Registrar is also required. The position will be re-advertised.

PUBLIC PORTION:

– Do I hear a motion to open the meeting to the public? Moved by Mrs. Bailly, seconded by Mr. Puhak.

Ayes – Mrs. Bailly, Mr. Puhak, and Mayor Nolan.

Donna Johnson, 6 Barker Avenue: Exercise program with the JIF. She was going to contact someone but she wanted to know the requirements. Once a week, for an hour and on Tuesday nights. Certificate of insurance will be required as per Mr. Anthony. Asked if Google Drive was being used. Not recommended by Sue Veitengruber.

Ruth Swartz, 72 Barker: Please consider repealing the leash law and cat ordinance. Would like to see a trap and return ordinance introduced. (Please note: Her comment was almost inaudible.)

Robin Kane, 84 Belshaw: Welcome Glen, welcome back Maryellen, Sue and Gene. Thank township road committee for a good clean up. Asked about a detailed bill list regarding (inaudible). Sue Veitengruber answered her question. Mrs. Kane asked for Sue Veitengruber titles for this year which are C.F.O. and municipal clerk until one is hired. Tax collector available by appointment. Tax Assessor information giving out by Sue Veitengruber also.

Any conflict of interest with the C.F.O. also being the clerk? Nothing as per Mr. Anthony.

Where is this position going to be advertised? Sue Veitengruber also answered, on the professional websites only.

No further public comment.

– Do I hear a motion to close the meeting to the public? Moved by Mayor Nolan, seconded by Mr. Puhak.

Ayes – Mrs. Bailly, Mr. Puhak, and Mayor Nolan.

DATE OF NEXT MEETING: January 24, 2017 at 7PM

RESOLUTION: Executive Session – Personnel Matters

EXECUTIVE SESSION – Personnel, Joseph Muzetska Correspondence requesting to be excused from work for three months,

-Motion to move to executive session – Moved by Mayor Nolan, seconded by Mr. Puhak.

Ayes – Mrs. Bailly, Mr. Puhak, and Mayor Nolan.

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RETURN TO PUBLIC SESSION – RESOLUTIONS:

COMMITTEEMEMBER NOLAN OFFERED THE FOLLOWING RESOLUTION AND MOVED ITS ADOPTION:

RESOLUTION 2017-31
RESOLUTION REGARDING LEAVE OF ABSENCE OF JOSEPH MUZETSKA

WHEREAS, the Township Committee authorized the Township Attorney, Gene J. Anthony, to send a letter to Joseph Muzetska, Township Code Enforcement Officer and Housing Officer, under Rice v. Union County Regional High School Board of Education, 155 N.J. Super. 64 (App. Div. 1977) in order to review personnel issues concerning Joseph Muzetska by way of an Executive Session meeting; and

WHEREAS, Joseph Muzetska sent a letter to the Township Attorney, dated January 6, 2017, accompanied by a letter from his doctor, requesting three months excused leave due to medical reasons; and

WHEREAS, the Township Committee had an Executive Session concerning Joseph Muzetska and personnel matters on January 10, 2017, and Mr. Muzetska did not appear at the said meeting after appropriate notice.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Shrewsbury, Count of Monmouth and State of New Jersey, that the governing body hereby authorizes a 30 day leave of absence for medical purposes for Joseph Muzetska from the date of Mr. Muzetska last appearance in Shrewsbury Township in performing his duties as Code Enforcement Officer and Housing Officer, without pay, and subject to his examination within 30 days of this resolution by a physician of the Township's choosing to determine whether continued medical leave is appropriate.

BE IT FURTHER RESOLVED, that should the physician's examination find continued medical leave inappropriate, or should Mr. Muzetska fail to appear for such examination, the Township shall take appropriate actions pursuant to the Township of Shrewsbury's Personnel Ordinance, and as allowed by law.

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Seconded by Committeemember Puhak and adopted on roll call by the following vote:

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Bailly					X	
Puhak		X	X			
Nolan	X		X			

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Suzanne M. Veitengruber, RMC, CMFO
Municipal Clerk

Edward P. Nolan
Mayor

ADJOURNMENT

– **Do I hear a motion to adjourn the meeting? Moved by Mr. Puhak, seconded by Mayor Nolan. Ayes – Mr. Puhak, and Mayor Nolan.**

Seconded by Committeemember NOLAN and adopted on roll call by the following vote:

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Bailly						X
Puhak	X		X			
Nolan		X	X			

October 3, 2017
Respectfully submitted,

Teri Giercyk, RMC
Municipal Clerk

Approved: _____
Teri Giercyk, RMC Date _____