



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

**Pamela D. Howard, RMC
Municipal Clerk**

**Phone (732) 542-0572
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Shrewsbury Township Committee

January 12, 2021

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 Annual Notice of this meeting was published in the Two River Times on January 9, 2021, 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

GOVERNING BODY MEMBERS PRESENT: Lynda Lettice, Deputy Mayor Lester Jennings and Mayor Glenwood Puhak (by telephone)

TOWNSHIP OFFICIALS PRESENT: Township Attorney Gene Anthony and Municipal Clerk, Pamela D. Howard.

SALUTE TO THE FLAG

APPROVAL OF MINUTES

Regular Meeting Minutes – 12/08/2020
Reorganization Meeting Minutes – 1/1/2021

Moved by Deputy Mayor Jennings, Mayor Puhak
Ms. Lettice, Mr. Jennings and Mayor Puhak

CORRESPONDENCE – NONE

REPORTS -

FINANCE – NONE

HOUSING INSPECTOR/CODE ENFORCEMENT: NONE

RECREATION: NONE

UTILITIES: NONE

MUNICIPAL ATTORNEY: Mr. Anthony stated the Township was experiencing problems with Suburban. They've contacted them and the latest episode is that the cardboard is not being tied up. He sent them a copy of the contract and the ordinance and neither states the cardboard should be tied up. He stated the contract is due to expire in June of this year. He stated the original contractor was M&S. The Township will need to decide what they would like to do. Mr. Wall, public works employee suggested the Township do their own recycling and take it to Mazza. Mr. Wall states it will include everything and the Township will save anywhere from \$300 to \$400 per month and the Township would have other benefits. Mr. Anthony stated he would talk to Mr. Wall because he did not want to break the contract but informed the Committee that they had a couple of months to decide and then both him and Mr. Wall will present it to the Committee again. Mr. Anthony stated all shared services have come through as far as fire protection with Eatontown and Municipal Clerk with Neptune Township and the Township still has court with Red Bank. He stated he was currently negotiating animal control with Red Bank. Mr. Anthony went through the history of trying to get someone to respond to first aide calls. He stated that both he and the Mayor have spoken to Senator Vin Gopal and have spoken to Michael Bascom on numerous occasions and he could not help. He assured everyone that he was still working on it.

PUBLIC WORKS: Deputy Mayor Jennings read the Public Works Report in its entirety:

PUBLIC WORKS REPORT

January 1, 2021

On a daily basis the municipal building was cleaned and garbage discarded.

Picked up ceiling tiles and insulation. Began installation. Picked up new Christmas lights. Put up Christmas lights on the tree, put out sled and reindeer, and put lights on main building. Picked up a scrap water heater on Barker Ave. Finished ceiling remediation. Picked up trim for front door and installed. Ran wire and put in outlet for the new handicap door. Cleaned up leaves at main building. Removed handicap parking spot at 48 Barker Ave. Cleaned inside shop. Cleaned leaves in the park and dpw yard. Went over plow and salter for pickup truck. Picked up old scrap bath tub. Picked up road salt from the county. Put in hot water line for washing salt off the equipment. Received new dump truck. Got wood for sides of truck and installed. Plowed and salted all streets. Picked up and installed new blinds in conference room. Helped out to get \$3,027 off the Serv Pro bill that was for the tile floor that was installed incorrectly twice. Cleaned up cardboard bin. Picked up paint and painted front door trim. Filled potholes. Removed dead Cherry Tree in park, pulled stump and filled hole and seeded. Welded new light bracket on old truck and put new light. Removed old sheetrock in Dpw office that was covered in mold. Primed both offices in the DPW building.

Submitted by Kenneth Wall, Public Works Department

SAFETY AND NEIGHBORHOOD WATCH: NONE

RESOLUTIONS-

TOWNSHIP OF SHREWSBURY

RESOLUTION #2021-31
AMEND 2021 TEMPORARY BUDGET

WHEREAS, N.J.S. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2021 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 30 days of the fiscal year, and

WHEREAS, the total appropriations in the 2020 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of \$ 946,300.77, and

WHEREAS, twenty-six and twenty-five hundredths percent (26.25%) of the total appropriations in the 2020 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance in said budget is the sum of \$248,411.83

WHEREAS, the attached list of temporary appropriations are within the above listed limitations,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Shrewsbury, in the County of Jersey, State of New Jersey, that the following appropriations be made and a certified copy of this resolution be transmitted to the Chief Municipal Financial Officer:

TEMPORARY APPROPRIATIONS – CY2021		
GENERAL ADMINISTRATION		
Salaries and Wages		12,000.00
Other Expenses		10,000.00
MAYOR & TOWNSHIP COMMITTEE		
Salaries and wages		2,500.00
Other Expenses		1,000.00
MUNICIPAL CLERK		
Salaries and wages		9,000.00
Other Expenses		2,060.00

FINANCIAL ADMINISTRATION		
Salaries and wages		6,000.00
Other Expenses		4,500.00
AUDIT SERVICES		4,000.00
TAX COLLECTION		
Salaries and wages		1,500.00
Other Expenses		500.00
TAX ASSESSMENT ADMINISTRATION		
Salaries and wages		2,250.00
Other Expenses		500.00
LEGAL SERVICES		
Other Expenses		12,250.00
ENGINEERING SERVICES		
Other Expenses		4,000.00
STATE UNIFORM UCC		
CODE ENFORCEMENT OFFICIAL		
Salaries and wages		1,000.00
HOUSING OFFICIAL		
Salaries and wages		2,000.00
Other Expenses		250.00
INSURANCE		
LIABILITY INSURANCE		
Other Expenses		9,783.87
WORKMEN'S COMPENSATION INSURANCE		
Other Expenses		9,000.00
EMPLOYEE GROUP HEALTH INSURANCE		
Other Expenses		20,000.00
UNEMPLOYMENT INSURANCE		
Other Expenses		250.00
PUBLIC SAFETY FUNCTIONS		
O.E.M.		
Salaries and wages		500.00
Other Expenses		100.00
FIRE HYDRANT		
Other Expenses		1,750.00
UNIFORM FIRE SAFETY ACT (P.L.1983,Ch.383)		
FIRE OFFICAL		
Salaries and wages		375.00
PUBLIC WORKS		
STREETS & ROADS MAINTENANCE		
Salaries and wages		18,000.00
Other Expenses		10,000.00
RECYCLING PROGRAM		
Other Expenses		2,000.00

BUILDINGS & GROUNDS		
Other Expenses		16,750.00
SOLID WASTE COLLECTION		
Garbage & Trash Other Expenses		750.00
Bulk Container		100.00
HEALTH & WELFARE SERVICES		
VITAL STATISTICS		
Other Expenses		125.00
ANIMAL SERVICES		
Other Expenses		200.00
PARKS & RECREATION		
RECREATION SERVICES & PROGRAMS		
Salaries and wages		1,250.00
Other Expenses		750.00
		500.00
CELEBRATION of PUBLIC EVENTS		
Other Expense		
SENIOR CITIZENS		
Other Expenses		250.00
Other Expenses - SCAT		1,000.00
UTILITIES		
ELECTRIC		3,000.00
WATER		600.00
NATURAL GAS		4,000.00
TELEPHONE		1,500.00
STREET LIGHTING		2,500.00
STATUTORY EXPENDITURES		
CONTRIBUTIONS TO:		
PUBLIC EMPLOYEES PENSION		1,000.00
SOCIAL SECURITY SYSTEM		3,000.00
UTILITY EXPENSES & BULK PURCHASES		
SEWERAGE PROCESSING		
Other Expenses		54,500.00
SHARED SERVICE AGREEMENTS		
MONMOUTH COUNTY 911		3,500.00
BOROUGH OF RED BANK		
COURT SERVICES		1,000.00
EATONTOWN BORO FIRE		2,500.00
DEPARTMENT SERVICES		
TOWNSHIP OF NEPTUNE		2,567.96
CLERK SERVICES		
RECYCLING TONNAGE GRANT		0.00
TOTAL CURRENT FUND		
TEMPORARY BUDGET		248,411.83

TEMPORARY BUDGET EXCEPTIONS		
PRINCIPAL & INTEREST DUE 2020		121,562.50
CAPITAL LEASE DUE MCIA		1,220.00
TOTAL TEMPORARY BUDGET		
EXCEPTIONS		122,782.50
		371,194.33
TOTAL TEMPORARY BUDGET		

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

Township of Shrewsbury

Resolution #2021-32

APPOINT ELECTION OFFICIALS FOR 2021

WHEREAS, the Municipal Clerk's position in the Township of Shrewsbury is part time, and

WHEREAS, the Municipal Clerk is the Chief Election Official of the Municipality, but is required to work in her full-time municipality on election days, and

WHEREAS, there is a need for the supervision of the 2021 Primary and General Elections in the Township of Shrewsbury, and

WHEREAS, in consultation with the Monmouth County Clerk and Monmouth County Board of Elections, it has been determined that Shrewsbury Township may report to another municipality, for the purposes of returning official election materials and reading of the election machine cartridges,

NOW, THEREFORE, BE IT RESOLVED that Julie Martin, Municipal Clerk of Eatontown, and Corinne DiCorica, Deputy Municipal Clerk be appointed as Election Officials of the Township of Shrewsbury for the Primary Election of June 1, 2021 and the General Election of November 2, 2021 at a rate of \$400 per day each for each election, and

BE IT FURTHER RESOLVED, that Julie Martin and Corinne DiCorica are authorized to exercise all the authority and responsibility of the Municipal Clerk/Election Official of Shrewsbury Township on Primary Election Day, June 1, 2021 and General Election Day, November 2, 2021. Each person will be available throughout the election hours, and each will visit the polling place twice during the election hours, including prior to opening the polls. All election materials will be picked up and returned to Eatontown Borough Hall by a member of the Shrewsbury Township polling board, and returns will be transmitted electronically by Eatontown Borough to the Monmouth County Board of Elections.

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

Township of Shrewsbury

Resolution #2021-33

**RESOLUTION WITH REGARD TO APPROPRIATION 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.

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 2020 budget appropriations in accordance with the attached schedule.

TO FROM

Street and Roads -OE 0-01-26-290-020 \$ 6,000.00

Electric-OE 0-01-31-430-002 \$ 6,000.00

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

Township of Shrewsbury

Resolution #2021-34

AUTHORIZE PAYMENT OF BILLS

The Township Committee of the Township of Shrewsbury hereby authorizes payment of the Bills in the amount of \$ 111,512.66 .

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

TOWNSHIP OF SHREWSBURY

RESOLUTION #2021-35

ACCEPT THE RESIGNATION OF DAVID DASHER
AS AN EMPLOYEE IN THE PUBLIC WORKS DEPARTMENT

WHEREAS, David Dasher is a Part-Time employee of the Department of Public Works in Shrewsbury Township ; and

WHEREAS, on January 11, 2021, Mr. Dasher submitted his letter of resignation giving two weeks notice; and,

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Shrewsbury, County of Monmouth and State of New Jersey that the Township Committee hereby accepts the resignation of David Dasher as a Part-Time employee of Shrewsbury Township effective January 27, 2021.

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

NEW BUSINESS – Charles Gormally, Attorney for the owners of Shrewsbury Apts. came before the Committee to discuss having an open door of communication between the Township and Shrewsbury Apartments.

Sam Truss, 54 Julect Court stated he purchased Shrewsbury Apts in 2018. He stated he’s been hit numerous times with complaints and he wished to be compliant. He stated they took a tremendous financial hit. He stated Shrewsbury has a major security problem and they wanted to install cameras at night and have security. He wanted to build a club house and gym but right now it just doesn’t make sense. He also stated he was trying to get a tax decrease and he would like to do more in the Township.

Mr. Anthony stated the Committee appreciated them coming and they would discuss this in the future. He stated they could always contact the Tax Assessor and he discussed capital improvements.

OLD BUSINESS – NONE

PUBLIC PORTION – Robin Kane, 84 Belshaw stated it was definitely a Township line that was the problem that cause the electric to be out on Christmas Day. She stated the Mayor spoke to Bill White from Maser. She stated it was a high price to pay and thanked the Mayor and Katrina Thornton. She stated she spoke to Mr. Anthony regarding a resident being ill and they were not able to get an ambulance to take her to the hospital so she drove her to the hospital herself.

Mr. Anthony stated he would continue to work on this matter.

Mrs. Lettice stated that once she saw the post she notified Mr. Anthony right away. She thanked her for everything.

Ms. Kane also stated the owners of the apartment knew what they were buying.

Katrina Thornton stated the CFO was not expecting such an astronomical cost to repair the electrical lines. She stated there were policies and procedures that had to be followed. She stated JCP&L would have made repairs to the line because HI-Volt listed it as a small fire. She stated Mr. Wall stated he has been on the phone with JCP&L and he's supposed to be notified first no matter who owns it or next time just call JCP&L because the paperwork stated it was a smoldering fire.

Mr. Anthony stated he would talk to Mr. Wall and procedures would be followed.

Mayor Puhak stated he was in charge and he made the decision.

Mr. Anthony stated he would like a little more coordination and to contact the Township employees and professionals and not to spend more money needlessly.

DATE OF NEXT MEETING – Regular Township Committee Meeting – February 9, 2021

ADJOURNMENT

– Do I hear a motion to adjourn the meeting? Moved by Ms. Lettice seconded by Mr. Jennings Ms. Lettice, Deputy Mayor Jennings and Mayor Glenwood Puhak.

February 9, 2021
Respectfully submitted,

Pamela Howard, RMC,CMR
Municipal Clerk