

REGULAR MEETING MINUTES



Shrewsbury Township
1979 Crawford Street
Shrewsbury Township, NJ 07724

Pamela D. Howard, RMC
Municipal Clerk

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Shrewsbury Township Committee
OCTOBER 22, 2019
REGULAR MEETING – 7PM
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 8, 2019, in addition to posting on the bulletin board in the Municipal Building on January 8, 2019 by the Municipal Clerk.

ROLL CALL:

GOVERNING BODY MEMBERS PRESENT: Committeeman Jennings, Deputy Mayor Puhak, and Mayor Nolan.

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

MEMBERS OF THE PUBLIC WERE IN ATTENDANCE

SALUTE TO THE FLAG

APPROVAL OF MINUTES:

Regular Meeting Minutes – October 8, 2019

Moved by Mayor Nolan, seconded by Mr. Jennings.
Ayes – Mr. Jennings, Mr. Puhak and Mayor Nolan.

CORRESPONDENCE

1. Key Activity Report – September
2. DEP News Release
3. Monmouth County Clerk's Office
4. New Jersey Clean Water Council

Moved by Mayor Nolan, seconded by Mr. Jennings.
Ayes – Mr. Jennings, Mr. Puhak and Mayor Nolan.

REPORTS:

FINANCE: NONE

RECREATION REPORT: Mayor Nolan stated the Recreation Department would be hosting a Halloween Party on October 26th between 12-2pm.

Mr. Spengeman stated at the last meeting the Committee was asked if they knew the date of the Township Halloween Party and was also informed that AVA was hosting their Halloween Party on October 26th and now both parties are being held on the same day.

Mayor Nolan stated he would see if the Recreation Department could change theirs.

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MUNICIPAL ATTORNEY REPORT: Mr. Anthony stated he was asked to contact Recreation to see what they were doing as far as programs but he did not have a chance to speak with them. He will follow up on that this week. He stated the Personnel Committee did interview for the Public Work's position and the employee is present this evening and a resolution is on the agenda. We also have to solicit for professionals for next year and a resolution is on the agenda this evening regarding it.

HOUSING INSPECTOR/CODE ENFORCEMENT: Tom Welsh, Code Enforcement Officer was present and provided a report addressing the concerns of the residents.

Mr. Anthony questioned whether there has been complaints of overgrowth near the store. Mr. Welsh stated the only thing for violation was dumping bulk near the dumpster. He stated there was a fire last year and the enclosure was burnt down and never restored. He stated he would prefer the owners restore or replace it but there was nothing in place to have them do it.

Mr. Anthony suggested asking them to correct it.

Mr. Welsh stated commercial properties abide by different rules.

Mr. Anthony stated a notice of violation should be sent but recommended he use his sole discretion. He stated they could have them use Public Work's dumpster.

Mr. Welsh stated notice was written to discontinue use of dumping bulk items.

Mr. Anthony questioned what was the situation near the store.

Mr. Welsh stated they would be receiving a notice because they were getting written for overgrowth. He stated if the Township adopted a property maintenance code they could site more and make reference to it.

Mr. Anthony suggested doing that in January.

Mr. Welsh also suggested cleaning up the ordinance for boats & trailers. He stated he would meet with Ms. Howard to go over the ordinance. He also stated he did not see an ordinance to impound vehicles.

Mr. Anthony stated the Township had no plans to impound because normally the Police Department would handle that. He did state that the Township had the right to tow them away but they have not been able to have someone tow the vehicles away. He stated he could issue summons despite running plates.

Mr. Welsh requested AVA give him as much information as possible to assist him.

Richard Osis stated every year they do an annual letter requesting information or they will be fined. He stated the only problem was if someone moved.

Mr. Anthony suggested both Mr. Welsh and Mr. Osis work together on abandoned vehicles for Alfred Vail. He also recommended Mr. Welsh issue notice to the Apartment Complex regarding abandoned vehicles at their apartments. He also stated the Condo's have been called but asked if there were any problems there.

Angelina Colasanto 266 Crawford Street stated there was a problem with the first complex because there was an abandoned vehicle there.

Mr. Anthony stated the summons would have to be issued against the Association.

Marcia Eagone 418 Crawford Street stated once a year the Condo Association will send out something requesting information. She also stated in Eatontown there was a problem with a car and the Police Department took the vin# and found the owner.

Mr. Anthony stated they did not have a police department to do that. He stated maybe they could get the State Police to run plates and work with Mr. Welsh but the Association could have the

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vehicle towed. He went on to state that the problem with working with the State Police is that he did not have a steady person to speak with to establish a relationship with.

Mr. Anthony discussed enforcing parking for someone backing in.

Mr. Puhak stated AVA residents were major offenders.

Mrs. Eagone questioned whether it was a town ordinance that states you could not back your car in.

Mr. Anthony stated there was and they may need more signs and locations. He suggested doing a survey and ordering the signs.

Bill Spengeman suggested Mr. Anthony look at temporary pick up trucks with extended cabs. Mr. Anthony stated he would like for Public Works to do a survey and see how many vehicles exist.

Mr. Spengeman stated backing in was safer than backing out. He recommended they look into it because there was literature that proved it was the safest.

Mr. Anthony reiterated doing a survey of how many large vehicles that were in the Township.

Mr. Puhak stated this situation was unique to AVA because cars were idling and carbon monoxide was going into homes because doors were close to parking spaces.

Mr. Welsh stated he would reach out again to get approval for EOP, He also stated he received a letter from Mr. Anthony regarding major construction that would affect the roads. He requested that he remain in the loop.

Mr. Anthony stated they were not planning to do anything until spring of next year and they would give the Township notice and will also hire police officers for traffic control.

Mr. Welsh also stated the Township's ISO rating was a three and it's how the insurance companies regulate the Town and has an affect on your homeowners insurance. He stated he would also speak to Ms. Howard about the ordinance tightening up the fire codes.

Marcia Eagone stated she was told in the past by the association to come into the office and write a complaint down.

Mr. Welsh stated he normally pick up things from Joanne but he still has to write the notice to the Association.

PUBLIC WORKS: Mayor Nolan stated the trees would be finished tomorrow and then the new poles, wires and street lights would go up by Friday and in the Spring they will resurface Crawford Street and take the trees down on the other side of the streets.

SAFETY & NEIGHBORHOOD WATCH: Mayor Nolan stated as a reminder that curfews have been implemented for October 30th & October 31 mischief night and Halloween.

ORDINANCE(S) - NONE

RESOLUTIONS

Township of Shrewsbury

Resolution #2019-98

**AUTHORIZE THE EMPLOYMENT OF CHARLES METZ AS AN 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 from eleven

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applicants; interviews were undertaken by the Personnel Committee, including the Township Attorney, for the top three candidates, and 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 by the Personnel Committee, applications and resumes were submitted to the Township Committee with regard to all of the top three applicants determined by the Personnel Committee, and it is recommended that an offer of employment be made to Charles B. Metz, residing at 285 Main Street, Matawan, New Jersey, at a salary of Forty-Eight Thousand Dollars (\$48,000.00) per year, and if accepted, this Resolution shall serve as an appointment to the position of Public Works Employee, Full-time; subject to a physical examination and background check and satisfactory review of the same pursuant to 4.30 of the Personnel Manual; and

WHEREAS, the Personnel Committee in its deliberations determined the best qualified, most desirable applicants for the position based on specification sets forth in the advertisement, the interviews and the resumes, and the Personnel Committee makes this recommendation to the Township Committee based on the three best candidates assessed by the Personnel Committee; and,

WHEREAS, funds will be made available in the 2019 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 Full-time Public Works Employee, Charles B. Metz, who resides at 285 Main Avenue, Matawan, New Jersey; 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 and commencement of employment by Charles B. Metz, subject to the procedures for processing successful applicants per the Personnel Manual.

BE IT FURTHER RESOLVED, that all benefits of the full-time employment status shall commence in accordance with the Personnel Manual based on the actual commencement of employment after the physical examination and background check, along with the stated salary of Forty-Eight Thousand Dollars (\$48,000.00) per year.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Jennings		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 October 22, 2019.

 Pamela Howard, RMC,CMR
 Municipal Clerk

 Edward P. Nolan
 Mayor

Township of Shrewsbury

Resolution #2019-99

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF SHREWSBURY
 AUTHORIZING THE SOLICITATION OF FAIR AND OPEN PROPOSALS FOR PROFESSIONAL
 SERVICES FOR THE 2020 CALENDAR YEAR FOR THE POSITIONS OF TOWNSHIP ENGINEER,
 TOWNSHIP ATTORNEY, AUDITOR AND TOWNSHIP BOND COUNSEL**

WHEREAS, the Township Committee of the Township of Shrewsbury seeks to obtain professional services for Township Attorney, Township Bond Counsel, Township Auditor and Township Engineer through the Fair and Open Process,

NOW THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey as follows:

1. That notices for the services of Township Attorney, Township Bond Counsel, Township Auditor and Township Engineer shall be published on the Township website commencing November 5, 2019,

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2. That the proposals conform to the application packets attached.
3. That the application packages be submitted no later than December 3, 2019 at 10 am, at Shrewsbury Town Hall, 1979 Crawford Avenue, Shrewsbury Township, NJ

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

ATTEST: I hereby certify the foregoing to be a true copy of a resolution adopted by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey at a meeting held on October 22, 2019

Pamela Howard, RMC
Municipal Clerk

Edward Nolan
Mayor

Township of Shrewsbury

Resolution #2019-100

A RESOLUTION AUTHORIZING PAYMENT OF BILLS

The Township Committee of the Township of Shrewsbury hereby authorizes payment of the Bills in the amount of **\$96,270.39.**

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Jennings			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 October 22, 2019.

Pamela Howard, RMC,CMR
Municipal Clerk

Edward P. Nolan
Mayor

NEW BUSINESS –NONE

OLD BUSINESS –NONE

PUBLIC PORTION –

Do I hear a motion to open the meeting to the public? Moved by Mayor Puhak seconded by Mr. Jennings.

Ayes – Mr. Jennings, Mr. Puhak and Mayor Nolan.

June Pomilla, 33 Belshaw Avenue stated it was discussed last year to have a summer recreation program.

Mr. Anthony stated he would talk with Mr. Brunson and make sure they had something for the

