



## REGULAR MEETING MINUTES

Shrewsbury Township  
1979 Crawford Street  
Shrewsbury Township, NJ 07724

Pamela Howard, RMC  
Municipal Clerk

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### Shrewsbury Township Committee

December 23, 2019

### REGULAR MEETING – 7:00 PM

### MINUTES

**CALL MEETING TO ORDER** by Deputy Mayor Puhak 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:** Deputy Mayor Puhak, Committeeman Jennings; Mayor Nolan Absent.

**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 – 12/10/2019

**Moved by Deputy Mayor Puhak, seconded by Mr. Jennings.**

**Ayes – Mr. Jennings, Mr. Puhak.**

#### **CORRESPONDENCE**

1. Key Activity Report – November 2019
2. NJOHSP Office of Homeland Security and Preparedness
3. Nami New Jersey Newsletter

**Do I hear a motion to accept the correspondence? Moved by Deputy Mayor Nolan, seconded by Mr. Jennings.**

**Ayes – Mr. Jennings, Mr. Puhak.**

#### **REPORTS:**

**FINANCE:** Mr. Anthony stated a letter of resignation was received from the Tax Collector effective January 1, 2020 and the Township will be advertising.

#### **HOUSING INSPECTOR/CODE ENFORCEMENT: NONE**

**RECREATION:** Katrina Thornton stated the Christmas Party was held on Saturday and donations were received from Vin Gopal. They currently have 132 gifts left. She logged them and some will be raffled out

during the year. Pictures are on the Township website. Everyone had a great time. The event was for two hours and approximately 25 kids were in attendance.

Richard Brunson, Recreation Director, stated SS Sports Performance and Step Above Basketball having been using the gym. He thanked World Construction for the backboard. There were a couple of twitches but it's been worked out. He stated they were in the process of planning a trip to Atlantic City. He's also starting a future stars program involving professionals and Wilentz will sponsor everything..

**MUNICIPAL ATTORNEY:** Mr. Anthony stated the Township would be advertising for a new Tax Collector, they will be approving a shared service agreement with Eatontown for fire services and Shrewsbury Boro will provide the service until then. He stated he was having a hard time getting someone for first aid and he was working on getting a private company.

**PUBLIC WORKS:** Submitted by Mr. Metz, read over by Mr. Puhak.

Report for December 23, 2019

Trash run has been done everyday

Building cleaning done everyday

Leaf pick has been completed

A ditch was dug along side the DPW Garage for the electric lines from pole to garage

Electric work Has been completed on the contractors end the state approved the work just now waiting for JCP&L to install meter

Handicap sign was installed on 43 Belshaw the spot needs to be painted when the weather warms

The emergency lights on the pickup were replaced they were not working county maintenance changed the light bulbs

Picked up 3 sign post from county road dept for sign installation

I bought water keys for the township since we did not have them now, we don't have to relay on ava homes maintance workers for their water keys in event a water main break happens

Took 17 yards of leaves to dump

Brandon Metz  
Public Works

**SAFETY AND NEIGHBORHOOD WATCH: NONE**

**ORDINANCES: NONE**

**RESOLUTIONS:**

TOWNSHIP OF SHREWSBURY  
RESOLUTION #2019-115  
ACCEPT THE RESIGNATION OF KELLY MONTECINOS  
AS TAX COLLECTOR

**WHEREAS,** Kelly Montecinos, has held the position of Tax Collector in Shrewsbury Township; and

**WHEREAS,** on December 19, 2019, Ms. Montecinos submitted her letter of resignation effective January 1, 2020.

**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 Kelly Montecinos, Tax Collector of Shrewsbury Township effective January 1, 2020.

**REGULAR MEETING MINUTES**

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

TOWNSHIP OF SHREWSBURY

RESOLUTION #2019-116

AUTHORIZE SHARED SERVICE AGREEMENT BETWEEN THE BOROUGH OF EATONTOWN AND THE TOWNSHIP OF SHREWSBURY FOR EMERGENT FIRE PROTECTION SERVICES

**WHEREAS**, the Uniform Shares Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. authorizes municipalities to contract with each other for shared services; and

**WHEREAS**, the Borough of Eatontown and the Township of Shrewsbury wish to enter into a shared service agreement for Emergent Fire Protection services for the year 2020; and

**WHEREAS**, the Borough of Eatontown (“Borough”) wishes to provide shared services with the Township of Shrewsbury (“Township”) for the provision of Emergent Fire Protection Services, for an annual fee of \$10,000.00 beginning January 1, 2010 and terminating December 31, 2020; and

**WHEREAS**, the Chief Financial Officer hereby certifies the availability of funds in the amount of \$10,000.00.

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey, that the Mayor is hereby authorized to enter into a shared service agreement, prepared by the Township Attorney with the Borough of Eatontown for Emergent Fire Protection Services for the benefit of Shrewsbury Township commencing January 1, 2020 and ending December 31, 2020 for an annual fee of \$10,000.00.

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

Township of Shrewsbury

Resolution #2019-117

Cancel Unexpended 2019 Appropriations to Surplus

**WHEREAS**, The following Shrewsbury Township Current Fund budget appropriation balances remain unexpended:

Account Number	Account Title	Amount to Be Canceled
9-01-31-430-001	Electric Mun Bldg O/E	\$ 5,000.00
9-01-31-435-020	Street Lighting O/E	\$ 5,000.00
<b>Total</b>		<b>\$10,000.00</b>

**WHEREAS**, it is necessary to formally cancel said balances so that the unexpended balances may be credited to Surplus,

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Shrewsbury, in the County of Monmouth, State of New Jersey, that the above unexpended balances of the Current Fund be cancelled to Surplus.

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

Township of Shrewsbury

Resolution #2019-118

**A RESOLUTION AUTHORIZING PAYMENT OF BILLS**

The Township Committee of the Township of Shrewsbury hereby authorizes payment of the Bills in the amount of **\$ 30,154.18.**

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

TOWNSHIP OF SHREWSUBRY

RESOLUTION #2019-119

**RESOLUTION FOR CLOSED SESSION UNDER THE OPEN PUBLIC MEETINGS ACT**

**WHEREAS**, the Open Public Meetings Act permits the Township Committee of the Township of Shrewsbury to exclude the public when certain matters are to be discussed.

**NOW, THEREFORE BE IT RESOLVED**, that in accordance with the provisions of the Open Public Meetings Act, the Mayor and Township Committee of the Township of Shrewsbury shall have a closed session for purposes of discussing employee annual benefits.

**BE IT FURTHER RESOLVED**, that matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer, shall be discussed.

1. More particularly, such matters shall be discussed concerning personnel matters – Unused annual benefits.

**BE IT FURTHER RESOLVED**, that the public shall be informed of the results of the closed session at the continuation of the present public meeting, or at the next public meeting of the Mayor and Township Committee, or as soon thereafter as possible.

**A motion was offered by Committeeman Jennings, moved and seconded by Deputy Mayor Puhak to carry the executive session until the first regular meeting in January. All were in favor.**

## REGULAR MEETING MINUTES

### **PUBLIC PORTION:**

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

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

Richard Osis, 113 Belshaw wished everyone a Happy Holidays. He questioned whether the Township's Engineer has spoken to their engineer regarding their project to make sure that everything has been closed out.

Mr. Anthony requested he send an email to him about it.

Mr. Osis stated he would have Ruth send it to him. He also stated that Brandon was doing a good job. The streets are cleaned and he's satisfied with him. He also discussed the elevated increase in his water bill. He also questioned whether the Township received the repair bills for the water break.

Mr. Anthony stated Mayor Nolan probably knows about it. He stated it was on the bill list tonight for \$12,700 to North American Pipeline for November 27<sup>th</sup>.

Mr. Osis stated the deranged individual was taken away from Shroprite two days later. He also stated trees will be taken down for \$3400.

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

**Ayes – Mr. Jennings, Mr. Puhak.**

**DATE OF NEXT MEETING: Regular Meeting January 1, 2020 at 2:00 PM.**

### **ADJOURNMENT**

**– Do I hear a motion to adjourn the meeting? Moved by Mr. Puhak, seconded by Mr. Jennings.**

**Ayes – Mr. Jennings, Mr. Puhak.**

January 14, 2020  
Respectfully submitted,

Pamela Howard, RMC,CMR  
Municipal Clerk