

REGULAR MEETING MINUTES



**Shrewsbury Township
1979 Crawford Street
Shrewsbury Township, NJ 07724**

**Pamela D. Howard
Municipal Clerk**

**Phone (732) 542-0572
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**Shrewsbury Township Committee
April 23, 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: Deputy Mayor Puhak, Committeeman Jennings, 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 – 4/09/2019

Moved by Mayor Nolan, seconded by Mr. Puhak.

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

CORRESPONDENCE

1. NJDEP – Weekly Round Up
2. County Clerk Newsletter

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

REPORTS:

FINANCE: NONE

RECREATION REPORT: Katrina Thornton reported that the Recreation Department received three quotes for the back boards.

Mr. Seaman stated CDBG funds could be used to purchase the backboards.

Ms. Thornton stated the Easter Egg Hunt went well. She reported on the needs of the Recreation Department as far as obtaining items for the Mother's Day event. She stated she would provide the Mayor with the total.

Mr. Seaman stated there was money in Celebration of Public Events.

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MUNICIPAL ATTORNEY REPORT: Mr. Anthony stated at the last meeting he reported that they settled with Coolidge and the settlement was filed and the Township should see an increase in 2019-2021 but he was not sure just how soon they would see it.

Mr. Seaman stated there would be a back charge for 2018, and 2019 would be adjusted in 2019's evaluation.

Mr. Anthony stated he prepared an amended to the personnel code that identifies titles of employees. It would identify bot past and present. He stated he would look into a Deputy Clerk's position.

HOUSING INSPECTOR/CODE ENFORCEMENT: Mr. Anthony stated he's been trying to Tom Welsh in reference to parking and enforcement for clarification.

PUBLIC WORKS: Submitted by Mr. Foster, read over by Mr. Puhak

DPW REPORT 4/23/19

1 Island lights are installed

2 Island mulch is done

3 Got our new lawnmower

4 Cleaned all drains after storm 4/15

5 Installed handicap sign across from building number one on Crawford

6 Cleaned gutters out in town hall

7 Started mowing in town

8 One island tree is dead from bores

9 Put down 20 yards of playground mulch

Mayor remind everyone May 18 and 19 -10/2 bulk weekend thanks

Jeffrey Foster CPWM
Shrewsbury Twp Supervisor Public Works

SAFETY & NEIGHBORHOOD WATCH: NONE

ORDINANCE FOR ADOPTION:

ORDINANCE 2019-02

ORDINANCE PROVIDING FOR LOCAL ENFORCEMENT OF THE NEW JERSEY UNIFORM FIRE CODE

WHEREAS, the Uniform Fire Safety Act, (P.L. 1983, c.383) was enacted for the purpose of establishing a system for the enforcement of minimum fire safety standards throughout the State of New Jersey ; and

WHEREAS, the New Jersey Department of Community Affairs has promulgated minimum fire safety standards which have been made part of the Uniform Fire Code N.J.A.C. 5:70.1 et seq.); and

WHEREAS, the Uniform Fire Safety Act authorizes municipalities to provide for local enforcement of these standards and to establish local enforcement agencies for that purpose; and

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WHEREAS, it is in the best interest of the citizens of the Township of Shrewsbury to have the Uniform Fire Code enforced locally; and

WHEREAS, the local fire service as agreed to the plan, which is set forth herein, for the administration and enforcement of the Uniform Fire Code.

NOW THEREFORE BE IT ORDAINED, by the Mayor and Township Committee of the Township of Shrewsbury as follows:

Section 1. Local Enforcement.

Pursuant to Section 11 of the Uniform Fire Safety Act (P.L. 1983 c. 383), the New Jersey Uniform Fire Code (N.J.A.C. 5:70-1 et seq.) shall be locally enforced in the Township of Shrewsbury of Monmouth County.

Section 2. Agency Designation.

The local enforcing agency shall be the Fire Subcode Official or Fire Department which is subject to a Shared Service Agreement through its Bureau of Fire Prevention, which is hereby created therein. The Bureau of Fire Prevention shall hereinafter be known as the Local Enforcing Agency.

Section 3. Duties.

(A) The local enforcing agency shall enforce the Uniform Fire Code in all buildings, structures and premises with the established boundaries of the Township of Shrewsbury other than one and two unit owner-occupied dwellings used exclusively for dwelling purposes and buildings, structures and premises owned or operated by Federal Government, Interstate Agencies or the State.

(B) The Local Enforcing Agency shall faithfully comply with all the pertinent requirements of the Uniform Fire Safety Act and the Uniform Fire Code.

Section 4. Organization.

(A) The Bureau of Fire Prevention established by Section 2 of this Ordinance shall be under the direct supervision and control of a fire official who shall report to the Chief of the Fire Department or Township Clerk.

(B) The Bureau of Fire Prevention shall have at least one paid inspector.

Section 5. Appointment, Qualifications, Term of Office, Removal.

(A) Appointment and Qualifications of the Fire Official or Shared Service Agreement with municipality making such appointment.

(B) Appointment and Qualifications of Inspectors and other employees.

Inspectors and other employees of the enforcing agency shall be appointed by the governing body upon recommendation of the Fire Official. All Life Hazard Use Inspectors shall be certified by the state. This is subject to compliance through Shared Service Agreement as to subparagraphs (C) – (E) below.

(C) Appointment of Legal Counsel.

The governing body shall serve for a term of a minimum of one Year. Any vacancy shall be filled for the unexpired term.

(D) Term of Office.

The Fire Official shall serve for a term of a minimum of one year. Any vacancy shall be filled for the unexpired term.

(E) Removal from Office.

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The Fire Official and other employees of the agency shall be subject to removal by the governing body for just cause. Before removal from office, all persons shall be afforded an opportunity to be heard by the governing body or a hearing officer designated by the same.

Section 6. Life Hazard Uses.

The Bureau of Fire Prevention established by Section 2 of this Ordinance shall carry out the periodic inspections of life hazard uses required by the Uniform Fire Code on behalf of the Commissioner of the New Jersey Department of Community Affairs.

Section 7. Non Life Hazard Uses.

(A) In addition to the registrations required by the Uniform Fire Code, the following non life hazard uses shall register with the Bureau of Fire Prevention. These uses shall be inspected once per year (*or once every two, three, four or five years*) and pay an annual fee. The fee schedule amount for each non life hazard use may be amended to fit the needs of the local enforcing agency. The fee is not to be used for life hazard uses as defined in the Uniform Fire Code.

A Assembly

A-1	Eating establishment under 50 (no alcohol)	\$25
A-2	Take-out food service 9 (no seating)	\$25
A-3	House of Worship	\$25

B Business/Professional

B-1	Professional use 1&2 story less than 5,000 sq. ft. per floor	\$25
B-2	1&2 story more than 5,000 sq. ft. less than 10,000 sq. ft. per floor	\$50
B-3	1&2 story more than 10,000 sq. ft.	\$75
B-4	3 to 5 story less than 5,000 sq. ft. per floor	\$100
B-5	3 to 5 story more than 5,000 sq. ft. less than 10,000 sq. ft. per floor	\$150
B-6	3 to 5 story over 10,000 sq. ft. per floor	\$200

C Retail (mercantile)

M-1	1&2 story less than 5,000 sq. ft. per floor	\$125
M-2	1&2 story more than 5,000 sq. ft. less than 10,000	\$150

M with the exception of hardware store 3,000 sq. ft., retail store Over 12,000 sq. ft. are life hazard uses.

D Manufacturing (factory)

F-1	1&2 story less than 5,000 sq. ft. per floor	\$75
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F exception life hazard uses.

S Storage S-1 (moderate hazard S-1, low hazard S-2)

S-1	1&2 story less than 5,000 sq. ft. per floor	\$50
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F Residential (LEA listed with multi family BHI)

Fee is for each building

R-1	1 to 6 units	\$25
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R-2	7 to 12 units	\$50
R-3	13 to 20 units	\$75
R-4	21-50 units	\$100
R05	for each additional unit	\$25

R Common areas (each building)

R-1	1&2 story less than 5,000 sq. ft. per floor	\$50
R-2	1&2 story more than 5,000 sq. ft. less than 10,000 sq. ft. per floor	\$75
R-3	1&2 story more than 10,000 sq. ft. per floor	\$100
R-4	3 to 5 story less than 5,000 sq. ft. per floor	\$125
R-5	3 to 5 story more than 5,000 sq. ft. less than 10,000 sq. ft.	\$150
R-6	3 to 5 story over 10,000 sq. ft.	\$200

Common areas (LEA not listed with BHD) (each building)

R-1	1&2 story less than 5,000 sq. ft. per floor	\$50
R-2	1&2 story more than 5,000 sq. ft. less than 10,000 sq. ft. per floor	\$75
R-3	1&2 story more than 10,000 sq. ft. per floor	\$100
R-4	3 to 5 story less than 5,000 sq. ft. per floor	\$125
R-5	3 to 5 story more than 5,000 sq. ft. less than 10,000 sq. ft.	\$150
R-6	3 to 5 story over 10,000 sq. ft.	\$200

(B) R-A uses shall be inspected and charged a fee only upon sale or change of tenant.

(C) Uses not classified above that are subject to the Uniform Fire Code will be classified as business uses.

(D) Uses required to register with the State as live hazard uses shall not be required to register under this section.

(E) In the discretion of the Fire Official, vacant buildings will be charged.

(F) All residential uses except R-A uses shall be inspected in the common areas only.

Section 8. Permits and Certificate of Fire Code Status

(A) The application fees for the permits listed in N.J.A.C. 5:70-2.7(b) shall be as provided by State regulation and are currently as follows:

Type 1	\$42
Type 2	\$166
Type 3	\$331
Type 4	\$497

(B) The cost for the issuance of a Certificate of Fire Code Status shall be: \$35

Section 9. Technical Amendments.

“Reserved”

Section 10. Board of Appeals.

Pursuant to Sections 17 and 17 of the Uniform Fire Safety Act, any person aggrieved by any action of the local enforcing agency shall have the right to appeal to the County Construction Board of Appeals

Section 11. Enforcement, Violations and Penalties.

Enforcement, violations and penalties shall be managed in conformity with the Uniform Fire Safety Act, the Uniform Fire Code and all other laws of the State of New Jersey.

Section 12. Repeals.

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The following ordinances or portions thereof are hereby repealed:
None

BE IT FURTHER ORDAINED, that all Ordinances or parts of Ordinances which are inconsistent herewith are repealed, but only to the extent of such inconsistency.

BE IT FURTHER ORDAINED, that the amended Ordinance shall become effective immediately upon its final passage and publication as required by law.

GLENWOOD PUHAK, Deputy Mayor introduced the aforesaid Ordinance and Mayor EDWARD NOLAN seconded said Ordinance for introduction.

ROLL CALL

Affirmative: JENNINGS, PUHAK, AND NOLAN.

Negative: NONE

Abstain: NONE

Absent: NONE

GLENWOOD PUHAK, Deputy Mayor, moved the aforesaid Ordinance for second reading for Public Hearing and upon closure of said Public Hearing moved for its final reading and adopted, seconded by LESTER JENNINGS, Township Committeeman

ROLL CALL

Affirmative: JENNINGS, PUHAK, AND NOLAN.

Negative: NONE

Abstain: NONE

Absent: NONE

DATE INTRODUCED: April 9, 2019

DATE ADOPTED: April 23, 2019

EDWARD NOLAN, Mayor

ATTEST:

PAMELA D. HOWARD, RMC
Municipal Clerk

PUBLIC PORTION:

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

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

No public comment.

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

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

RESOLUTIONS:

**Township of Shrewsbury
Resolution #2019-52
Introduction of the 2019 Budget of the Township of Shrewsbury**

BE IT RESOLVED, that the following statement of revenues and appropriations shall constitute the Municipal Budget of Shrewsbury Township for the calendar year budget of 2019:

General Appropriations:	
Appropriations for Municipal Purposes Within “Caps”	\$ 568,456.00
Appropriations for Municipal Purposes Excluded From “Caps”	\$ 437,785.66
Reserve for Uncollected Taxes	\$ 16,969.19
Total General Appropriations:	\$ 1,023,210.85
Less: Anticipated Revenues Other Than Local Property Tax	\$ 206,894.71
Difference: Amount to Be Raised for Taxation for	\$ 816,316.14

Support of the Municipal Budget as follows:
Local Tax for Municipal Purposes Including
the Reserve for Uncollected Taxes:

Total General Revenues: \$ 1,023,210.85

BE IT ALSO RESOLVED, that said 2018 Budget shall be published in the May 2, 2019 edition of the Two River Times, and

BE IT FURTHER RESOLVED, that the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey does hereby approve the Introduced 2019 Municipal Budget for the Township of Shrewsbury for the year 2019, and

BE IT FINALLY RESOLVED, that a hearing on the 2019 Township of Shrewsbury Municipal Budget and Tax Resolution will be held at the Shrewsbury Township Municipal Hall, 1979 Crawford Street on May 28, 2019 at 7 p.m.at which time and place objection to said 2019 Township of Shrewsbury Municipal Budget and Tax Resolution may be presented by taxpayers and other interested person.

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 April 23, 2019.

Pamela Howard, RMC,CMR
Municipal Clerk

Edward Nolan
Mayor

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**Township of Shrewsbury
Resolution #2019-53**

RESOLUTION AUTHORIZING TWO RIVER TIMES AS AN ADDITIONAL OFFICIAL NEWSPAPER FOR TOWNSHIP PUBLICATIONS

WHEREAS, on January 1, 2019, Shrewsbury Township named the Asbury Park Press and the Star Ledger as the official newspapers for legal publications and advertising for Shrewsbury Township; and

WHEREAS, the Township Committee has concluded that there is a need for an additional local newspaper for various publications, and that the Two River Times is the most local newspaper of circulation for Shrewsbury Township.

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 governing body hereby appoints the Two River Times of Red Bank, with its offices located at 75 West Front Street, Red Bank, New Jersey, as an additional official newspaper for publications and advertising for the Township of Shrewsbury.

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 April 23, 2019.

Pamela Howard, RMC,CMR
Municipal Clerk

Edward Nolan

**Township of Shrewsbury
Resolution #2019-54**

**AWARD CONTRACT TO QUALITY ELECTRIC CONSTRUCTION CO.
FOR CRAWFORD ELECTRIC PROJECT**

WHEREAS, in order to replace the electric system along Crawford Street, JCPL is requiring the removal of the existing system with the exception of the two replaced utility poles; and,

WHEREAS, with the assistance of the Director of Public Works three quotes were obtained; and,

WHEREAS, the Township Engineer has reviewed submitted quotes and has determined that Quality Electric Construction Co. has submitted the low quote; and,

WHEREAS, funds for this purpose will be provided in Capital Ordinance - C-04-55-215-001, Crawford Electric Project and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Shrewsbury hereby authorizes Quality Electric Construction Co to perform the services as stated herein at an amount not to exceed 23,178.00; and

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Chief Financial Officer and Township Engineer.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Jennings	X		X			
Puhak			X			
Nolan		X	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 April 23, 2019.

Pamela Howard, RMC,CMR
Municipal Clerk

Edward Nolan

**Township of Shrewsbury
Resolution #2019-55
Payment of Bills**

The Township Committee of the Township of Shrewsbury hereby authorizes payment of the Bills in the amount of \$ 109,931.34 .

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 Regular Meeting held on April 23, 2019.

Pamela Howard, RMC,CMR
Municipal Clerk

Edward P. Nolan
Mayor

NEW BUSINESS:

Mr. Puhak stated he would like for the Township to have direct deposit.
Mr. Anthony stated they could look into it and he would talk to Tom Seaman about it.

OLD BUSINESS: NONE

PUBLIC PORTION: NONE

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

No public comment

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

