



REGULAR MEETING MINUTES

Shrewsbury Township
1979 Crawford Street
Shrewsbury Township, NJ 07724

Teri Giercyk, RMC
Municipal Clerk

Phone (732) 542-0572
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Shrewsbury Township Committee

April 24th 2018

REGULAR MEETING – 7:00 PM

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, 2018, in addition to posting on the bulletin board in the Municipal Building on January 2, 2018 by the Municipal Clerk.

ROLL CALL:

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

TOWNSHIP OFFICIALS PRESENT: Township Attorney Gene Anthony, and Municipal Clerk Teri Giercyk.

MEMBERS OF THE PUBLIC WERE IN ATTENDANCE

SALUTE TO THE FLAG

APPROVAL OF MINUTES:

Budget Meeting Minutes – 4/9/2018

Moved by Mayor Nolan, seconded by Mr. Puhak.

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

Regular Meeting Minutes – 4/10/2018

Moved by Mayor Nolan, seconded by Mr. Puhak.

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

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CORRESPONDENCE

1. **NJ DEP** - 2017 Municipal Recycling Tonnage Grant due April 30, 2018
2. **Monmouth County Board of Health** – Key Activity Report for March 2018
3. **The Board of Chosen Freeholders of the County of Monmouth** – Certified Resolution requesting support from the New Jersey Board of Public Utilities regarding Judge Gail Cookson’s decision on the JCP&L Reliability Project
4. **The Board of Chosen Freeholders of the County of Monmouth** – Certified Resolution requesting support from New Jersey transit regarding Judge Gail Cookson’s decision on the JCP&L Reliability Project
5. **New Jersey Natural Gas** – Notice of Public Hearing 5/14/2018

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

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

REPORTS:

FINANCE:

Submitted by Mrs. Sue Veitengruber CFO – Read over by Mr. Anthony.

The state recycling report was filed.

The Township has been turned down for the DOT Trust Fund grant for FY 2018 in record time. NJDOT be advised the Township to apply AGAIN in FY 2019.

The 2018 Salary Ordinance is on the agenda for introduction. The ranges are in accordance with what was discussed at the Budget Workshop meeting, and what was introduced in the budget resolution.

All 2018 Budget documents were filed with the Division of Local Government Services. The hearing on the budget is scheduled for May 8, 2018 at 7 p.m.

The liquor license fee ordinance hearing reflects the agreed upon increase discussed at the Budget Workshop meeting.

I confirmed all 2020 Census Address Data this week. We have received numerous communications over the past 2 years from the Census Bureau. However, this was the most important, and largest. Every block and lot and address needed to be confirmed.

I want to remind you that the Elected Officials Academy is schedule for June 2, 2018 at the Rutgers’ Center for Government Services office, 303 George Street, Suite 604 (6th Floor) New Brunswick, from 9 a.m. to 4 p.m. This is an excellent program, and there is money in the budget should any, or all of the governing body wish to attend. However, registration fills up quickly. If you would like to attend, please let me know right away. It takes about 30 minutes on Route 18 to get to the New Street exit in New Brunswick. The building is 1 ½ blocks off of Route 18. Parking is adjacent to building.

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PUBLIC WORKS REPORT: Submitted by Mr. Foster. Read over by Mr. Anthony.

DPW REPORT 4/24/18

1. Cleaned up after storm
2. Starting to cut grass
3. Prepping all lawn equipment for start up
4. Sending spreader to county for repair est
5. Put down 20 yards of Play ground mulch

Jeffrey Foster CPWM
Shrewsbury twp. supervisor public works

ORDINANCES FOR INTRODUCTION

Township of Shrewsbury
Ordinance #2018-04

REVISED SALARY ORDINANCE TOWNSHIP OF SHREWSBURY

AN ORDINANCE TO AMEND AN ORDINANCE 2017-06 ENTITLED "AN ORDINANCE FIXING SALARY AND COMPENSATION OF CERTAIN OFFICES, POSITIONS AND EMPLOYEES IN THE TOWNSHIP OF SHREWSBURY, COUNTY OF MONMOUTH, NEW JERSEY FOR THE YEAR 2017" AND THEREAFTER KNOWN BY ITS SHORT NAME AS 'SHREWSBURY TOWNSHIP SALARY ORDINANCE'

BE IT ORDAINED, by the Township Committee of the Township of Shrewsbury in the County of Monmouth and State of New Jersey:

SECTION 1. The offices and positions under the Municipal Government of the Township of Shrewsbury shall be compensated at the amount fixed in this Ordinance.

SECTION 2. The Township Chief Financial Officer is hereby authorized to transfer such sums of money from the Municipal Current Account and other such accounts that may cover periodic payrolls in the amounts fixed by this Ordinance.

SECTION 3. Effective January 1, 2018 all employees, eligible for health insurance shall make a contribution of salary towards health benefits based on the annual premium for all health care and prescription premiums as set forth in the schedule promulgated by the NJ Division of Pensions and Benefits herein attached and as revised from time to time. The minimum contribution shall be equal to 1.5% of the employee's salary.

SECTION 4. The following listed positions are assigned to the following titles with annual salary ranges, providing for minimum and maximum salaries, contingent on merit, the availability of funds, and other provisions of this Ordinance. The Township Committee shall pass an annual resolution indicating the specific salary of each employee.

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SECTION 5. The following positions shall be compensated in the year 2018 as follows:

TITLE	MINIMUM RANGE	MAXIMUM RANGE
Salaried Employees – Annual Compensation		
Mayor	\$ 2,750.56	\$ 3,097.79
Township Committeeperson	\$ 2,265.17	\$ 2,550.95
Township Clerk/Registrar (Full-Time)	\$ 31,761.60	\$ 46,585.83
Deputy Registrar	\$ 150.40	\$ 200.00
Township Assessor	\$ 7,500.00	\$ 8,700.00
Tax Collector	\$ 1,600.00	\$ 3,500.00
Chief Financial Officer/Treasurer	\$ 7,500.00	\$ 15,000.00
Code Enforcement Officer	\$ 2,400.00	\$ 3,250.00
Housing Inspector	\$ 2,500.00	\$ 6,250.00
Administrative Assistant/Bookkeeper	\$ 26,208.00	\$ 39,596.50
Township Administrator/Grant Facilitator	\$ 12,000.00	\$ 25,000.00
Recreation Director	\$ 600.00	\$ 3,500.00
Deputy OEM Coordinator	\$ 1,000.00	\$ 1,000.00
Fire Official	\$ 500.00	\$ 750.00

Hourly Employees – Per Hour Compensation

Time worked in excess of the 40 hours per week shall be paid at time and one-half the employee's hourly rate for the following positions;

Township Clerk part-time	\$ 20.00/hour	\$ 30.00/hour
Bookkeeper (Part-time permanent)	\$ 13.00	\$ 16.24
Temporary or Seasonal Clerical	\$ 10.00	\$ 13.50
Public Works Part Time	\$ 12.00	\$ 14.00
Public Works Supervisor	\$ 20.74	\$ 22.92
Recreation Program Counselor	\$ 9.00	\$ 13.00
Coordinator of Celebration of Public Events	\$ 13.00	\$ 13.00

SECTION 6. All salary or compensation provided for by this Ordinance shall be effective from January 1, 2018 unless otherwise stipulated by the Township Committee.

SECTION 7. All Ordinances or parts of Ordinances adopted prior to this date, inconsistent with the provisions of this Ordinance are hereby repealed.

SECTION 8. Should any sentence, clause or other portion of this Ordinance be declared invalid by any court of law, the remaining provisions thereof shall be unaffected.

SECTION 9. This Ordinance shall take effect after its passage and publication according to law.

EDWARD P. NOLAN, Township Committeemember introduced the aforesaid ordinance, seconded by GLENWOOD J. PUHAK, Township Committeemember.

ROLL CALL

Ayes: JENNINGS, PUHAK, AND NOLAN.

Nays: NONE

Abstain: NONE

Absent: NONE

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_____, Township Committeemember introduced the aforesaid ordinance, seconded by _____, Township Committeemember.

ROLL CALL

Ayes:
Nays:
Abstain:
Absent:

Date Introduced: April 24, 2018
Date Adopted:

NOTICE

This ordinance published herewith was introduced and passed on first reading by the Township Council of the Township of Shrewsbury on April 24, 2018 and will be further considered for final passage and adoption at the Township Municipal Building on 1979 Crawford Street, Shrewsbury Township, New Jersey on May 8, 2018 at 7 p.m. or as soon thereafter as the matter can be reached on the agenda, at which time and place all persons interested therein shall be given an opportunity to be heard and during the week prior thereto, and up to an including the date of such meeting, copies of said Ordinances will be available at the Clerk's Office in the Township of Shrewsbury Municipal Building to the members of the general public who shall request for same.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

This is to certify that the foregoing Ordinance was adopted by the Township Committee at a regular meeting of the Township of Shrewsbury Township held May 8, 2018.

Teri Giercyk, RMC
Municipal Clerk

ORDINANCES FOR ADOPTION

**Township of Shrewsbury
Ordinance #2018-02**

AN ORDINANCE TO AMEND THE 2017 ORDINANCE OF THE TOWNSHIP OF SHREWSBURY, COUNTY OF MONMOUTH, STATE OF NEW JERSEY ENTITLED "AN ORDINANCE AMENDING FEES OF PLENARY RETAIL DISTRIBUTION LICENSE FEES "TO CHANGE THE AMOUNT FOR THE ANNUAL RENEWAL OF PLENARY RETAIL DISTRIBUTION LICENSE

WHEREAS, in accordance to N.J.S.A. 33:1-12, the following increase reflects a 10% increase of the 20% statutory limit allowed by a licensing agent for annual liquor license fees not to exceed \$2,500 for a Class D Plenary Retail Distribution License,

WHEREAS, the last increase in the fee for a Class D Plenary Retail Distribution License in Shrewsbury Township was enacted in 2017, AN ORDINANCE AMENDING FEES OF PLENARY RETAIL DISTRIBUTION LICENSE FEES IN SHREWSBURY TOWNSHIP is hereby amended and supplemented as follows

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Section I: The annual fee for a Class D Plenary Retail Distribution License is hereby amended to change the fees for a Class D Plenary Retail Distribution from \$792.00 to \$872.00. The fee specified shall take effect upon the effective date of this ordinance and shall apply to all applications for a Plenary Retail Distribution License until the same shall be changed as provided by N.J.S.A. 33:1-12.

Section II: All ordinances and provisions of the Ordinances of the Township of Shrewsbury thereof inconsistent with the provisions of this ordinance shall be and are hereby repealed to the extent of such inconsistency. If any section, subsection, part, clause or phrase of this ordinance shall be declared invalid by judgment of any court of competent jurisdiction, such shall be deemed severable from the remainder of the ordinance section, subsection, part, clause or phrase shall be deemed severable from the remainder of this ordinance, and

Section III: This ordinance shall take effect immediately after final passage and publication as required by law.

EDWARD P. NOLAN, Township Committeemember introduced the aforesaid ordinance, seconded by GLENWOOD J. PUHAK, Township Committeemember.

ROLL CALL

Ayes: JENNINGS, PUHAK, AND NOLAN.

Nays: NONE

Abstain: NONE

Absent: NONE

EDWARD P. NOLAN, Township Committeemember introduced the aforesaid ordinance on second reading for the public hearing and upon closure of said public hearing, moved its adoption, seconded by GLENWOOD J. PUHAK, Township Committeemember.

ROLL CALL

Ayes: JENNINGS, PUHAK, AND NOLAN.

Nays: NONE

Abstain: NONE

Absent: NONE

Date Introduced: April 10, 2018

Date of Adoption: April 24, 2018

Edward P. Nolan

Mayor

Attest:

Teri Giercyk, 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

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

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

RESOLUTIONS:

Township of Shrewsbury
Resolution #2018-57
Amend Temporary Budget

WHEREAS, an emergent condition has arisen in that the Township is expected to enter in contracts, commitments or payments prior to the 2018 budget is adopted, and no adequate provision has been made in the 2018 temporary budget for the aforesaid purposes, and

WHEREAS, N.J.S. 40A:4-20 provides for the creation of an emergency temporary appropriation for said purpose, and

WHEREAS, the total emergency temporary appropriation resolutions adopted in the year 2018 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) including this resolution total \$153,438.97,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Shrewsbury, in the County of Jersey, State of New Jersey, (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20:

1. Emergency temporary appropriations be and the same are hereby made in the amount of \$13,750.00 as follows:

Mayor & Committee S/W	\$ 1,000.00
Code Enforcement S/W	\$ 1,000.00
Finance Administration S/W	\$ 2,000.00
Housing S/W	\$ 1,000.00
Assessment S&W	\$ 750.00
Recycling O/E	\$ 1,000.00
Public Bldgs. & Grounds O/E	\$ 2,000.00
<u>Legal O/E</u>	<u>\$ 4,000.00</u>

TOTAL \$27,250.00

2. Said emergency temporary appropriations will be provided for in the 2018 budget.

3. That one certified copy of this resolution be filed with the Director, Division of Local Government Services.

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

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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 24, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolution #2018-58
Payment of Bills

The Township Committee of the Township of Shrewsbury hereby authorizes payment of the Bills in the amount of **\$78,415.41.**

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 24, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

OLD BUSINESS – File FDS by 4/30/2018

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.

Evelyn Mesara 496 Crawford Street: Inquired about NJSP substation plans at Townhall.

No further public comment.

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

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

DATE OF NEXT MEETING: Regular Meeting May 8, 2018 at 7:00 PM.

ADJOURNMENT

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

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

May 8, 2018

Respectfully submitted,

Teri Giercyk, RMC
Municipal Clerk

Approved: _____
Teri Giercyk, RMC

Date