



Shrewsbury Township
1979 Crawford Street
Shrewsbury Township, NJ 07724

Pamela Howard, RMC
Municipal Clerk

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Shrewsbury Township Committee

May 12, 2020

REGULAR MEETING – 4:00 PM

MINUTES

CALL MEETING TO ORDER by Deputy Mayor Glenwood Puhak at 4:00 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 the Two River Times on April 2, 2020, 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: Deputy Mayor Glenwood, Committeeman Lester Jennings. Absent: Mayor Edward 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 – 4/14/2020 and 5/5/2020

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

Ayes – Mr. Puhak, Mr. Jennings

CORRESPONDENCE – NONE

PUBLIC HEARING-2020 MUNICIPAL BUDGET

Thomas X. Seaman , Chief Financial Office gave a presentation on the 2020 municipal budget

Public Comments - None

REPORTS:

FINANCE: NONE

HOUSING INSPECTOR/CODE ENFORCEMENT: NONE

RECREATION: Richard Brunson stated it was not much to report other than he's been in contact with clients who are anxious to get back in the gym.

MUNICIPAL ATTORNEY: NONE

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

Public Works Report for May 12, 2020:

Building cleaning done every day

Recycling Bins checked every day

Cherry trees were picked up on May 12 it took 2 trips to pick them up

Cherry trees planted on the island and staked

Flowers were planted on the island

Basketball poles were repainted

Metal dumpster was exchanged

3 yards of brush was taken to Mazza for recycling

Help resident at 12 Barker remove a tree

Crushed AVMA dumpster (brush) down for them

Replace flag pole rope in entrance way into the Township

Pick up truck went for service at County Vehicle Maintenance

Grass was cut in the Park, Island, Townhall and along Shrewsbury Ave once a week so far 4 times this year

Metal was picked up at 76 Crawford, 125 Belshaw, 15 Crawford.

Wire complainant at 97 Benschaw I notified AVMA the wire came loose from the house

Picked up Bulk Trash for resident at 119 Benschaw

Picked up TV at 125 Benschaw

Water samples were taken at AVMA office per Bill White

Fire hydrants are all painted and numbered

All the sticks were picked up in the park at least once a week before grass cutting

Stormwater inspection sheet for Crawford was completed and sent to Bill White

Stormwater training was completed for the year 2020

Stormwater labeling is almost complete needed to order 20 more labels

2 Weed Wacker's were taken to Lawes for repairs to waiting to get back

Fire hydrant are going to be flushed on May 11 from 9 pm to finish

Upcoming public works projects:

The patio at townhall will be power washed by Memorial Day

Working on 3 prices on removal of 7 locust trees at DPW yard one had snapped during wind/thunderstorm we had and 3 should be removed because they are in the fall zone of 266-268 Crawford st and the other trees should be removed as per tree contractor.

The swing set area in the park will be dug out and we will be putting in the proper playground mulch to come in compliance with playground safety

Bulk pickup/ drop off will be the weekend on June 13 and 14 8 am to 3 pm and June 20 and 21 8 am to 3pm as long as the stay at home order is lifted. I'm going to have to 2 weekends because during the fall there was no bulk pick up. I have enough money in the budget for dumpsters and dump weight and salaries to have 2 weekends. This cost will be taken out of the tonnage grant. We will be taking all recyclables along with bulk.

The county will be taking the backhoe for service once the Health emergency is over is over due for oil change and filters.

Oswald will be cleaning the storm drains and some sections of pipe in the township the week on May 25 this over due and is required as part of the NJDEP stormwater Tier 1 requirement

We will be finished by the end of June repainting the yellow curb areas on Belshaw and Barker

Ill be attending the May 12 committee meeting if anyone has question or you can email with questions or any concerns

Brandon Metz

Public Works

SAFETY AND NEIGHBORHOOD WATCH:

Deputy Mayor Puhak stated someone broke into his neighbors car and stole medical equipment and his camera was given to the State Police

ORDINANCES: NONE

RESOLUTIONS:

Township of Shrewsbury

Resolution #2020-68

RESOLUTION OF THE TOWNSHIP OF SHREWSBURY COUNTY OF MONMOUTH, STATE OF NEW JERSEY TO AMEND APPROVED BUDGET IN ACCORDANCE WITH THE PROVISIONS OF 40A:4-9

WHEREAS, the local municipal budget for 2020 was approved on April 14, 2020; and

WHEREAS, the governing body desires to amend said approved budget;

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Township of Shrewsbury, County of Monmouth that the following amendments to the approved budget of 2020 be made:

REVENUES

	<u>From</u>	<u>To</u>
1. Surplus Anticipated	132,000.00	128,500.00
3. Miscellaneous Revenues-Section A Local Revenues		
Cable Franchise Fee		3,500.00

APPROPRIATIONS

	<u>From</u>	<u>To</u>
8. General Appropriations:		
(A) Operations – within "CAPS":		
INSURANCE		
Employee Group Insurance	56,000.00	55,471.00
Workers Compensation Insurance	14,196.00	14,659.00
Liability Insurance	16,190.00	16,256.00

BE IT FURTHER RESOLVED, that two certified copies of this resolution be filed forthwith in the office of the Director of Local Government Services for certification of the 2020 Local Municipal Budget as amended.

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

Township of Shrewsbury

Resolution #2020-69

Self-Examination of Budget Resolution

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the Township of Shrewsbury has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial officer has determined that the local government meets the necessary conditions to participate in the program for the 2020 budget year.

NOW THEREFORE BE IT RESOLVED by the governing body of the Township of Shrewsbury that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget: a. Payment of interest and debt redemption charges b. Deferred charges and statutory expenditures c. Cash deficit of preceding year d. Reserve for uncollected taxes e. Other reserves and non-disbursement items f. Any inclusions of amounts required for school purposes.

2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.

3 et seq., are fully met (complies with CAP law). 3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.

4. That pursuant to the Local Budget Law: a. All estimates of revenue are reasonable, accurate and correctly stated, b. Items of appropriation are properly set forth c. In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.

5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.

6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

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

Township of Shrewsbury

Resolution #2020-70

Adoption of the 2020 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 2020:

General Appropriations:

Appropriations for Municipal Purposes Within "Caps"	\$ 606,673.00
Appropriations for Municipal Purposes Excluded From "Caps"	\$ 430,506.99
Reserve for Uncollected Taxes	\$ 46,783.28

Total General Appropriations: \$ 1,083,963.27

Less: Anticipated Revenues Other Than Local Property Tax \$ 251,456.99

Difference: Amount to Be Raised for Taxation for \$ 832,506.28

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

Total General Revenues: \$ 1,083,963.27

BE IT ALSO RESOLVED, that said 2020 Budget was published in the April 24, 2020 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 adopt the Introduced 2020 Municipal Budget for the Township of Shrewsbury for the year 2020, and

BE IT FINALLY RESOLVED, that a public hearing on the 2020 Township of Shrewsbury Municipal Budget and Tax Resolution was held at the Shrewsbury Township Municipal Hall, 1979 Crawford Street on May 12, 2020 at 4 p.m. at which time and place objections to said 2020 Township of Shrewsbury Municipal Budget and Tax Resolution by taxpayers and other interested persons was heard.

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

TOWNSHIP OF SHREWSBURY
RESOLUTION #2020-71
AUTHORIZE THE FILING OF A RECYCLING TONNAGE GRANT APPLICATION

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L. 1987, c.102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection has promulgated recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a resolution authorizing this municipality to apply for the 2019 Recycling Tonnage Grant will memorialize the commitment of this municipality to recycling and indicate the assent of the Township Committee to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, such a resolution should designate the individual authorized to ensure that the application is properly completed and timely filed,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Shrewsbury hereby endorses the submission of a recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Adam Hubeny, Recycling Coordinator, to ensure that the said application is properly filed; and

BE IT FURTHER RESOLVED, that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Supervisor of Public Works, Recycling Coordinator and Chief Financial Officer.

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

TOWNSHIP OF SHREWSBURY

RESOLUTION #2020-72

EXTEND DUE DATE FOR ANNUAL LIQUOR LICENSE RENEWAL FEE
TO SEPTEMBER 30TH

WHEREAS, all forms of retail liquor licenses have a renewal date of June 30th by which time the renewal application, state renewal fee, and municipal renewal fee must be submitted; and,

WHEREAS, due to the COVID pandemic, the New Jersey Division of Alcoholic Beverage Control has extended the deadline for submission of the liquor license renewal application and state renewal fee for the 2020-2021 licensing period until September 30, 2020; and,

WHEREAS, the Township Committee desires to also extend the deadline for submission of the municipal renewal fee until September 30, 2020,

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby extends the deadline for the submission of the annual liquor license renewal fee for the 2020-2021 licensing period to September 30, 2020; and,

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

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

TOWNSHIP OF SHREWSBURY

RESOLUTION #2020-73

RESOLUTION AUTHORIZING PARTIAL PAYMENT OF #1 ON
MC PROJECT NO. SHT-078

WHEREAS, the Township Committee of the Township of Shrewsbury awarded a contract for Crawford Avenue Sanitary Sewer Replacement – Phase 2, to Lima Charlie Construction, located at One Broad Street, Ste. 4, Freehold, New Jersey 07728 by Resolution; and,

WHEREAS, the Chief Financial Officer had previously determined that sufficient funds were available at the time the Township Committee awarded the aforesaid contract in the 2020 budget in the amount of \$126,748.30; a true copy of said Certification of Availability of Funds is available in the Clerk’s Office of Shrewsbury Township; and

WHEREAS, the Municipal Engineer, Maser Consulting, P.A., by letter of April 30, 2020, with attached description, certified that Lima Charlie Construction, contractor for the above stated project, had completed the work listed on the attached description sheet to said letter, and was therefore entitled to a Partial Payment Certificate No. 1, in the amount of \$126,748.30, and that the aforesaid work was reviewed and approved by Maser Consulting, P.A.,

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 approves of Partial Payment Certificate No. 1 in the amount of \$126,748.30, per the recommendation of the Municipal Engineer to Lima Charlie Construction, located at One Broad Street, Ste. 4, Freehold, New Jersey 07728.

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

TOWNSHIP OF SHREWSBURY

RESOLUTION #2020-74

RESOLUTION TO AUTHORIZE SUBMISSION OF GRANT APPLICATION AND EXECUTION OF GRANT AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE SECOND PHASE OF BARKER AVENUE IMPROVEMENTS

WHEREAS, the FY 2021 New Jersey Department of Transportation Municipal Aid Program has provided funds for various municipal improvements; and,

WHEREAS, upon recommendation of the Township Engineer, the governing body of Shrewsbury Township, County of Monmouth, State of New Jersey desires to submit an application to the New Jersey Department of Transportation in an effort to obtain grant funding for continuation of the Barker Avenue Improvement Project; and,

WHEREAS, the cost of said application to the Township Engineer, Maser Consulting, PA is \$3,300.00, and the Chief Financial Officer hereby certifies the availability of funds for said engineering costs, a true copy of said Certification of Availability of Funds is available in the Clerk’s Office of Shrewsbury Township; and,

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Shrewsbury hereby authorizes the Township Engineer, William HR White, III, PE of Maser Consulting, PA to submit a grant application for the above stated project; and,

BE IT FURTHER RESOLVED, that the Mayor or Deputy Mayor and the Clerk are hereby authorized to sign a Grant Agreement on behalf of Shrewsbury Township and that their signatures constitute acceptance of the terms and conditions of the Grant Agreement and approves the execution of the Grant Agreement.

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

Township of Shrewsbury

Resolution #2020-75

AUTHORIZE PAYMENT OF BILLS

The Township Committee of the Township of Shrewsbury hereby authorizes payment of the Bills in the amount of **\$226,637.68.**

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

OLD BUSINESS: NONE

PUBLIC PORTION:

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

Robin Kane, 84 Belshaw questioned the dates for bulk pick up. She also stated that the town looked great and she was happy to see Brandon doing many things

Ms. Howard provided her with the dates

Ms. Kane questioned who was in charge of OEM and that vehicles on Belshaw have been there for years

Mr. Anthony stated Tom Welsh and he sent a letter to him about it and he will continue to pursue it.

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

DATE OF NEXT MEETING: Regular Meeting June 9, 2020 at 4:00 PM.

ADJOURNMENT

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

June 9, 2020
Respectfully submitted,

Pamela Howard, RMC,CMR
Municipal Clerk