

REGULAR MEETING MINUTES



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

**Pamela D. Howard, RMC
Municipal Clerk**

**Phone (732) 542-0572
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**Shrewsbury Township Committee
May 28, 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, and Mayor Nolan.
Absent: Deputy Mayor Puhak

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 – 5/14/2019

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

CORRESPONDENCE

1. 2019 Environmental Joint Insurance Audit
2. NJDEP Weekly Update
3. NJDEP – Proposed Amendments to waterways

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

REPORTS:

FINANCE: NONE

RECREATION REPORT: Richard Brunson, Recreation Director, 2 Crawford Street, gave a list of events that he wanted to do and stated Katrina Thornton provided a list of events.

MUNICIPAL ATTORNEY REPORT: Mr. Anthony stated he talked to Tom Welsh about the pooper scooper law and dog waste ordinance and he gave him the same answer that he gave them and that is the ordinance would be hard to enforce unless he was to see it happen. The State Police could enforce it but they only come in occasionally. He could do a leash ordinance and push for enforcement of the pet waste ordinance and Mr. Welsh could only do what he can but he can only do it if he were to see it or someone was willing to testify in court. Mr. Anthony

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stated he would like to see what other municipalities had in place. He also questioned what was the Committee looking for as far as amending the parking ordinance.

Bill Spengeman, 143 Belshaw, stated it was to authorize the Committee to approve handicap parking applications rather than the Director of Public Works and the Business Administrator.

Mr. Anthony stated he felt that it should be approved by the Township Committee because there was no Business Administrator and by the Township Committee approving it things might move a little bit slower. He will amend it to be more practical to today. He also stated they would have to do a walk through for proper signage as well.

HOUSING INSPECTOR/CODE ENFORCEMENT: Mr. Anthony stated he spoke to Tom Welsh and he's trying to figure out how to do the parking ordinance but was confident there won't be a problem.

PUBLIC WORKS: Submitted by Mr. Foster, read over by Mayor Nolan

DPW REPORT. 5/28/19

1 Bulk weekend was very busy we normally do a 40 yard container but this spring we used 2 -40 yard containers

2 Cleaned drains in town hall

3 Got estimates for generator hook ups in town Hall and /DPW

4 Installed new handicap parking in front of the apartments

Jeffrey Foster CPWM
Shrewsbury Twp Supervisor Public Works

SAFETY & NEIGHBORHOOD WATCH: NONE

PUBLIC HEARING -2019 MUNICIPAL BUDGET –

Thomas X. Seaman, C.F.O. stated this year the Township was under local exam of the State and that happens every three years. He was in contact with the State last week and they had a couple of little minor changes. They gave the Township Committee the approval to adopt the budget tonight. He stated the budget has a total of \$816,316.14, an increase from last year which is mostly attributed to the debt service increase. The tax increase is up \$37,000 and debt service increase is over \$37,000. He tried to keep all of the operating expenses, the salaries increased some what, operating expenses increased a little, sewer cost increased somewhat, pension cost decreased by \$5,000 and shared services increased by \$12,000 but was offset by less salaries. He stated what he tried to do while working with the Mayor and Committee was to look at shared services and they tried to do as little of a tax increase as possible and meet the needs of the community. Overall the evaluation of the town increase this year based on the appeal that happened in town increased by over 3% and possibly our tax rate depending on what the County comes in will be about 3%. Our municipal portion fee increased by about 4% but overall the tax increase might not affect everyone. He stated he was not sure how it would work with the apartments and if they would be affected directly.

Mr. Anthony stated the Township had rent control and they cannot raise the rent above the CPI no matter what happens with taxes unless they come before the rent board requesting a hardship increase.

Mr. Seaman stated overall we have a pretty good budget.

Mayor Nolan offered a motion for open Public Hearing, moved and seconded by Mr. Jennings; all were in favor.

Robin Kane questioned what was the percentage of the increase.

Mr. Seaman stated a little over 4% for the municipal portion and for the school and county around 2%. He doesn't have a final number but with the overall increase with evaluation going

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up the tax rate may be a little less. It will be finalized when the County certifies our tax rate in July.

Mr. Seaman also stated the Township Committee had a Capital Budget as well , a grant. The Township has a health Capital Fund Budget that’s in good shape.

Mrs. Kane questioned why the pension benefits decreased.

Mr. Seaman stated the County gave us a bill and it went down.

Mrs. Kane questioned where did the Township purchase their fuel.

Mayor stated it was purchased from the County.

Mayor Nolan offered a motion to closed the hearing, moved and seconded by Mr. Jennings; all were in favor.

ADOPT 2019 MUNICIPAL BUDGET

2019-62 Adopt 2019 Municipal Budget

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

ORDINANCE (s):

**TOWNSHIP OF SHREWSBURY
COUNTY OF MONMOUTH**

BOND ORDINANCE NO. 2019-03

BOND ORDINANCE PROVIDING FOR THE UNDERGROUND STORAGE TANK REMEDIATION AND APPROPRIATING \$50,000.00 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$47,500.00 BONDS AND NOTES TO FINANCE A PORTION OF THE COSTS THEREOF, AUTHORIZED IN AND BY THE TOWNSHIP OF SHREWSBURY, IN THE COUNTY OF MONMOUTH, NEW JERSEY

First Reading/Introduction: May 14, 2019

Second Reading/Public Hearing: May 28, 2019

Adoption: May 28, 2019

Mayor Nolan, approved the aforesaid Ordinance and Township Committeeperson, Mr. Jennings seconded said Ordinance for Adoption.

ROLL CALL

Affirmative: JENNINGS, NOLAN

Negative: None

Abstain: None

Absent: Absent

Dated: May, 28, 2019

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AN ORDINANCE TO AMEND ORDINANCE 2018-04 ENTITLED "AN ORDINANCE FIXING SALARY AND COMPENSATION OF CERTAIN OFFICES, POSITIONS AND EMPLOYEES IN THE TOWNSHIP OF SHREWSBURY, COUNTY OF MONMOUTH, STATE OF NEW JERSEY FOR THE YEAR 2019" AND THEREAFTER KNOWN BY ITS SHORT NAME AS 'SHREWSBURY TOWNSHIP SALARY ORDINANCE'

First Reading/Introduction: May 14, 2019

Second Reading/Public Hearing: May 28, 2019

Adoption: May 28, 2019

Mayor Nolan, introduced the aforesaid Ordinance and Township Committeeperson, Mr. Puhak seconded said Ordinance for introduction.

ROLL CALL

Affirmative: JENNINGS, NOLAN

Negative: None

Abstain: None

Absent: Puhak

Dated: May, 28, 2019

RESOLUTIONS:

**Township of Shrewsbury
Resolution #2019-63**

**Resolution of the Township of Shrewsbury, County of Monmouth, State of New Jersey,
Setting 2019 Salaries**

WHEREAS, the Township of Shrewsbury Township Committee has approved the 2019 Salary Ordinance, and

WHEREAS, the Township Committee must set individual employee’s salaries within the approved range,

WHEREAS, the Chief Municipal Finance Officer has certified that funds will be available in the 2019 Township of Shrewsbury Budget.

NOW THEREFORE LET IT BE RESOLVED the following salaries are set effective January 1, 2019 prorated, within the approved salary ranges:

Mayor	Edward Nolan	\$ 3,159.75 per year
Township Committee Members	Lester Jennings	\$ 2,600.97 per year
	Glen Puhak	\$ 2,600.97 per year
Chief Municipal Finance Officer	Thomas Seaman	\$ 15,000.00 per year
Municipal Clerk /Registrar	Pamela Howard	\$ 30.00 per hour
Deputy Registrar	Joanne Pavao	\$ 200.00 per year
Tax Collector	Kelly Montecinos	\$ 3,570.00 per year
Tax Assessor	Gerald J. Briscione	\$ 8,874.00 per year
Administrative Assistant/ Bookkeeper	Joanne Pavao	\$ 44,596.50 per year
Housing Officer	Thomas Welsh	\$ 6,375.00 per year
Code Enforcement Officer	Thomas Welsh	\$ 3,315.00 per year

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Part Time Public Works		\$	13.00 per hour
Full Time Public Works Supervisor	Jeffrey Foster	\$	24.08 per hour
Recreation Director	Rich Brunson	\$	3,570.00 per year
Deputy OEM Coordinator	Thomas Welsh	\$	1,000.00 per year
Fire Official	Thomas Welsh	\$	750.00 per year
Recreation Program Counselor/ Coordinator of Celebration of Public Events	Katrina Brunson	\$	13.26 per hour

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 May 28, 2019.

Pamela D. Howard, RMC
Municipal Clerk

Edward Nolan
Mayor

**TOWNSHIP OF SHREWSBURY
RESOLUTION #2019-64**

RESOLUTION AUTHORIZING THE TOWNSHIP COMMITTEE TO EXERCISE ITS SECOND OPTION TO RENEW ITS RECYCLING CONTRACT WITH SUBURBAN DISPOSAL, INC., SUCCESSOR OF M&S WASTE SERVICES, INC.

WHEREAS, the Township Committee of the Township of Shrewsbury entered into a contract with M&S Waste Services, Inc., on June 13, 2017, with payment to the contractor in the sum of \$8,742.00, and has in the aforesaid contract three, one-year options to renew; the first of which is for the sum of \$9,645.00 per year to be renewed on July 1, 2018; the second one for \$9,918.00 per year; and the third option to renew for \$10,266.00 per year; and

WHEREAS, the Township Committee of the Township of Shrewsbury previously exercised its first option to renew for an additional one year at the price of \$9,645.00 per year or \$803.75 per month upon notice before the term of the contract expires, and now feels it is in the best interest of the Township to exercise its second option to renew for an additional year at a price of \$9,918.00 per year, or \$826.50 per month before the term of the contract expires; and,

WHEREAS, Suburban Disposal, Inc. succeeded M&S Waste Services, Inc. at the time the Township executed its first option to renew; and,

WHEREAS, the Chief Municipal Finance Officer has certified that funds will be available in the Recycling Account #9-01-26-300-020 and Garbage Account #9-01-26-305-020; and,

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NOW, THEREFORE BE IT RESOLVED, that the Mayor and Township Committee of the Township of Shrewsbury hereby authorizes the attorney for Shrewsbury Township to notify Suburban Disposal, Inc., with offices located at 54 Montesano Road, Fairfield, New Jersey 07004-3310 as successor to M&S Waste Services, Inc., that the Township Committee of Shrewsbury Township would like to exercise its second option to renew for a one-year period for the consideration of \$9,918.00, or \$826.50 per month, commencing July 1, 2019 and ending June 30, 2020.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Jennings		X				
Puhak						
Nolan	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 May 28, 2019.

 Pamela D. Howard, RMC, CMR
 Municipal Clerk

 Edward P. Nolan
 Mayor

**Township of Shrewsbury
 Resolution #2019-65**

**Authorize Renewal of Plenary Retail Distribution License # 1346-44-001-009
 S&S Bros. Holdings, LLC, t/a Shrewsbury Mini Mart-Deli and Liquor**

WHEREAS, S & S Bros. Holdings, LLC, t/a Shrewsbury Mini Mart-Deli and Liquor has fulfilled all the legal requirements for renewal of a Plenary Retail Distribution License; and

WHEREAS, no objections have been filed concerning renewal of the aforesaid license for the aforesaid establishment.

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 following named establishment having fulfilled all the legal requirements for renewal of Plenary Retail Distribution License and there being no objections filed concerning renewal, it is hereby granted a Plenary Retail Distribution License for the licensing period July 1, 2019 - June 30, 2020: Fee: \$792.00

License # 1346-44-001-009

**S & R Bros. Holdings, LLC t/a Shrewsbury Mini Mart-Deli and Liquor
 74 Crawford Street
 Shrewsbury Township
 New Jersey**

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Jennings		X				

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Puhak						X
Nolan	X					

I hereby certify the above to be a true copy of the resolution adopted by the Township Committee at the Meeting held on May 28, 2019

 Pamela D. Howard, RMC, CMR
 Municipal Clerk

 Edward P. Nolan
 Mayor

**Township of Shrewsbury
 Resolution #2019-66**

AUTHORIZING THE REFUND OF OVERPAYMENT OF TAXES

WHEREAS, the Tax Collector has forwarded to the Township of Shrewsbury, a list of taxes which are overpaid, and has recommended that the same be refunded; and

WHEREAS, in accordance with N.J.S.A. 54:4-68, there are provisions for the Township of Shrewsbury to make adjustments with respect to overpaid taxes.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Committee of the Township of Shrewsbury that the following taxes are hereby refunded from Account # 9-01-55-901-002 based upon the recommendations of the Tax Collector:

BLOCK	LOT	NAME	YEAR	AMOUNT
00003	00095	Lakiszak, Thomas R. & Diana M c/o Lereta Property Tax & Flood Services	2019	\$639.75

Address: 107 Belshaw Ave

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Jennings		X				
Puhak						X
Nolan	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 May 28, 2019.

 Pamela D. Howard, RMC, CMR
 Municipal Clerk

 Edward P. Nolan
 Mayor

**Township of Shrewsbury
 Resolution #2019-67**

**Approve Maser Consulting to Submit a Grant Application and Execute a Grant
 Contract with the New Jersey Department of Transportation
 For A Section of Barker Avenue Phase 1 Project**

WHEREAS, The Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey has received a recommendation from the Township Engineer, Maser Consulting, to submit a grant application to the New Jersey Department of Transportation (NJDOT) Transportation Trust Fund for improvements to a section of Barker Avenue Phase 1 Project (the section with the center island); and,

WHEREAS, Maser Consulting has submitted a work order in the amount of \$2,500; and,

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WHEREAS, the Chief Municipal Finance Officer recommends the attached work order from Maser Consulting, PA for engineering services for the Barker Avenue Phase 1 Project; and,

WHEREAS, the Chief Municipal Finance Officer has certified that funds will be available in the 2019 Township of Shrewsbury Budget; and,

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Shrewsbury formally approves the grant application for the above stated project; and,

BE IT FURTHER RESOLVED that the Mayor and Clerk hereby authorize Maser Consulting to submit an electronic grant application identified as 2020 NJDOT Municipal Aid Grant Application- SHT001P – Barker Avenue Phase 1 Project (Center Island) to the New Jersey Department of Transportation on behalf of the Township of Shrewsbury at a cost not to exceed \$2,500; and,

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Shrewsbury and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement; and,

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

I hereby certify the above to be a true copy of the resolution adopted by the Township Committee at the Meeting held on May 28, 2019.

 Pamela D. Howard, RMC,CMR
 Municipal Clerk

 Edward Nolan
 Mayor

**Township of Shrewsbury
 Resolution #2019-68**

**AUTHORIZE PURCHASE OF SIGN FOR PUBLIC INFORMATION
 FROM REX SIGN SYSTEMS**

WHEREAS, the Chief Financial Officer has recommended the purchase of a LED message sign for public information to be placed on Barker Avenue; and,

WHEREAS, the cost of said item is less than the bid threshold; and,

WHEREAS, said quotes were reviewed by the Chief Financial Officer who has recommended that the low quote be accepted in accordance with the Open Public Contracts Law; and,

WHEREAS, funds for this purpose will be provided in Capital Ordinance - C-04-01-212-001 and Clean Communities Grant G-01-41-727-201, and the Chief Financial Officer has so certified in writing,

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Shrewsbury hereby authorizes the purchase of a LED message sign, pursuant to their quote of \$17,200; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Chief Financial Officer, Assistant C.F.O., and Public Works Director.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Jennings		X				
Puhak						X

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Nolan	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 May 28, 2019.

 Pamela D. Howard, RMC,CMR
 Municipal Clerk

 Edward Nolan
 Mayor

**Township of Shrewsbury
 Resolution #2019-69**

AUTHORIZE PAYMENT OF BILLS

The Township Committee of the Township of Shrewsbury hereby authorizes payment of the Bills in the amount of \$ 146,392.78.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Jennings		X				
Puhak						X
Nolan	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 May 28, 2019.

 Pamela D. Howard, RMC
 Municipal Clerk

 Edward P. Nolan
 Mayor

NEW BUSINESS: NONE

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 and Mayor Nolan.

Katrina Thornton, 2 Crawford Street, raised concerns that her car would be towed. She parks her car in front of the park during the day. It's her car and the male nurse.

Mr. Anthony stated no one would tow her car without notice. He stated she would have to receive a notice of violation then a summons.

Mayor Nolan stated their main concern were abandoned vehicles.

Ms. Thornton stated she needed clarity because the Mayor put a note on her car saying that cars

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would be towed. She needed clarity because she did not want her car damaged and could move it elsewhere.

Mr. Anthony stated they could tell Mr. Welsh to look into the abandoned vehicle ordinance rather than the parking ordinance.

Robin Kane, 84 Belshaw, stated the Deputy Mayor needs to check before calling the police on residents about the fire pits. She stated 11:30 at night the police were banging on her son's door regarding a fire pit. They told them that the Deputy Mayor called the police. She stated he needed to tone down and get his facts straight.

Mr. Anthony suggested talking with Mr. Puhak at the next meeting.

Mrs. Kane thanked the Committee for getting the fire outage taken care of so quickly but stated there was no traffic control and questioned why the State Police did not show up.

Mayor Nolan stated they did not even respond when Shrewsbury Boro called and he was out there trying to control the traffic and was totally ignored by JCP&L.

Mr. Anthony stated they would have to speak with the new representative for JCP&L.

Mrs. Kane suggested speaking with the State Troopers as well. She also questioned why there was payment on the bill list for two elections clerk's for the primary because they've never paid two people before.

Mr. Anthony stated one was the Municipal Clerk and the other the Deputy Clerk and since Ms. Howard is the Deputy Clerk in Neptune, she and the Clerk have to operate in Neptune the day of the elections. He stated the Deputy Clerk has to be available in the event that something goes wrong.

Ms. Howard stated this was done last year as well.

Mrs. Kane questioned the work that Quality Electric would be providing

Mr. Anthony we just signed the contract on that and Quality Electric has to remove certain fixtures for JCP &L.

Mrs. Kane do you have a date on the upgrade.

Mr. Anthony stated they will do it whenever they have the schedule to start.

Mayor Nolan stated Atlantic Tree was tentatively June 10th and Quality has to do it before.

Mrs. Kane questioned how many people would be impacted when they cut the power lines down on Crawford and will the VMA impacted also because they are all connected.

Mayor Nolan stated they would cut it by the little store so that it is isolated and the only thing that would be out would be the street lights and the garage.

Mrs. Kane questioned which part of Barker would the grant be applied to.

Mayor Nolan stated around the median strip.

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

Ayes – Mr. Jennings and Mayor Nolan.

DATE OF NEXT MEETING: Regular Meeting June 18, 2019 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	X			
Puhak						X
Nolan	X		X			

June 18, 2019

Respectfully Submitted,

Pamela Howard, RMC, CMR
Municipal Clerk

Approved: _____
Pamela D. Howard, RMC

Date