



Shrewsbury Township  
1979 Crawford Street  
Shrewsbury Township, NJ 07724

Pamela Howard, RMC  
Municipal Clerk

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**Shrewsbury Township Committee**

**June 9, 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 January 9, 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**

**RESOLUTIONS:**

TOWNSHIP OF SHREWSBURY

RESOLUTION #2020-76

**RESOLUTION FOR APPOINTMENT OF TOWNSHIP COMMITTEEPERSON  
TO SHREWSBURY TOWNSHIP**

**WHEREAS**, Township Committeeman and Mayor Edward Nolan submitted a letter to the Township Committee on June 9, 2020 indicating that he was resigning from the Shrewsbury Township Committee effective the date of the letter; and

**WHEREAS**, Under State Statute the Shrewsbury Township Democratic Committee had to submit three candidates to fill the position left vacant by Committeeman Mayor Edward Nolan within fifteen days of vacation of Committeeman Edward Nolan's seat; and

**WHEREAS**, Edward Nolan, Chairman of the Shrewsbury Township Democratic Committee submitted a letter on June 9, 2020 to the Clerk of Shrewsbury Township and the governing body with the names of Lynda Lettice, residing at 79 Crawford Street, Shrewsbury Township, New Jersey 07724; Theresa Klenk, residing at 404 Crawford Street, Shrewsbury Township, New Jersey 07724 and Sanjay Garg, residing at 282 Crawford Street, Shrewsbury Township, New Jersey 07724; as names of possible successors to complete the unexpired term of Edward Nolan; and

**NOW, THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Shrewsbury, Monmouth County and State of New Jersey has reviewed all the names

of the candidates submitted by the Chairman of the Democratic Committee of Shrewsbury Township and hereby appoint to fill the vacancy left by Edward Nolan the candidate, Lynda Lettice, residing at 79 Crawford Street, Shrewsbury Township, New Jersey 07724 as Township Committeeperson.

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

TOWNSHIP OF SHREWSBURY

RESOLUTION #2020-77

**RESOLUTION FOR APPOINTMENT OF MAYOR AND DEPUTY MAYOR TO THE TOWNSHIP COMMITTEE OF SHREWSBURY TOWNSHIP DUE TO THE RESIGNATION OF COMMITTEEPERSON/MAYOR EDWARD NOLAN**

**WHEREAS**, by resolution of June 9, 2020, Lynda Lettice, residing at 79 Crawford Street, Shrewsbury Township, New Jersey, 07724 was appointed as Township Committeeperson to fill the vacancy left by the resignation of Township Committeeman Edward Nolan; and

**WHEREAS**, Edward Nolan at the time served as a Township Committeeperson also served as the Mayor, and Committeeperson, Glen Puhak served as Deputy Mayor.

**NOW, THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Shrewsbury, Monmouth County and State of New Jersey hereby appoints Glen Puhak of 18 Barker Avenue, Shrewsbury Township, New Jersey, 07724 as Mayor of Shrewsbury Township with all the privileges and obligations that may flow from said appointment.

**BE IT FURTHER RESOLVED**, that the Township Committee of the Township of Shrewsbury, Monmouth County and State of New Jersey hereby appoints Lester Jennings of 86 Belshaw Avenue, Shrewsbury Township, New Jersey, 07724 as Deputy Mayor of Shrewsbury Township with all the privileges and obligations that may flow from said appointment.

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

T.J. Pingitore, 111 Barker Avenue, questioned the process to be on the Board and the frequency of conducting Township meetings.

Mr. Anthony explained the process of being on the Board and also stated the Township meetings were normally twice a month but during the summer the meetings are only once a month and during the pandemic they were only once a month.

**APPROVAL OF MINUTES:**

Regular Meeting Minutes – 5/12/2020

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

**Ayes – Mr. Jennings, Mayor Puhak; Lettice, Abstained**

**CORRESPONDENCE –NONE**

**REPORTS:**

**FINANCE: NONE**

**HOUSING INSPECTOR/CODE ENFORCEMENT: NONE**

**RECREATION: NONE**

**MUNICIPAL ATTORNEY:**

Mr. Anthony stated he sent another letter regarding assistance for first aid services and is waiting on responses from various first aid squads. He also stated he wanted to revamp the towing ordinance

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

Public Works Report June 8, 2020

All public grass areas and garbage has been maintained

Oswald cleaned all catch basins and pipes on Crawford Street and Belshaw

Bulk started June 1 so far we used one dumpster for bulk we recycled one dumpster for metal and we filled three boxes of electronics

Green Chip Recycling picked up 3 pallets of electronics in May

We are continue to re paint the lines on the roadways and recycling areas in the Township

We had a flood inside the municipal building. Ser-Pro came out and dried everything. JIF insurance will be here Friday morning at 9:30 to discuss how to proceed with the repairs.

Monmouth County Health Dept did a inspection of our DPW yard still waiting for their report.

Brandon Metz  
Public Works

**SAFETY AND NEIGHBORHOOD WATCH: NONE**

**ORDINANCES: APPROVED**

**2020-03**

**BOND ORDINANCE PROVIDING FOR IMPROVEMENTS TO BARKER AVENUE AND APPROPRIATING \$210,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$41,500 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**

<b>Name</b>	<b>Motion</b>	<b>Second</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstain</b>	<b>Absent</b>
<b>Lettice</b>	<b>X</b>		<b>X</b>			
<b>Jennings</b>		<b>X</b>	<b>X</b>			
<b>Puhak</b>			<b>X</b>			

**2020-04**

**BOND ORDINANCE PROVIDING FOR THE ACQUISITION OF PUBLIC WORKS EQUIPMENT/VEHICLES FOR THE DPW AND APPROPRIATING \$75,000.00 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$71,250.00 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**

<b>Name</b>	<b>Motion</b>	<b>Second</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstain</b>	<b>Absent</b>
<b>Lettice</b>			<b>X</b>			
<b>Jennings</b>	<b>X</b>		<b>X</b>			
<b>Puhak</b>		<b>X</b>	<b>X</b>			

**2020-05**

**AN ORDINANCE TO AMEND AN ORDINANCE 2019-04 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 2020" AND THEREAFTER KNOWN BY ITS SHORT NAME AS 'SHREWSBURY TOWNSHIP SALARY ORDINANCE'**

<b>Name</b>	<b>Motion</b>	<b>Second</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstain</b>	<b>Absent</b>
<b>Lettice</b>			<b>X</b>			
<b>Jennings</b>		<b>X</b>	<b>X</b>			
<b>Puhak</b>	<b>X</b>		<b>X</b>			

**RESOLUTIONS:**

TOWNSHIP OF SHREWSBURY

RESOLUTION #2020-78

**RESOLUTION AUTHORIZING CHANGE ORDER # 1 TO LIMA CHARLIE CONSTRUCTION IN CONNECTION WITH CRAWFORD STREET SANITARY SEWER REPLACEMENT PHASE II**

**WHEREAS**, on February 25, 2020, the Township committee adopted Resolution #2020-47 which awarded a bid to Lima Charlie Construction in the amount of \$159,159 in connection with the Crawford Street Sanitary Sewer Replacement Phase II; and,

**WHEREAS**, a change to the contract has been experienced as a result of final as built quantities at project close-out; and

**WHEREAS**, the change has been approved by the Township Engineer,

**THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Shrewsbury that the Mayor and Clerk be and are hereby authorized to execute Change Order #1 (final) in the contract with Lima Charlie Construction in connection with the Crawford Street Sanitary Replacement Phase II resulting in a net decrease of \$1,039.00 revising the total contract amount to \$158,120.00; and,

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

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

TOWNSHIP OF SHREWSBURY

RESOLUTION #2020-79

**RESOLUTION AUTHORIZING THAT A BID OPPORTUNITY BE RE-ADVERTISED FOR A CONTRACT FOR A LICENSED WATER OPERATOR**

**WHEREAS**, the Township of Shrewsbury needs a licensed water operator or licensed water operating service in compliance with New Jersey Department of Environmental Protection requirements with regard to water sampling and reporting, and other related actions in protecting the Township’s water system; and

**WHEREAS**, this is the second bidding of the matter due to lack of response and;

**WHEREAS**, the Township of Shrewsbury intends to advertise for bids pursuant to N.J.S.A. 40A:11-23 in order to procure the best contract for a licensed water operator or licensed water operating service; and

**WHEREAS**, specifications have been drawn in a manner to encourage free, open and competitive bidding pursuant to N.J.S.A. 40A:11-9.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee of the Township of Shrewsbury, County of Monmouth and State of New Jersey, hereby authorizes that a notice to bidders be published and advertised in order to seek a contract for a licensed water operator or licensed water operating service, and bids be sought in accordance with State Statute and specifications drawn and hereby approved by the Township Committee of the Township of Shrewsbury, a true copy of said specifications are attached hereto as Exhibit A.

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

Township of Shrewsbury

Resolution #2020-80

**APPOINT ELECTION OFFICIALS FOR 2020**

**WHEREAS**, on January 14, 2020 the Township Committee adopted Resolution # 2020-35 which appointed election officials for 2020, and

**WHEREAS**, Corinne DiCorica was appointed and she is no longer able to assist in the supervision of the 2020 Primary Election in the Township of Shrewsbury; and,

**THEREFORE, BE IT RESOLVED** that Nina Bernardo of Eatontown Borough will be appointed as Election Official to assist the Borough Clerk of Eatontown on behalf of the Township of Shrewsbury for the Primary Election of July 7, 2020 at a rate of \$400 for the day, and

**BE IT FURTHER RESOLVED**, Nina Bernardo is hereby authorized to exercise all the authority and responsibility of the Municipal Clerk/Election Official of Shrewsbury Township on Primary Election Day, July 7, 2020. She will be available throughout the election hours, and will visit the

polling place twice during the election hours, including prior to opening the polls. All election materials will be picked up and returned to Eatontown Borough Hall by a member of the Shrewsbury Township polling board, and returns will be transmitted electronically by Eatontown Borough to the Monmouth County Board of Elections.

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

Township of Shrewsbury

Resolution #2020-81

**AUTHORIZE PAYMENT OF BILLS**

The Township Committee of the Township of Shrewsbury hereby authorizes payment of the Bills in the amount of **\$127,585.74.**

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

**OLD BUSINESS: NONE**

**PUBLIC PORTION:**

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

Rich Osis congratulated Lynda Lettice on her appointment and reiterated that he wanted the County Freeholders to help them. He stated the Township needed a voice and someone to speak on behalf of the residents of Shrewsbury Township.

Ruth Carll, 28 Barker Avenue, stated she has a background in grants and would like to volunteer in a capacity that would help the Township. She also questioned whether the Township had a Strategic Plan.

T.J. Pingitore, 111 Barker Avenue stated he’s been a resident for 2 ½ years. He discussed the break-ins throughout the Township and stated he would like to volunteer to create a Strategic Plan and Safety Plan. He questioned whether there was a way to have cameras go up and have neighborhood watch signs. He suggested having cameras on the front pole going in and out where it would not invade the residents privacy.

Mr. Anthony stated it would have to be investigated by the Township Committee.

Mr. Pingitore questioned which Committee person was in charge of OEM.

Mr. Anthony stated he sent a letter to the State Police.

Mr. Pingitore questioned how was the crime reports being reported to the Committee.

Mr. Anthony stated the State Police provided it then they stopped. He stated his plans to see where they are and he's sent them several letters.

Mr. Pingitore questioned the status for shared service for EMS.

Mr. Anthony stated he sent a letter to Tinton Falls North. He gave the background of services provided.

Mr. Pingitore questioned who did he speak to.

Mr. Anthony stated he spoke to the Commander.

Mr. Pingitore questioned the status of the State Police having barracks in the Township.

Mr. Anthony stated there wasn't enough technology here for them to have a substation.

Mr. Pingitore questioned whether the Township would be willing to apply for grants and if there was a list for emergency preparedness of residents with special needs and if so, is a plan in place.

Mr. Anthony stated that Tom Welsh does that and can be contacted.

Mr. Pingitore questioned when was the last time the poles were inspected.

Mayor Puhak stated the electrical system was his top priority.

Mr. Anthony stated we own a lot of the poles but not all of them.

Mr. Pingitore questioned whether the Township had a business administrator.

Mr. Anthony stated the Township of Shrewsbury was a unique Town that did not necessarily need a business administrator. He stated they did however have one three years ago.

Robin Kane, 84 Belshaw Avenue, questioned whether the Township has tried to use Oceanport for EMS.

Mr. Anthony stated they did not reply.

Mrs. Kane stated the electric was being worked on for AVMA along with the Township and there is only a certain amount the Township can do without raising taxes. She thanked Brandon for bulk pick up. She stated he was doing a phenomenal job.

Ms. Carll stated she felt the Township needed a Business Administrator position so that it could be managed and have someone who cares.

Rich Osis, discussed garbage and grass growing throughout the Township. He stated he did not want it to look like a junk year.

Bill Spengeman, 143 Belshaw suggested turning vents off and opening doors for the next meeting.

Mr. Pingitore stated he was interested in becoming a business administrator or mayor to help bring cohesiveness to the Township

AJ VerVoort, 117 Barker Avenue, stated if the Township must make the police held accountable because black lives matter.

Ms. Thornton stated there were parents who did not want their kids on videos at the playground. They did not want police in the building but in a trailer. They didn't want it in the building due to kids. They wanted it outside in a trailer. She stated she started a newsletter but COVID happened.

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

**DATE OF NEXT MEETING: Regular Meeting July 14, 2020 at 4pm.**

**ADJOURNMENT**

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

July 14, 2020  
Respectfully submitted,

Pamela Howard, RMC,CMR  
Municipal Clerk