



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

June 19th 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, Township Engineer William White III, Chief Financial Officer Suzanne Veitengruber, and Municipal Clerk Teri Giercyk.

MEMBERS OF THE PUBLIC WERE IN ATTENDANCE

SALUTE TO THE FLAG

APPROVAL OF MINUTES:

Regular Meeting Minutes – 5/22/2018

Moved by Mayor Nolan, seconded by Mr. Puhak.

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

Executive Meeting Minutes – 5/22/2018

Moved by Mayor Nolan, seconded by Mr. Puhak.

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

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CORRESPONDENCE

1. Monmouth County municipal open space grant program – 2018 funding available
2. American Red Cross – Correspondence Letter
3. “811” pamphlet
4. John McPherson – Jersey Basketball Association
5. Monmouth County Clerk’s Office – Seeks nominations for Clayton and French Awards
6. Rutgers – 57th Annual Municipal Public Information Contest Application due by 9/14/2018

Moved by Mayor Nolan, seconded by Mr. Puhak.

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

REPORTS:

FINANCE:

Mrs. Sue Veitengruber CFO – Community Development Block Grant meeting was tonight at 6:30 PM. The CDBG meeting will be on a Wednesday that she has prior commitments so add on resolution tonight to have Tax Assessor Jay Briscione replace her as the alternate. Monmouth County grant application received tonight. Chapter 159 resolution to add \$4,000.00 to the budget for clean community grant. There is an online course that JIFF is requesting everyone to complete. Township received an answer to the Tax Appeal today, and the tax assessor will be present at the July meeting for discussion.

HOUSING INSPECTOR/CODE ENFORCEMENT: Submitted by Mr. Welsh. Read over by Mr. Puhak.

No Cos so far for the month of June.

Schedule CO for 10 Belshaw Friday the 22nd of June.

Fire prevention inspections for July 3rd 2018 – Township Hall, Township garage, AVMA office, Deli/liquor store, and Shrewsbury Arms office.

As of 12/17/2017, all commercial occupancies have been required to install carbon monoxide detectors in various locations throughout the premises depending on mechanical equipment and locations for the same. As for the township buildings, we are looking at least three for town hall and two for the garage. Battery operated devices are approved for the same.

Planning a public education outreach for fire prevention month in October. I will be requesting the use of town hall, and would like to offer specific programs for seniors, children, and adults.

Warnings issued for two vehicles to be removed from township property, not abated, will issue summons.

PUBLIC WORKS REPORT: Submitted by Mr. Foster. Read over by Mr. Anthony.
DPW REPORT 6/19/18

1. Cleaned up after the storm

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- 2. Cleaned all drains in town hall
- 3. Rugs and floors shampoo and waxed floors in town hall
- 4. Cleaned all road drains
- 5. Tree down on Crawford DPW filled in where the tree stump was and cut up light pole and removed
- 6. Put security fencing around the broken sidewalk on Crawford St.
- 7. Special thanks to everyone who help with the down tree on Crawford St. Shrewsbury Borough fire and police departments State police and Atlantic tree service for doing a great job
- 8. Installed 4 yards of playground mulch underneath all four slides
- 9. Would like to thank the Mayor for getting the power back on Crawford St.
- 10. Found the blown electrical lines on the back loop on Belshaw which High Volt repaired this morning

RECREATION: Richard Brunson – Went over summer hours and upcoming events. Katrina wants to start craft fair to help raise funds for “save the date” mailing for upcoming events.

MUNICIPAL ATTORNEY:

Mr. Gene Anthony – He will review the Tax Appeal answer. Went over the options to renew recycling contract. Filed Two Rivers answer, and he is contacting other attorneys for other municipalities to come up with plan.

RESOLUTIONS:

Township of Shrewsbury
Resolution #2018-69
Authorizing Approved Records Destruction

WHEREAS, authorization for the disposal of public records in accordance with New Jersey P.L. 1953, c. 410 as amended was made on; and

WHEREAS, the attached record series listed have exceeded their respective retention periods and are not involved in any action, such as pending OPRA request, litigation, or anticipated litigation as per the Federal Rules of Civil Procedure, December 2006; and are not required for a present or future audit; and

WHEREAS, the attached records have been approved by the New Jersey Division of Revenue and Enterprises - Records Management Services;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Shrewsbury, County of Monmouth and State of New Jersey to authorize the approved records destruction of the record series attached.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Jennings		X	X			
Puhak			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 June 19, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolution #2018-70
Authorizing the Township Committee to exercise its first option to renew its Recycling Contract with 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 feels it is in the best interest of the Township to exercise its first option to renew for an additional year at the price of \$9,645.00 per year or \$803.75 per month upon notice before the term of the contract expires.

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 M&S Waste Services, Inc., with principal offices located at P.O. Box 332 Middletown, New Jersey 07748, that the Township Committee of Shrewsbury Township would like to exercise its first option to renew for a one-year period for the consideration of \$9,645.00, or \$803.75 per month, commencing July 1, 2018 and ending June 30, 2019.

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

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Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury

Resolution #2018-71

Resolution for the Reappointment and Granting of Tenure to the Tax Assessor for Shrewsbury Township

WHEREAS, the present Tax Assessor, Gerald J. Briscione was appointed as Tax Assessor of Shrewsbury Township where his first four-year term began on June 10, 2014 by Resolution of the Township Committee; and

WHEREAS, it is the desire of the Township of Shrewsbury to reappoint the Tax Assessor pursuant to N.J.S.A. 40A: 9-148.1, at an annual salary to be determined by the 2018 Municipal Budget and Salary Ordinance; and

WHEREAS, the reappointment of Tax Assessor, per N.J.S.A. 54:1-35.31, after having received a Tax Assessor’s Certificate and having served as Tax Assessor or performed the duties of a Tax Assessor for not less than four consecutive years prior to such reappointment, shall result in reappointment as establishing tenure and shall not be removed for political reasons, but only for good cause shown and after proper hearing before the Director or his designee after due notice.

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 Gerald J. Briscione shall hereby be reappointed as Tax Assessor of Shrewsbury Township at a salary so provided by the 2018 Municipal Budget and Salary Ordinance, commencing for a second term on July 1, 2018 and continue thereafter with tenure pursuant to and in accordance with State Statute.

BE IT FURTHER RESOLVED, that Gerald J. Briscione shall maintain his required Certifications and training pursuant to State Law.

BE IT FURTHER RESOLVED, that this Resolution shall be submitted to Matthew S. Clark, County Tax Administrator, at the Monmouth County Board of Taxation, Hall of Records, One East Main Street, Freehold, NJ 07729, and a copy to the appointee by regular mail and the Chief Financial Officer.

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

REGULAR MEETING MINUTES

Nolan	X		X			
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Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolution #2018-72
Plenary Retail Distribution License # 1346-44-001-009 Renewal

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 firm.

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 person or firm having fulfilled all the legal requirements for renewal of Plenary Retail Distribution License ad there being no objections filed concerning renewal, it is hereby granted a Plenary Retail Distribution License for the period ending on June 30, 2018: 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	X			
Puhak			X			
Nolan	X		X			

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Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

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Township of Shrewsbury

Resolution #2018-73

A Resolution approving the FY 2019 Community Development Program application for improvement of the Crawford Street Sewer Line within the designated project zone, and authorizing submission of same to the Monmouth County Community Development Program

WHEREAS, on Tuesday, June 19, 2018 the Citizen’s Participation Group presented the Mayor and Township Committee of the Township of Shrewsbury with their recommendations for submission of an application for the Monmouth County Community Development Block Grant Program; and

WHEREAS, the Township of Shrewsbury properly advertised and duly conducted the required Citizen’s Participation Meeting and Hearing on June 19, 2018 at 6:30 p.m.; and,

WHEREAS, the Citizen’s Participation Group has recommended the following project to the Mayor and Township Committee: Improvement of the Crawford Street Sewer Line

WHEREAS, the public hearing has determined that the Improvement of the Crawford Street Sewer Line would benefit the Shrewsbury Township Community as a whole.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Shrewsbury to authorize submission of an application by the Township Engineer to the Monmouth County Community Development Program for the following project: Improvement of the Crawford Street Sewer Line.

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

ATTEST: I hereby certify the foregoing to be a true copy of a resolution adopted by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey at a meeting held on June 19, 2018

Teri Giercyk, RMC
Municipal Clerk

Edward Nolan
Mayor

Township of Shrewsbury

Resolution #2018-74

Authorizing the engineer to submit a grant application to the Monmouth County Community Development Block Grant Program for the Crawford Street Sewer Line Improvement 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 Monmouth County Community Development Block Grant Program for the Crawford Street Sewer Line Improvement Project, and

WHEREAS, the Citizens’ Participation Group of the Township of Shrewsbury has recommended this project be submitted to the Monmouth County Community Development Block Grant Program, and

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WHEREAS, the Township Engineer, William White, III of Maser Consulting has submitted a cost estimate of \$3,000 for preparation and submission of the grant application,

NOW, THEREFORE, BE IT RESOLVED that Council of Township of Shrewsbury approves William White III of Maser Consulting to prepare and submit the grant application for the above stated project at a cost not to exceed \$3,000, and

BE IT FURTHER RESOLVED that Chief Municipal Finance Officer certifies that funds are available in the Engineering O/E line item of the 2018 Municipal Budget, account #8-01-20-165-020, and

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant application on behalf of Township of Shrewsbury and that their signature constitutes acceptance of the terms and conditions of the grant application process.

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

ATTEST: I hereby certify the foregoing to be a true copy of a resolution adopted by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey at a meeting held on June 19, 2018

Teri Giercyk, RMC
Municipal Clerk

Edward Nolan
Mayor

Township of Shrewsbury
Resolution #2018-75
Approving the Insertion of a Special Item of Revenue in the 2018 Annual Budget for the 2017 Clean Communities Grant in the Amount of \$4,000

WHEREAS, N.J.S.A. 40A:4087 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the Budget of any County or Municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the Budget: and

WHEREAS, said Director may also approve the insertion of any item of appropriation for an equal amount.

WHEREAS, the Township of Shrewsbury has received notice of an award of \$4,000.00 Clean Community Grant, and wishes to amend its 2018 Annual Budget to include this amount as a revenue,

NOW, THEREFORE BE IT RESOLVED that the Township Committee of Township of Shrewsbury, County of Monmouth, State of New Jersey hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the Budget of the year 2018

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in the sum of **\$4,000.00** which is now available per the Clean Communities Grant from the Department of Environmental Protection of the State of New Jersey which is now available as a revenue from
2018 Miscellaneous Revenues:
State and Federal Revenues Offset with Appropriations:
State of New Jersey Clean Communities Grant;

BE IT FURTHER RESOLVED that a like sum of **\$4,000.00** be and the same is hereby appropriated under the caption of:
2018 General Appropriations:
Operations Excluded from Cap – State and Federal Programs Offset by Revenue:
2017 Clean Communities Grant, Other Expense

BE IT FURTHER RESOLVED that two (2) certified copies of this resolution be filed with the Director of the Division of Local Government Services.

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

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Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolution #2018-76
Payment of Bills

The Township Committee of the Township of Shrewsbury hereby authorizes payment of the Bills in the amount of **\$51,246.52.**

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 June 19, 2018.

Teri Giercyk, RMC

Edward P. Nolan

REGULAR MEETING MINUTES

Municipal Clerk

Mayor

Township of Shrewsbury
Resolution #2018-77

Amending Appointment of Community Development Block Grant Representative Alternate for 2018

BE IT RESOLVED that Edward P. Nolan be and is hereby appointed COMMUNITY DEVELOPMENT BLOCK GRANT REPRESENTATIVE and that Gerald J. Briscione be and is hereby appointed ALTERNATE between the COMMUNITY DEVELOPMENT PROGRAM and the Township of Shrewsbury for the year 2018.

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

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Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

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.

Dolores Majewska 88 Barker – Issues with cement wall deteriorating in front of her home. She cannot determine who is responsible for it, AVMA, Township or herself. Been told several things. Has lived here for 20 years and now she is 80 years old and cannot maintain it especially when it snows. The snow often gets shoveled right in front of her home. Engineer Mr. White will look into it.

Robin Kane 45 Belshaw – Thank you for recent power issues. Inquired about electrical upgrades that are needed in town.

Mrs. Veitengruber – She talked to a representative at Hi-Volt, the electricity is more involved than just replacing transformers. Would have to replace the lines also. JCP&L would need replacement to their standards. \$1.5 million cost estimate. In addition, all electrical lines have to be three feet from windows.

No further 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. Puhak.

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

DATE OF NEXT MEETING: Regular Meeting July 17, 2018 at 7:00 PM.

RESOLUTION –

Township of Shrewsbury
Resolution #2018-78
Resolution for Closed Session Under the Open Public Meetings Act

WHEREAS, the Open Public Meetings Act permits the Township Committee of the Township of Shrewsbury to exclude the public when certain matters are to be discussed; and

NOW, THEREFORE BE IT RESOLVED, that in accordance with the provisions of the Open Public Meetings Act, the Mayor and Township Committee of the Township of Shrewsbury shall have a closed session for purposes of discussing legal advice;

BE IT FURTHER RESOLVED, that matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer, shall be discussed.

- 1. More particularly, such matters shall be discussed concerning contract negotiations.

BE IT FURTHER RESOLVED, that the public shall be informed of the results of the closed session at the continuation of the present public meeting, or at the next public meeting of the Mayor and Township Committee, or as soon thereafter as possible.

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

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Teri Giercyk, RMC

Edward P. Nolan

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Municipal Clerk

Mayor

EXECUTIVE SESSION – Contract Negotiations.

RETURN TO PUBLIC SESSION – No Resolutions.

ADJOURNMENT

– 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			

July 17, 2018

Respectfully submitted,

 Teri Giercyk, RMC
 Municipal Clerk

Approved: _____
 Teri Giercyk, RMC

 Date