



REGULAR MEETING MINUTES

Shrewsbury Township
1979 Crawford Street
Shrewsbury Township, NJ 07724

Teri Giercyk, RMC
Municipal Clerk

Phone (732) 542-0572
Fax (732) 935-1348

Shrewsbury Township Committee

January 1, 2018

Reorganization Meeting – 3:00 PM

MINUTES

COMMITTEEMEMBER NOLAN MOVED THE ADOPTION OF THE FOLLOWING MINUTES:

CALL MEETING TO ORDER by Teri Giercyk at 3:00 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 December 1, 2017, in addition to posting on the bulletin board in the Municipal Building on December 5, 2017 by the Municipal Clerk.

The Municipal Clerk, Teri Giercyk read of the election results from November 7, 2017.

ADMINISTRATION OF OATH OF OFFICE

Mr. Lester Jennings,

Teri Giercyk – At this time, I would like to ask Mr. Lester Jennings, Committeeman, to take his place in front of the dais. Standing with him will be his family.

Assemblyman Houghtaling administered the oath.

ROLL CALL:

GOVERNING BODY MEMBERS PRESENT: Committee members Lester J. Jennings, Glenwood J. Puhak, and Edward P. Nolan

TOWNSHIP OFFICIALS PRESENT: Chief Financial Officer Sue Veitengruber, and Municipal Clerk Teri Giercyk.

MEMBERS OF THE PUBLIC WERE IN ATTENDANCE

SALUTE TO THE FLAG

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WELCOME OFFICIALS – Assemblyman Houghtaling

RESOLUTIONS:

Township of Shrewsbury
Resolution #2018-1

BE IT RESOLVED that Edward P Nolan is designated Mayor of Shrewsbury Township for the year 2018.

Jennings	X		X			
Puhak		X	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 January 1, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Assemblyman Houghtaling administered the oath.

Township of Shrewsbury
Resolution #2018-2

BE IT RESOLVED that Glenwood J. Puhak is designated Deputy Mayor of Shrewsbury Township for the year 2018.

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 January 1, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Assemblyman Houghtaling administered the oath.

Township of Shrewsbury
Resolution #2018-3
Appointment of Township Attorney

WHEREAS, there exists a need for the services of a Township Attorney for the Township of Shrewsbury for a one year term beginning January 1, 2018, ending December 31, 2018; and

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WHEREAS, the Township of Shrewsbury has solicited such professional services through a fair and open process as provided for and defined in accordance with N.J.S.A. 19:44A-20.4, et seq., subject to the provisions of the Local Public Contracts Law as set forth in N.J.S.A. 40A: 11-1, et seq., regarding professional services; and

WHEREAS, the Township CMFO has certified that funds are available in the 2018 temporary budget.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey, as follows:

1. The firm of Gene J. Anthony Esq., Eatontown, NJ is hereby designated as Township Attorney for the Township of Shrewsbury beginning January 1, 2018 and ending December 31, 2018.
2. The Mayor and Clerk are hereby authorized to execute a contract according to law and in accordance with this resolution. A copy of said contract shall be filed with the Clerk of the Township and shall be available for public inspection.
3. That the Township shall fund said award through its 2018 budget, Legal services O/E in the amount of \$35,000 per annum. No amount of any contract shall be chargeable until certification of available funds are made and upon receipt of a properly executed Purchase Order pursuant to the rules of the Local Finance Board of the State of New Jersey.
4. This appointment is made in accordance with the Local Public Contracts Law, and the fair and open process as provided by NJSA 40A:11 et.seq.
5. A Notice of this appointment shall be advertised in an official newspaper of the Township of Shrewsbury as required by law.
6. That upon the adoption of the within resolution, the Clerk is authorized and directed to forward a certified copy of it to the Township CFO.

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 Meeting held on January 1, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Assemblyman Houghtaling administered the oath.

Township of Shrewsbury
Resolution #2018-4
Appointment of Township Auditor

REGULAR MEETING MINUTES

WHEREAS, there exists a need for the services of a Township Auditor for the Township of Shrewsbury to conduct an audit of the Township financial records for the year ending December 31, 2017 and to serve as the Township General Auditor for the calendar year 2017 in accordance with the Township Ordinance and the laws and regulations of the State of New Jersey regarding same; and

WHEREAS, the Township of Shrewsbury has solicited such professional services through a fair and open process as provided for and defined in accordance with N.J.S.A. 19:44A-20.4, et seq., subject to the provisions of the Local Public Contracts Law as set forth in N.J.S.A. 40A:11-1, et seq., regarding professional services; and

WHEREAS, the Township CMFO has certified that funds are available in the 2018 temporary budget.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey, as follows:

1. The firm of Fallen & Larsen, Hazlet, NJ is hereby designated as Township Auditor for the Township of Shrewsbury beginning January 1, 2018 and ending December 31, 2018 to conduct the Annual Audit and prepare other financial documents as requested and required.
2. The Mayor and Clerk are hereby authorized to execute a contract according to law and in accordance with this resolution. A copy of said contract shall be filed with the Clerk of the Township and shall be available for public inspection.
3. That the Township shall fund said award through its 2018 budget, Auditor services O/E in the amount not to exceed \$16,500 including audit, AFS, and ADS. No amount of any contract shall be chargeable until certification of available funds are made and upon receipt of a properly executed Purchase Order pursuant to the rules of the Local Finance Board of the State of New Jersey.
4. This appointment is made in accordance with the Local Public Contracts Law, and the fair and open process as provided by N.J.S.A. 40A:11 et.seq.
5. A Notice of this appointment shall be advertised in an official newspaper of the Township of Shrewsbury as required by law.
6. That upon the adoption of the within resolution, the Clerk is authorized and directed to forward a certified copy of it to the Township CFO.

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 Meeting held on January 1, 2018.

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Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolution #2018-5
Appointment of Township Engineer

WHEREAS, there exists a need for the services of a Township Engineer for the Township of Shrewsbury for the calendar year 2018 in accordance with the Township Ordinance and the laws and regulations of the State of New Jersey regarding same; and

WHEREAS, the Township of Shrewsbury has solicited such professional services through a fair and open process as provided for and defined in accordance with N.J.S.A. 19:44A-20.4, et seq., subject to the provisions of the Local Public Contracts Law as set forth in N.J.S.A. 40A:11-1, et seq., regarding professional services; and

WHEREAS, the Township CMFO has certified that funds are available in the 2018 temporary budget.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey, as follows:

1. The firm of Maser Consulting is hereby designated as Township Engineer for the Township of Shrewsbury beginning January 1, 2018 and ending December 31, 2018
2. The Mayor and Clerk are hereby authorized to execute a contract according to law and in accordance with this resolution. A copy of said contract shall be filed with the Clerk of the Township and shall be available for public inspection.
3. That the Township shall fund said award through its 2018 budget, Engineering services O/E in the amount not to exceed \$ 17,500, in accordance with the schedule affixed in the RFP for Township Engineer. No amount of any contract shall be chargeable until certification of available funds are made and upon receipt of a properly executed Purchase Order pursuant to the rules of the Local Finance Board of the State of New Jersey.
4. This appointment is made in accordance with the Local Public Contracts Law, and the fair and open process as provided by N.J.S.A. 40A:11 et.seq.
5. A Notice of this appointment shall be advertised in an official newspaper of the Township of Shrewsbury as required by law.
6. That upon the adoption of the within resolution, the Clerk is authorized and directed to forward a certified copy of it to the Township CMFO.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
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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 Meeting held on January 1, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolution #2018-6
Appointment of Township Bond Counsel

WHEREAS, there exists a need for the services of a Township Bond Counsel for the Township of Shrewsbury to serve as the Township Bond counsel for the calendar year 2018 in accordance with the Township Ordinance and the laws and regulations of the State of New Jersey regarding same; and

WHEREAS, the Township of Shrewsbury has solicited such professional services through a fair and open process as provided for and defined in accordance with N.J.S.A. 19:44A-20.4, et seq., subject to the provisions of the Local Public Contracts Law as set forth in N.J.S.A. 40A:11-1, et seq., regarding professional services; and

WHEREAS, the Township CMFO has certified that funds are available in the 2018 temporary budget.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey, as follows:

1. Meghan Clark of the firm of Gluck-Walrath is hereby designated as Township Bond Counsel for the Township of Shrewsbury beginning January 1, 2018 and ending December 31, 2018.
2. The Mayor and Clerk are hereby authorized to execute a contract according to law and in accordance with this resolution. A copy of said contract shall be filed with the Clerk of the Township and shall be available for public inspection.
3. That the Township shall fund said award through its 2018 budget, Legal O/E in the amount not to exceed \$5,000, and Capital ordinances as needed. No amount of any contract shall be chargeable until certification of available funds are made and upon receipt of a properly executed Purchase Order pursuant to the rules of the Local Finance Board of the State of New Jersey. Payments shall be made in accordance with the schedule affixed to the RFP for Bond Counsel Services.
4. This appointment is made in accordance with the Local Public Contracts Law, and the fair and open process as provided by N.J.S.A. 40A:11 et.seq.

REGULAR MEETING MINUTES

5. A Notice of this appointment shall be advertised in an official newspaper of the Township of Shrewsbury as required by law.

6. That upon the adoption of the within resolution, the Clerk is authorized and directed to forward a certified copy of it to the Township CMFO.

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 Meeting held on January 1, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolution #2018-7
Authorizing Regular Meeting Schedule for the 2018 Year

WHEREAS, Public Law 1975, Chapter 231, Section 13, requires a public body to post and maintain posted, to distribute to designated newspapers, and to further file with the Municipal Clerk for the purpose of public inspections, a schedule of the regular meetings of such public body to be held during the calendar year; and,

WHEREAS, such schedule of regular meetings is required to contain the location of each meeting, to the extent that it is known, and the time and date of each meeting; and,

WHEREAS, Public Law 1975, Chapter 231, Section 3.D, provides that where the annual notice or revisions thereof, in compliance with sections of the subject act, set forth the location, time and date of any meeting, no further action shall be required for such meeting.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey as follows:

- (1) All regular meetings of the Township Committee shall take place on the second and fourth Tuesday of every month at 7:00 p.m., unless otherwise noted below, except for the months of June, July, and August when regular Township Committee meetings shall be held once a month as listed below, on the following dates at the Municipal Building of Shrewsbury Township, 1979 Crawford Street, Shrewsbury Township, New Jersey.

Tuesday, January 9, 2018
 Tuesday, February 13, 2018
 Tuesday, March 13, 2018
 Tuesday, April 10, 2018
 Tuesday, May 8, 2018
 Tuesday, June 19, 2018
 Tuesday, July 17, 2018
 Tuesday, August 14, 2018
 Tuesday, September 11, 2018

Tuesday, January 23, 2018
 Tuesday, February 27, 2018
 Tuesday, March 27, 2018
 Tuesday, April 24, 2018
 Tuesday, May 22, 2018

 Tuesday, September 25, 2018

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Tuesday, October 9, 2018
 Monday, November 12, 2018
 Tuesday, December 11, 2018

Tuesday, October 23, 2018
 Tuesday, November 27, 2018
 Thursday, December 27, 2018

(2) A summary of this resolution shall be sent to the *Asbury Park Press* and/or the *Star Ledger*, and published in the *Asbury Park Press*

(3) A summary of this resolution shall be posted and shall be maintained on the official bulletin board of the Township of Shrewsbury, and shall also be kept on file by the Municipal Clerk for purposes of public inspection.

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 January 1, 2018.

 Teri Giercyk, RMC
 Municipal Clerk

 Edward P. Nolan
 Mayor

Township of Shrewsbury
Resolution #2017-8
Order of Business

BE IT RESOLVED that the Order of Business to be followed at all regular monthly Meetings of the Township Committee of the Township of Shrewsbury during the Year 2018 shall be as follows:

- OPENING STATEMENT**
- ROLL CALL**
- SALUTE THE FLAG**
- APPROVAL OF MINUTES**
- CORRESPONDENCE**
- REPORTS**
- HEARING ON ORDINANCES AND OTHER PUBLIC HEARINGS.**
- RESOLUTIONS**
- PAYMENT OF BILLS.**
- NEW BUSINESS**
- OLD BUSINESS.**
- PUBLIC COMMENTS**
- Executive Session if Needed**
- Resolution(s) if Needed**
- ADJOURNMENT**

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

REGULAR MEETING MINUTES

I hereby certify the above to be a true copy of the resolution adopted by the Township Committee at the Meeting held on January 1, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolution #2018-9
RESOLUTION AUTHORIZING 2018 TEMPORARY BUDGET

WHEREAS, N.J.S. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2018 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided, and

WHEREAS, the date of this resolution is within the first 30 days of the fiscal year, and

WHEREAS, the total appropriations in the 2017 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of \$ 834,851, and

WHEREAS, twenty-six and twenty-five hundredths percent (26.25%) of the total appropriations in the 2017 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance in said budget is the sum of \$219,148.40.

WHEREAS, the attached list of temporary appropriations are within the above listed limitations,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Shrewsbury, in the County of Jersey, State of New Jersey, that the following appropriations be made and a certified copy of this resolution be transmitted to the Chief Municipal Financial Officer:

TEMPORARY APPROPRIATIONS – CY2018

GENERAL ADMINISTRATION

Salaries and Wages 12,000.00
Other Expenses 10,000.00

**MAYOR & TOWNSHIP
COMMITTEE**

Salaries and wages 2,500.00
Other Expenses 1,000.00

MUNICIPAL CLERK

Salaries and wages 9,000.00
Other Expenses 2,060.00

FINANCIAL ADMINISTRATION

Salaries and wages 5,000.00
Other Expenses 4,500.00

AUDIT SERVICES 4,000.00

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TAX COLLECTION

Salaries and wages	1,500.00
Other Expenses	500.00

TAX ASSESSMENT
ADMINISTRATION

Salaries and wages	1,750.00
Other Expenses	500.00

LEGAL SERVICES

Other Expenses	12,250.00
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ENGINEERING SERVICES

Other Expenses	3,000.00
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STATE UNIFORM UCC
CODE ENFORCEMENT
OFFICIAL

Salaries and wages	1,000.00
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HOUSING OFFICIAL

Salaries and wages	2,000.00
Other Expenses	250.00

INSURANCE
LIABILITY INSURANCE

Other Expenses	12,000.00
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WORKMEN'S COMPENSATION
INSURANCE

Other Expenses	9,000.00
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EMPLOYEE GROUP HEALTH
INSURANCE

Other Expenses	18,000.00
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UNEMPLOYMENT INSURANCE

Other Expenses	250.00
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PUBLIC SAFETY FUNCTIONS
O.E.M.

Salaries and wages	500.00
Other Expenses	100.00

FIRE HYDRANT

Other Expenses	1,750.00
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UNIFORM FIRE SAFETY ACT

(P.L.1983,Ch.383)

FIRE OFFICAL

Salaries and wages 375.00

PUBLIC WORKS

STREETS & ROADS

MAINTENANCE

Salaries and wages 16,000.00

Other Expenses 7,700.00

RECYCLING PROGRAM

Other Expenses 2,000.00

BUILDINGS & GROUNDS

Other Expenses 3,500.00

SOLID WASTE COLLECTION

Garbage & Trash Other Expenses 700.00

Bulk Container 100.00

HEALTH & WELFARE

SERVICES

VITAL STATISTICS

Other Expenses 125.00

ANIMAL SERVICES

Other Expenses 200.00

PARKS & RECREATION

RECREATION SERVICES &

PROGRAMS

Salaries and wages 1000.00

Other Expenses 500.00

CELEBRATION of PUBLIC

EVENTS

Other Expense 500.00

SENIOR CITZENS

Other Expenses 250.00

Other Expenses - SCAT 1,000.00

UTILITIES

ELECTRIC 2,000.00

WATER 600.00

NATURAL GAS 1,000.00

TELEPHONE 1,500.00

STREET LIGHTING 2,000.00

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STATUTORY EXPENDITURES

CONTRIBUTIONS TO:

PUBLIC EMPLOYEES PENSION 1,000.00
 SOCIAL SECURITY SYSTEM 3,000.00

UTILITY EXPENSES & BULK PURCHASES

SEWERAGE PROCESSING
 Other Expenses 48,000.00

SHARED SERVICE AGREEMENTS

MONMOUTH COUNTY 911 3,500.00

SHREWSBURY BORO

WEBSITE SERVICES 500.00

BOROUGH OF RED BANK COURT SERVICES

2,250.00

SHREWSBURY BORO FIRE DEPARTMENT SERVICES

5,000.00

RECYCLING TONNAGE GRANT 438.40

TOTAL CURRENT FUND \$219,148.40
TEMPORARY BUDGET

TEMPORARY BUDGET EXCEPTIONS

PRINCIPAL & INTEREST DUE 2016 84,500.00

SPECIAL EMERGENCY NOTES PAYABLE 2018 5,000.00

CAPITAL LEASE DUE MCIA 6,700.00

TOTAL TEMPORARY BUDGET \$96,020.00
EXCEPTIONS

TOTAL TEMPORARY BUDGET \$315,348.40

Name	Motion	Second	Ayes	Nays	Abstain	Absent
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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 January 1, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolution #2018-10
Cash Management Plan 2018

WHEREAS, N.J.S.A. 40A:5-14 requires that every local government unit in the State of New Jersey must have a cash management plan. The cash management plan lists the Governmental Unit Depository Protection Act (GUDPA) approved depository banks, any broker/dealers, and the approved investment instruments selected by the local unit’s governing body, and

WHEREAS, the cash management plan is adopted by resolution, usually at the reorganization meeting and may be amended at any time during the year to reflect changes due to changes in the laws, depositories, funds or investment, and

WHEREAS, the cash management plan will guide the investment of the local unit’s idle cash during periods that is not needed to meet obligations, and

WHEREAS, the Chief Financial Officer is charged with administration of the plan.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey that the following banking and financial institutions which are approved by the Department of Banking and Insurance under the Governmental Unit Depository Protection Act (GUDPA) are appointed as official depositories for the Township of Shrewsbury for the year 2018:

- TD Bank
- State of N. J. Cash Management Fund
- Chase
- Wells Fargo
- Community Bank of N. J.
- Valley National Bank
- Two River Community Bank
- Bank of America
- Investors Savings

And,

BE IT FURTHER RESOLVED, that the cash management plan is subject to audit and the NJSA 40A:5 et.seq., requires that cash management plan provide for the Chief Financial Officer to give the Mayor and

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Township Committee a monthly report that summarizes all investments made or redeemed over the past month, the organization holding the Township’s funds, the amount and interest earned and,

BE IT FURTHER RESOLVED, that N.J.S.A. 40A:5-14f provides that as long as Shrewsbury Township’s funds are deposited or invested as designated or authorized by the cash management plan, the Chief Financial Officer is relieved of any liability for any loss of such monies due to the insolvency or closing of any depository designated by, or for the decrease in value of any investment authorized by the cash management plan and,

BE IT FURTHER RESOLVED, that in order to guide the Chief Financial officer in making investments, the following factors must be considered:

- Preservation of capital: this means the principal invested is safe and secure;
- Liquidity: this means the ease with which the security can be converted to cash;
- Maturity requirements: this means timing the maturity of the investment to match the need for the cash;
- Costs and fees: this means the expenses associated with buying, storing and redeeming Investment Instruments, and,

BE IT FURTHER RESOLVED, that the Chief Financial Officer use the New Jersey Cash Management Fund as a benchmark for comparing performance of money market of Local Government Investment Pool’s (LGIP’s). The fund has a wider variety of investments available to it than LGIP’s or money market funds, and can be used as a reliable indicator of market performance.

BE IT FURTHER RESOLVED, that the Chief Financial Officer is instructed to invest the Township of Shrewsbury funds in only interest bearing banking and financial institutions which have been appointed by the Township Committee and to utilize the New Jersey Cash Management Fund to invest idle funds when not needed to meet Township of Shrewsbury obligations.

BE IT FINALLY RESOLVED, that a certified copy of this resolution be forwarded to the Chief Financial Officer, the Township Auditor and the Director of the Division of Local Government Services.

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 Meeting held on January 1, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolution #2018-11
Official Depositories

BE IT RESOLVED by the Township Committee of the Township of Shrewsbury that TD BANK, STATE OF N.J. CASH MANAGEMENT FUND, CHASE, WELLS FARGO, COMMUNITY BANK OF N.J., VALLEY NATIONAL BANK , TWO RIVER COMMUNITY BANK, INVESTORS BANK, and

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BANK OF AMERICA shall be the official depositories of all funds of the Township of Shrewsbury until further notice; and

BE IT FURTHER RESOLVED that such accounts in the name of the Township of Shrewsbury be open or kept with TD BANK, STATE OF N.J. CASH MANAGEMENT FUND, CHASE, WELLS FARGO, COMMUNITY BANK OF N.J., VALLEY NATIONAL BANK, TWO RIVER COMMUNITY BANK, INVESTORS BANK, and BANK OF AMERICA as shall be necessary for the deposit of funds for this Township in accordance with the statutes of the State of New Jersey which said accounts shall be for the deposit in said banks to the credit of this Township from time to time of any and all monies, checks, drafts, notes, acceptances, or other evidence of indebtedness either belonging to this Township or otherwise which may be or hereafter come into its possession and that aforesaid banks be and it is hereby authorized to make payment from the funds on deposit according to the checks, drafts or notes of this Township of Shrewsbury signed only by any one member of the Township Committee and the Financial Officer, or in the emergency situation of the absence of the Financial Officer, any two members of the Township Committee, shall be attested to by the Township Clerk in a resolution to the bank authorizing such signatures.

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 Meeting held on January 1, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolution #2018-12
Official Newspapers

BE IT RESOLVED that ASBURY PARK PRESS and STAR LEDGER are hereby appointed OFFICIAL NEWSPAPERS for the Township of Shrewsbury for the year 2018.

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 Meeting held on January 1, 2018.

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Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolution #2018-13
Cancelling Balances

WHEREAS, N.J.S.A. 40A:5-17 allows for the cancellation of property tax refunds or delinquent amounts in the amount of less than \$10.00; and

WHEREAS, the Governing Body of the Township of Shrewsbury may authorize a municipal employee chosen by said body to process without further action on their part, any cancellation of property tax refunds or delinquencies of less than \$10.00.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey, that the Tax Collector of the Township of Shrewsbury is hereby authorized to cancel said tax amounts as deemed necessary.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Tax Collector and Township Auditor.

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 January 1, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolution #2018-14
Resolution Fixing the Rate of Interest and Year end Penalty

WHEREAS, R.S. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for non-payment of taxes or assessments subject to any abatement or discount for the late payment of taxes or assessments as provided by law;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey that property taxes shall be due and payable

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quarterly on February 1st, May 1st, August 1st and November 1st of each year with a ten-day grace period, after which dates, if unpaid, shall become delinquent with interest charged as set forth below and reverting back to the due date on any quarterly installment of taxes.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey, hereby fix the rate of interest at 8% per annum on the first \$1500.00 of delinquency and 18% per annum on any amount in excess of \$1500.00.

BE IT FURTHER RESOLVED, that a 6% year end penalty be assessed on the last day of the fiscal year on delinquent accounts when in excess of \$10,000.00.

BE IT FURTHER RESOLVED, fixing a rate of not less than \$200.00 or more than \$600.00 for on-line tax searchers annual fee.

BE IT FURTHER RESOLVED, that a charge of \$5.00 is payable for a duplicate tax bill.

BE IT FINALLY RESOLVED, that a certified copy of this resolution be forwarded to the Tax Collector and Township Auditor.

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 Meeting held on January 1, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolution #2018-15
Authorizing Service Charges for Returned Checks

WHEREAS, P.L. 1990, Chapter 105, supplementing Title 40 of the New Jersey State Revised Statutes has been enacted to allow a municipality the authority to impose a service charge to be added on an account which was by check or other written instrument returned for insufficient funds; and

WHEREAS, whenever an account is owing a municipality for a tax or special assessment, the service charge authorized by this section shall be included on any list of delinquent accounts which is prepared for the enforcement of the lien.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey, that the Tax Collector be authorized to charge the aforementioned fee at a rate of \$35.00 per check, in addition to the current bank charge for insufficient funds, or other written instrument for all checks returned for insufficient funds during 2018; and

BE IT FURTHER RESOLVED, that the Tax Collector may require future payments to be tendered in cash or by certified or cashier’s check; and

REGULAR MEETING MINUTES

BE IT FURTHER RESOLVED, that the above service charge of \$35.00 plus the current bank charge for insufficient funds per check shall apply to all checks for all fee, permit and other service charges paid to the Township of Shrewsbury, and shall be collected by the Chief Municipal Finance Officer, and

BE IT FURTHER RESOLVED, that the Chief Municipal Finance Officer may require future payments to be tendered in cash or by certified or cashier’s check; and

BE IF FINALLY RESOLVED, that a certified copy of this resolution be forwarded to the, Tax Collector and Township Auditor.

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 Meeting held on January 1, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
RESOLUTION #2018-16

Appointing Community Development Block Grant Representative and Alternate for 2018

BE IT RESOLVED that Edward P. Nolan be and is hereby appointed COMMUNITYDEVELOPMENT BLOCK GRANT REPRESENTATIVE and that Suzanne M. Veitengruber 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		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 January 1, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury

REGULAR MEETING MINUTES

Resolution #2018-17

**Appointing Insurance Fund Commissioner for Monmouth County JIF
and Central Jersey HIF for 2018**

BE IT RESOLVED, that Suzanne M. Veitengruber be and is hereby appointed as SHREWSBURY TOWNSHIP FUND COMMISSIONER for 2018 representation to the Monmouth County Joint Insurance Fund and Central Jersey Health Insurance Fund.

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 Meeting held on January 1, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury

Resolution #2018-18

Confirming Salary of Deputy Emergency Management Coordinator

WHEREAS, New Jersey Statues Annotated (NJSA) Appendix A:9-33 et seq. (Chapter 251 P.L. 1942, as amended by Chapter 438, P.L. 1953) states that Mayor shall appoint a Municipal Emergency Management Coordinator, from among the residents of the municipality. Mayor Edward P. Nolan appoints Mayor Edward P. Nolan to serve as the Shrewsbury Township Emergency Management Coordinator, at no additional compensation, and

WHEREAS, each Emergency Management Coordinator shall appoint at least one Deputy Emergency Management Coordinator with the approval of the Mayor, Mayor Edward P. Nolan, hereby appoints Thomas Welsh as Deputy Emergency Management Coordinator to exercise all the duties of the Shrewsbury Township Office of Emergency Management at the salary of \$1,000 per year as outlined in the most recent salary ordinance of the Township of Shrewsbury,

NOW THEREFORE BE IT RESOLVED, that the Township Committee hereby concurs on the appointment of Thomas Welsh as Deputy Emergency Management Coordinator at the salary of \$1,000 per year.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Jennings		X	X			

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Puhak	X		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 January 1, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolution #2018-19
Authorizing the Appointment of a Public Agency Compliance Officer for the Year 2018

WHEREAS, the Department of Treasury, Affirmative Action Office requires that there be a designation of a public agency compliance officer for the Township; and

WHEREAS, the Township of Shrewsbury designates Suzanne M. Veitengruber, Chief Municipal Finance Officer, as their designated public agency compliance officer for the year 2018.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Shrewsbury, County of Monmouth, and State of New Jersey, as follows:

1. Suzanne M. Veitengruber is hereby designated as the public agency compliance officer on behalf of the Township of Shrewsbury for 2018.
2. That upon the adoption of the within resolution, the Municipal Clerk is authorized and directed to a certified copy of it to the Department of Treasury, Affirmative Action Office and Suzanne M. Veitengruber.

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 Meeting held on January 1, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolution #2018-20
Authorizing the Appointment of a Certifying Officer for the Public Employees Retirement System for the Year 2018

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WHEREAS, the Department of Treasury, Division of Pensions & Benefits, requires that there be a designation of a certifying officer and supervisor of the certifying officer for the Township; and

WHEREAS, “Certifying Officer” is defined in the New Jersey pension law to mean an officer or employee of the State or of an employer other than the State who is responsible for submitting information to and performing the duties relating to matters concerning the retirement system with respect to each of the employees of the employing location, as required by law, the board of trustees or commission, and the Division of Pensions and Benefits, and

WHEREAS, “Supervisor of the Certifying Officer” is defined in the New Jersey pension law to mean the immediate supervisor of the certifying officer,

WHEREAS, the Township of Shrewsbury would like to name Joanne Pavao Administrative Assistant, as the certifying officer, and Suzanne M. Veitengruber, Business Administrator/CMFO, as the supervisor of the certifying officer for the year 2018.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Shrewsbury, County of Monmouth, and State of New Jersey, as follows:

1. Suzanne Veitengruber is hereby designated as the supervisor of the certifying officer for the Public Employees Retirement System on behalf of the Township of Shrewsbury for 2018.
2. Joanne Pavao is hereby designated as the certifying officer for the Public Employees Retirement System on behalf of the Township of Shrewsbury for 2018.
3. That upon the adoption of the within resolution, the Clerk is authorized and directed to forward a certified copy of it to the Department of Treasury, Division of Pensions & Benefits and Suzanne Veitengruber and Joanne Pavao.

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 Meeting held on January 1, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolution #2018-21
Appointing the Assessment Search Official for the Year 2018

WHEREAS, the governing body of every municipality shall from time to time by resolution, designate the municipal clerk or municipal engineer as the person who shall make official certificates of searches as to municipal improvements authorized by Ordinance of the municipality, but not assessed, affecting any parcel or tract of land in said municipality where

REGULAR MEETING MINUTES

assessment will be made thereon pursuant to such Ordinance.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Shrewsbury that Suzanne Veitengruber is hereby designated as the Township's Assessment Search Official.

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 January 1, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolution #2018-22
Appointing the Township Tax Search Official for the Year 2018

WHEREAS, every municipality shall from time to time by resolution designate a bonded official of the municipality to make examination of its records as to unpaid municipal liens and to certify the result thereof

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Shrewsbury, County of Monmouth that Kelly Montecinos is hereby designated as the Township Tax Search Official.

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 Meeting held on January 1, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolutions #2018-23
Appointing Licensed C-1 and C-2 Operator

BE IT RESOLVED that MASER CONSULTING be and is hereby appointed LICENSED C-1 AND C-2 OPERATOR for the Township of Shrewsbury for the year 2018.

REGULAR MEETING MINUTES

BE IT RESOLVED that MASER CONSULTING be and is hereby appointed LICENSED C-1 AND C-2 OPERATOR for the Township of Shrewsbury for the year 2018.

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 Meeting held on January 1, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolution #2018-24
Appointing Recreation Director

BE IT RESOLVED that RICHARD BRUNSON be and is hereby appointed RECREATION DIRECTOR for the year 2018 at a salary of \$3,000 per year, and as amended by any 2018 Salary Ordinance.

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 Meeting held on January 1, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolution #2018-25
Adjusting the Grace Period for Late Fees for Dog and Cat Licenses

WHEREAS, the Township of Shrewsbury offers a free rabies clinic to coincide with the Licensing Period for dogs and cats, and

WHEREAS, a rabies clinic has been scheduled for Saturday, February 24, 2018.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey that the period for licensing dogs and cats is hereby extended to February 28, 2018 and

BE IT FURTHER RESOLVED, that monthly late fees will be applied to delinquent cat and dog licenses commencing March 1, 2018.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
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REGULAR MEETING MINUTES

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 Meeting held on January 1, 2018.

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. Puhak.

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

Robin Kane, 84 Belshaw Ave. – Happy New Year everyone. Requested snow markers for fire hydrants, again.

Sue Veitengruber – Thanked everyone for setting up today, Bob, Donna Johnson, her husband.

No further public comment.

– 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 January 9, 2018 at 7:00 PM.

ADJOURNMENT

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

Seconded by Committeemember JENNINGS and adopted on roll call by the following vote:

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

January 9, 2018
Respectfully submitted,

Teri Giercyk, RMC
Municipal Clerk

Approved: _____
Teri Giercyk, RMC

Date