



**Shrewsbury Township
1979 Crawford Street
Shrewsbury Township, New Jersey 07724**

**Katrina Thornton
Acting Municipal Clerk**

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

**Shrewsbury Township Committee
June 21, 2022
REGULAR MEETING - 6:00 PM**

MINUTES

CALL MEETING TO ORDER

In accordance with the requirements of Section 4(a) of C.231, P.L. 1975, the required Notice of this meeting was published in the Two River Times on January 13, 2022, in addition to posting on the bulletin board in the Municipal Building and filing a copy of said notice with the Acting Municipal Clerk.
www.townshipofshrewsbury.com.

**ROLL CALL Mr Glenwood Puhak, Mayor Lester Jennings, present
Ms Lettice is absent**

SALUTE TO THE FLAG

APPROVAL OF MINUTES

Regular Meeting Minutes – May 17, 2022)
Special Meeting Minutes – June 14, 2022

CORRESPONDENCE –

- OEM Coordinator requested by County
- AVMA School Bus issue and Vehicles traveling Shrewsbury Township roadways

REPORTS

Finance	Municipal Attorney
Housing Inspector/Code Enforcement	Public Works
Recreation	Safety & Neighborhood Watch

ORDINANCE(S) –

Ms. Thornton responds to question regarding reintroduction of the Ordinance 2022-04 being advertised via the Two River Times and adoption day 20 at next meeting, waiting for advertisement date.

**2022-04 – Reintroduction Bond Ordinance First Reading Improvements to Belshaw Ave
Puhak – Aye, Jennings- Aye, Ms Lettice absent**

**2022-05 – Amend Salary Ordinance 2021-03 for PT Bookkeeper Range
Puhak – Aye, Jennings- Aye, Ms Lettice absent**

RESOLUTIONS-

Resolution 2022 -64 – Accept the Resignation of Kenneth Wall, DPW FT-Employee

TOWNSHIP OF SHREWSBURY
RESOLUTION #2022-64
**ACCEPT THE RESIGNATION OF KENNETH WALL
AS PUBLIC WORKS FT- EMPLOYEE**

WHEREAS, Kenneth Wall, has held the position of Full-Time of Public Works in Shrewsbury Township for approximately 20 months; and

WHEREAS, on June 15, 2022, Mr. Wall submitted his letter of resignation effective June 30, 2022.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Shrewsbury, County of Monmouth, and State of New Jersey that the Township Committee hereby accepts the resignation of Kenneth Wall as a Full-Time Public Works employee of Shrewsbury Township effective June 30, 2022.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Lettice						X
Puhak	X		X			
Jennings		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 June 21, 2022.

Katrina Thornton, CMR
Acting Municipal Clerk

Lester Jennings
Mayor

Resolution 2022- 65 – Payment of Bills

**Township of Shrewsbury
Resolution #2022-65
PAYMENT OF BILLS DATED JUNE 21, 2022**

WHEREAS the Township Committee of the Township of Shrewsbury authorized payment of bills in the amount of \$ 111,183.38.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
LETTICE						X
PUHAK	X		X			
JENNINGS		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 June 21, 2022.

Katrina Thornton, CMR
Acting Municipal Clerk

Lester Jennings
Mayor

Thomas X. Seaman, CFO
Chief Financial Officer

Resolution 2022- 66 – OEM Coordinator Appointment/ Salary

Township of Shrewsbury
Resolution #2022-66
Confirming Salary of 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 Lester Jennings appoints Richard Brunson to serve as the Shrewsbury Township Emergency Management Coordinator, and

WHEREAS, each Emergency Management Coordinator shall appoint at least one Deputy Emergency Management Coordinator with the approval of the Mayor, Mayor Lester Jennings, hereby retains Thomas Welsh as Deputy Emergency Management Coordinator to exercise all the duties of the Shrewsbury Township Office of Emergency Management has requested his salary be transferred as outlined in the most recent salary ordinance of the Township of Shrewsbury, to Rich Brunson.

NOW THEREFORE BE IT RESOLVED, that the Township Committee hereby concurs on the appointment of Richard Brunson as Emergency Management Coordinator and Thomas Welsh as Deputy Emergency Management Coordinator

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Lettice						X
Puhak		X	X			
Jennings	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 June 21, 2022.

Katrina Thornton, CMR
Acting Municipal Clerk

Lester J Jennings
Mayor

Thomas X. Seaman, CFO
Chief Financial Officer

Resolution 2022- 67 – Approval of 2022 Salaries
Township of Shrewsbury
Resolution #2022-67

RESOLUTION OF THE TOWNSHIP OF SHREWSBURY, COUNTY OF MONMOUTH, STATE OF NEW JERSEY, SETTING 2022 SALARIES

WHEREAS, the Township of Shrewsbury Township Committee has approved the 2022 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 2022 Township of Shrewsbury Budget.

NOW THEREFORE LET IT BE RESOLVED the following salaries are set effective January 1, 2022 prorated, within the approved salary ranges:

Mayor	Lester Jennings	\$	3,355.00 per year
Township Committee Members	Lynda Lettice	\$	2,760.00 per year
	Glenwood Puhak	\$	2,760.00 per year

Chief Municipal Finance Officer	Thomas Seaman	\$	16,646.00 per year
Municipal Clerk /Registrar	Katrina Thornton	\$	18,500.00 per year
Web Maintenance Manager	Katrina Thornton	\$	1,040.00 per year
Deputy Registrar	Mary Russell	\$	255.00 per year
Tax Collector	Theresa Davis	\$	4,080.00 per year
Qualified Purchasing Agent	Theresa Davis	\$	520.00 per year
Tax Assessor	Gerald J. Briscione	\$	9,417.00 per year
Administrative Assistant/ Bookkeeper/Office Clerk	Katrina Thornton	\$	49,939.20 per year

Housing Officer	Thomas Welsh	\$	6,765.00 per year
Code Enforcement Officer	Thomas Welsh	\$	3,518.00 per year
Part Time Public Works	Keontae Wiggins	\$	16.00 per hour
Full Time Public Worker	(*06/30/22) Ken Wall	\$	25.50 per hour
Recreation Director	Rich Brunson	\$	4,994.00 per year
OEM Coordinator	(*)	\$	
Deputy OEM Coordinator	Thomas Welsh	\$	1,061.00 per year
Fire Official	Thomas Welsh	\$	780.00 per year
Recreation Program Counselor/ Coordinator of Celebration of Public Events	Katrina Thornton Lynda Lettice	\$	- 0 - per hour

***Open Position**

I hereby certify the above to be a true copy of the resolution adopted by the Township Committee at the Meeting held on June 21, 2022.

Katrina Thornton, CMR
Acting Municipal Clerk

Lester Jennings
Mayor

Thomas X. Seaman, CFO
Chief Financial Officer

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

Resolution 2022- 68 – Authorize Tax Overpayment Rose Astuto
Township of Shrewsbury
Resolution #2022-68

RESOLUTION OF THE TOWNSHIP OF SHREWSBURY AUTHORIZING THE REFUND OF OVERPAYMENT OF TAXES ROSE ASTUTO

WHEREAS, the Tax Collector has requested refunds to be processed for the following property for a duplicate payment of the 2022 2nd, made by Clear Skies Title Agency, 16 Bleeker St, Millburn, NJ 07041.

NOW, THEREFORE BE IT RESOLVED, by the Committee of the Township of Shrewsbury that the above Title Company have due to them the refund, for the following property.

Block	Lot	Owner	Address	Amount	Reason
1	416	Rose Astuto	416 Crawford St	\$ 1,086.90	Duplicate Payment

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Lettice						X
Puhak		X	X			
Jennings	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 June 21, 2022.

Katrina Thornton,CMR
Acting Municipal Clerk

Lester Jennings
Mayor

Thomas X. Seaman, CFO
Chief Financial Officer

Township of Shrewsbury
Resolution #2022-69

RESOLUTION TO APPROVE THE MSP WITH TARGET TECHNOLOGIES IT PROFESSIONAL SERVICES

WHEREAS, the Township of Shrewsbury, County of Monmouth, State of New Jersey has had an annual contract with Target Technologies to provide IT services to the Municipal Buildings and Employees and

WHEREAS, the Township of Shrewsbury, County of Monmouth, State of New Jersey wishes to continue this service; and

WHEREAS, it is necessary to set forth the responsibilities of both parties in this agreement; and

WHEREAS, the Chief Municipal Finance Officer will place sufficient funds for this contract in the CY 2022 Budget.

NOW THEREFORE BE IT RESOLVED, by the Township of Shrewsbury, County of Monmouth, State of New Jersey that the Target Technologies agreement and contract is hereby approved for the period of June 21, 2022 through June 30, 2023.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Lettice						X
Puhak		X	X			
Jennings	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 21, 2022.

Katrina Thornton
Acting Municipal Clerk

Lester Jennings
Mayor

Thomas X Seaman, CFO
Chief Financial Officer

Resolution 2022- 70 - Approval of Shared Agreement with Borough of Red Bank EMS Services
Township of Shrewsbury
Resolution #2022-70

RESOLUTION TO APPROVE SHARED SERVICE AGREEMENT BETWEEN THE BOROUGH OF RED BANK AND THE TOWNSHIP OF SHREWSBURY FOR EMERGENCY MEDICAL SERVICES

WHEREAS, the Uniform Shares Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. authorizes municipalities to contract with each other for shared services; and

WHEREAS, the Borough of Red Bank has entered into a Professional Service Contract with the Community Health Group d/b/a JFK University Medical Center for emergency medical ambulance services within the Borough from January 1, 2022 to December 31, 2023;

WHEREAS, the Borough of Red Bank and the Township of Shrewsbury wish to enter into a Shared Service Agreement for emergency medical services provided by the Borough of Red Bank through its contractor aforesaid to Shrewsbury Township as a Shared Service Agreement for CY2022 at an annual fee of \$8,000.00 per year and at a rate of \$666.67 per month, beginning January 1, 2022 and terminating December 31, 2022; and

WHEREAS, the Chief Financial Officer will place sufficient funds for this contract in the CY2022 municipal budget; and,

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey, that the Mayor is hereby authorized to execute a Shared service Agreement, prepared by the Township Attorney with the Borough of Red Bank for emergency medical services for the benefit of Shrewsbury Township commencing January 1, 2022 and terminating December 31, 2022 for an annual fee of \$8,000.00; and at a rate of \$666.67 per month, beginning January 1, 2022 and terminating December 31, 2022.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Lettice						X
Jennings		X	X			
Puhak	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 June 21, 2022.

Katrina Thornton,CMR
Acting Municipal Clerk

Lester Jennings
Mayor

Thomas X Seaman, CFO
Chief Financial Officer

Resolution 2022- 71 – Approval of Agreement with Collier Engineering for Professional Services
TOWNSHIP OF SHREWSBURY
RESOLUTION #2022-71

APPROVAL OF AGREEMENT FOR PROFESSIONAL SERVICES CONTRACT TO COLLIER
ENGINEERING DESIGN, INC

WHEREAS, the Township of Shrewsbury, County of Monmouth, State of New Jersey has had an annual contract with Collier Engineering Design, Inc for engineering services for the Township of Shrewsbury and

WHEREAS, the Township of Shrewsbury, County of Monmouth, State of New Jersey wishes to continue this service; and

WHEREAS, it is necessary to set forth the responsibilities of both parties in this agreement; and

WHEREAS, the Chief Municipal Finance Officer will place sufficient funds for this contract in the CY 2022 Budget.

NOW THEREFORE BE IT RESOLVED, by the Township of Shrewsbury, County of Monmouth, State of New Jersey that the Collier Engineering Design, Inc agree and the contract is hereby approved for the period of January 1, 2022 through December 31, 2022.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
LETTICE						X
JENNINGS	X		X			
PUHAK		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 June 21, 2022.

Katrina Thornton, CMR
Acting Municipal Clerk

Lester Jennings
Mayor

Thomas X. Seaman, CFO
Chief Financial Officer

**Resolution 2022 - 72 – Authorizing Advertisement for a Full-Time DPW Worker
TOWNSHIP OF SHREWSBURY**

RESOLUTION #2022-72

RESOLUTION AUTHORIZING ADVERTISEMENT FOR A FULL-TIME DPW WORKER

WHEREAS, the Township of Shrewsbury needs a licensed water operator or Full-Time DPW Laborer in compliance with New Jersey Full-Time DPW Laborer; 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 Full-Time DPW Laborer, 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
LETTICE						X
PUHAK		X	X			
JENNINGS	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 June 21, 2022.

 Katrina Thornton,CMR
 Acting Municipal Clerk

 Lester Jennings
 Mayor

NEW BUSINESS – None

OLD BUSINESS – None

PUBLIC PORTION – PLEASE STATE YOUR NAME AND ADDRESS FOR THE MINUTES

Assemblywoman of NJ Legislature Kim Eulner introduced herself to everyone and provided her address in Shrewsbury Borough. She stated that she was interested in the Township and that she was there to help, even if no one voted for her.

Furthermore, reach out on any issue that was a concern for the residents. Ms. Eulner, stated she was working on lowering property taxes.

Robin Kane – 84 Belshaw inquired about the NJ State police to see if she could assist with have more of a presence in the community.

Mr. Anthony provided a synopsis of the situation and communications that he had with recent inquiries.

Rich Osis – inaudible spoke in regards to the issues with the traffic and speeding in the Township and the need for the NJ State Police. He Thanked Ms. Eulner for coming and hoped that she could assist.

Mr. Anthony again explained the contact

Close Section Moved Mayor Jennings, Second Mr Puhak and Ms Lettice is absent.

DATE OF NEXT MEETING – Regular Meeting July 19 2022 at 6:00 P.M.

EXECUTIVE SESSION - NONE

ADJOURNMENT