



REGULAR MEETING MINUTES

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

**Teri Giercyk, RMC
Municipal Clerk**

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Shrewsbury Township Committee

November 27th 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, 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 – 11/11/2018

Moved by Mayor Nolan, seconded by Mr. Puhak.

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

CORRESPONDENCE

- 1. Monmouth County Board of Health** – Key Activity Report October 2018
- 2. Borough of Eatontown** – Notice of Public Hearing for Master Plan and Development Regulations Reexamination Report

Moved by Mayor Nolan, seconded by Mr. Puhak.

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

REPORTS:

FINANCE:

Mrs. Suzanne Veitengruber – RFPs were opened today at 11 AM. One attorney, one auditor, and one for bond counsel. Three for engineer, she recommends Maser engineering. Notice to contact herself of municipal clerk during short staffing this past month and next month. Payroll and the P.O.s are being completed. Katrina Thornton filled in during tax period, she did great job. Starting JCP&L project, Maser will be submitting a proposal. Hi Volt can connect the lights in the park. Will need to go out to bid for electrician, as it will be over the bid threshold. Waiting for status of CDBG project, \$158,784 grant. It will be funded as of

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December 23 from bond ordinance. This is for the sewer project. Pole that split in front of town hall was completely rotten inside, will have to move more poles. No news on DOT grant.

HOUSING INSPECTOR/CODE ENFORCEMENT:

Mrs. Suzanne Veitengruber – Spoke to Tom Welsh today, two COs failed for furnace.

MUNICIPAL ATTORNEY:

Mr. Gene Anthony – Shared service agreements on for tonight’s agenda.

PUBLIC WORKS:

Mr. Puhak – Read over report submitted by Mr. Foster.

DPW Report. 11/5/18-11/27

1. Install new green acres sign at park
2. Cleaned up after storm 10/27
3. Cleaned all drains tops
4. Received Halloween decorations from sickles farm market donation
5. Two loads of leaves
6. Pole leaning on Crawford Traffic control
7. Replaced front wheel on 48-inch lawnmower walked behind
8. Removed all Halloween decorations in Townhall
9. Starting to put up Christmas decorations on front entrance
10. Cleaned all drain tops of leaves from storm 11/24
11. Have done four loads of leaves so far

RESOLUTIONS:

Township of Shrewsbury

Resolution #2018-110

Resolution authorizing Bonds aggregating the principal sum not to exceed \$483,000 authorized by Bond Ordinance heretofore adopted to finance part of the cost of various general improvements in the Township of Shrewsbury, County of Monmouth, New Jersey into one consolidated issue of Bonds and providing for the form, maturities and other details of said consolidated issue

November 27, 2018

WHEREAS, the Township Committee of the Township of Shrewsbury, in the County of Monmouth, New Jersey (the “Township”), has heretofore adopted a bond ordinance authorizing bonds to finance part of the cost of various general improvements in the Township; and

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WHEREAS, it is necessary to issue bonds pursuant to said ordinance in an aggregate principal amount not to exceed \$483,000 and it is deemed advisable and in the best interests of the Township, for the purpose of the orderly marketing of said bonds and for other financial reasons, to combine the bonds authorized under said ordinance into one consolidated issue in the aggregate principal amount not to exceed \$483,000 pursuant to the Local Bond Law, constituting Chapter 2 of Title 40A of the Revised Statutes of New Jersey; **NOW, THEREFORE**,

BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF SHREWSBURY IN THE COUNTY OF MONMOUTH, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) that:

There shall be issued bonds of the Township in the following principal amount pursuant to the following bond ordinance:

A. An amount not to exceed \$483,000 bonds, being all of the bonds authorized by an ordinance entitled: (Ord. No. 2018-07)

“BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENT PROJECTS, APPROPRIATING \$659,784 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$483,000 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”,

heretofore finally adopted. The average period of usefulness stated in said ordinance is twenty (20) years.

Section 2. The bonds referred to in Section 1 hereof are hereby combined into one consolidated issue of bonds in the aggregate principal amount not to exceed \$483,000 and are sometimes hereinafter collectively referred to as the “Bonds.” The bonds referred to in Subsection A shall be designated “General Obligation Bonds, Series 2018” and shall be numbered from one (1) consecutively upward with a prefix designating the series. The bonds of said consolidated issue shall be dated the date of delivery of the Bonds and will be issued in fully registered form. The Bonds of said issue (i) shall be dated the date of delivery of the Bonds, (ii) shall mature in the years 2019 through 2038, inclusive, or such other years as may be determined by the Chief Financial Officer, (iii) shall bear interest at the interest rates per annum as determined by the Chief Financial Officer, (iv) shall be sold at such price or prices as determined by the Chief Financial Officer, and (v) may be subject to redemption prior to their stated maturities as determined by the Chief Financial Officer, as shall be set forth in the proposal for the purchase of the Bonds acceptance of which is authorized pursuant to Section 5 hereof. The Bonds shall be numbered one consecutively upward, and will be issued in fully registered form.

Section 3. The Bonds shall be payable as to interest at the corporate trust office of U.S. Bank National Association, Morristown, New Jersey, payable on the November 15 and May 15 prior to each December 1 and June 1, commencing June 1, 2019, in an amount equal to the interest accruing to each such December 1 and June 1, and payable as to principal at the corporate trust office of U.S. Bank National Association, payable on the first day of the month of the due date therefor. Interest on the Bonds shall be calculated on the basis of a 360-day year or twelve 30-day calendar months.

Section 4. The Bonds shall be signed by the Mayor or Deputy Mayor and the Township Chief Financial Officer, by their manual or facsimile signatures, and the corporate seal of the Township shall be

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affixed thereto, or imprinted or reproduced thereon and shall be attested by the manual or facsimile signature of the Clerk or Deputy Clerk of the Township.

Section 5. The Bonds are hereby sold and awarded to the Monmouth County Improvement Authority (the "Authority") by an Authorized Officer at a price determined by the Authorized Officer pursuant to the terms of a Bond Purchase Agreement between the Township and the Authority (the "Bond Purchase Agreement"). The Mayor and Deputy Mayor are hereby authorized on behalf of the Township to execute the Bond Purchase Agreement by and between the Township and the Monmouth County Improvement Authority and the Continuing Disclosure Agreement by and between the Township and U.S. Bank National Association, if necessary.

Section 6. The Bonds and the registration provisions endorsed thereon shall be in substantially the following form:

Section 7. The Township Chief Financial Officer is hereby authorized and directed (a) to cause a copy of the written opinion with respect to the Bonds which is to be rendered by the firm of GluckWalrath LLP (complete except for omission of its date) to be printed or referred to on the Bonds, and at the time of the original delivery of payment for the Bonds and when such written opinion is rendered, to cause the Township Clerk to certify to the truth and correctness of such copy of opinion by executing on each of said Bonds, by manual or facsimile signature, a certificate subjoined to each such copy, and to file a signed duplicate of such written opinion in such Clerk's office and at each place at which the Bonds are payable, (b) to cause the applicable CUSIP number (if any) assigned for each of said Bonds by the CUSIP Service Bureau of Standard & Poor's Corporation of New York, New York, to be printed on each of the Bonds, and (c) to cause, in the event that the Bonds shall qualify for issuance of any policy of municipal bond insurance at the option of the purchaser thereof, such legend or reference (if any) of such insurance to be printed (at the expense of such purchaser) on the Bonds.

Section 8. Upon the date of issue of the Bonds, being the date of delivery of the Bonds to the Authority and the payment of the purchase price thereof in accordance with the Bond Purchase Agreement, the Township Chief Financial Officer is hereby authorized and directed as of said date of issue, to execute and deliver to said purchaser (a) an arbitrage certification with respect to the Bonds under and for the purpose of Section 148 of the Internal Revenue Code of 1986, as amended (the "Code"), and (b) an accompanying opinion of GluckWalrath LLP as of said date of issue with respect to said arbitrage certification for the purposes of said Section 148.

Section 9. The proceeds of the Bonds shall be applied in the amounts and for the purposes provided in Section 1 hereof, and to pay and fund any bond anticipation notes theretofore issued for such purpose and then outstanding.

Section 10. The Mayor or Deputy Mayor and Township Chief Financial Officer are hereby authorized and directed, as is the Township Clerk, to execute all documents and certificates, necessary for the sale and delivery of said Bonds.

Section 11. This resolution shall take effect immediately.

AYES: JENNINGS, PUHAK, AND NOLAN.

NAYS: NONE.

ABSTAIN: NONE.

ABSENT: NONE.

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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 November 27, 2018.

Teri Giercyk, RMC

Edward Nolan, Mayor

Township of Shrewsbury

Resolution #2018-111

Resolution of the Township of Shrewsbury, granting a temporary unpaid leave of absence to a township employee

WHEREAS, the Township of Shrewsbury Township Committee Employee Handbook provides for five days leave of absence without pay for full time employees, and

WHEREAS, the Employee Handbook references the Federal Family Medical Leave Act which provides unpaid leaves of absence, and continues the employee’s health benefits during such leave , and

WHEREAS, Joanne Pavao has requested a temporary unpaid leave of absence effective November 28, 2018 through December 31, 2018 due to health issues, and

WHEREAS, the Township Committee of Shrewsbury Township wishes to grant temporary leave without pay to Joanne Pavao, and recognizes that Joanne Pavao may return to work prior to December 31, 2018 upon medical clearance, and

WHEREAS, the Township of Shrewsbury will continue the employee’s health benefits during this temporary unpaid leave of absence, and

WHEREAS, the employee will be responsible for their employee medical health insurance contribution of \$91.28 per month, and must be received by December 1, 2018,

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Shrewsbury, County of Monmouth, that Joanne Pavao is granted a temporary leave of absence effective November 28, 2018 through December 31, 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 November 27, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward Nolan
Mayor

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Township of Shrewsbury
Resolution #2018-112

Resolution authorizing additional compensation to Suzanne Veitengruber for assuming duties of the Bookkeeper/Administrative Assistant during an employee’s temporary unpaid leave

WHEREAS, the Township Committee of the Township of Shrewsbury, County of Monmouth has granted a temporary unpaid leave of absence to an employee who performs essential function and duties; and

WHEREAS, the Township Committee of the Township of Shrewsbury recognizes the need to continue these functions such as purchasing, payroll, and bill payment, and

WHEREAS, the Chief Municipal Finance Officer, Suzanne Veitengruber has expended an additional 25 to 30 hours per week to provide these services,

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey, the Chief Municipal Finance Officer, Suzanne Veitengruber is hereby authorized to be compensated for the functions and duties of the Administrative Assistant/Bookkeeper at the rate of \$500.00 per month for the months of November and December 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 November 27, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward P. Nolan
Mayor

Township of Shrewsbury
Resolution #2018-113

Resolution to authorize Shared Service Agreement between Shrewsbury Township and Shrewsbury Borough for Website Maintenance

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

WHEREAS, the Township of Shrewsbury and the Borough of Shrewsbury have previously entered into a Shared Service Agreement for Website Maintenance for the year 2018; and

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WHEREAS, the Borough of Shrewsbury wishes to continue providing a Shared Service for Website Maintenance to the Township of Shrewsbury at the rate of \$1000.00 per year as the previous year; and

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

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey approves a Shared Service Agreement with Borough of Shrewsbury for the period commencing January 1, 2019 and ending December 31, 2019 in the amount of \$1,000.00 per annum.

BE IT FURTHER RESOLVED that the Mayor is authorized to sign said agreement which shall be prepared by the Township Attorney and attested by the Municipal Clerk.

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 November 27, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward Nolan
Mayor

Township of Shrewsbury

Resolution #2018-114

Resolution to authorize Shared Service Agreement between Shrewsbury Township and Shrewsbury Borough for Emergent Fire Protection 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 Township of Shrewsbury and the Borough of Shrewsbury have previously entered into a Shared Service Agreement for Fire Protection Services for the years 2010 through 2017; and

WHEREAS, the Borough of Shrewsbury wishes to continue providing a Shared Service for Fire Protection to the Township of Shrewsbury at the same rate of \$10,000.00 per year as the previous; and

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WHEREAS, the Chief Municipal Financial Officer has certified that funds will be available in the 2018 Township of Shrewsbury Budget.

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey approves a Shared Service Agreement with the Borough of Shrewsbury for the period commencing January 1 2019 and ending December 31, 2019 in the amount of \$10,000.00 per annum.

BE IT FURTHER RESOLVED, that the Mayor is authorized to sign said agreement, which shall be prepared by the Township Attorney and attested by the Municipal Clerk.

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 November 27, 2018.

Teri Giercyk, RMC
Municipal Clerk

Edward Nolan
Mayor

Township of Shrewsbury
Resolution #2018-115
Payment of Bills

The Township Committee of the Township of Shrewsbury hereby authorizes payment of the Bills in the amount of **\$86,213.60.**

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Jennings			X			
Puhak		X	X			
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 Regular Meeting held on November 27, 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. Jennings.

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

Marcia Eagone 418 Crawford Street – There are lights out at the end of Crawford Street.

Mayor Nolan is aware and it has been reported.

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 December 11, 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.

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

December 11, 2018.

Respectfully submitted,

Teri Giercyk, RMC
Municipal Clerk

Approved: _____
Teri Giercyk, RMC

Date