



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

**Pamela D. Howard, RMC
Municipal Clerk**

**Phone (732) 542-0572
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Shrewsbury Township Committee

December 8, 2020

REGULAR MEETING - 4:00 PM

MINUTES

CALL MEETING TO ORDER

In accordance with the requirements of Section 4(a) of C.231, P.L. 1975, the require Notice of this meeting was published in the Two River Times on August 10, 2020, in addition to posting on the bulletin board in the Municipal Building and filing a copy of said notice with the Municipal Clerk.

ROLL CALL

GOVERNING BODY MEMBERS PRESENT: Lynda Lettice, Mayor Lester Jennings and Mayor Glenwood Puhak (by telephone)

TOWNSHIP OFFICIALS PRESENT: Township Attorney Gene Anthony and Municipal Clerk, Pamela D. Howard.

SALUTE TO THE FLAG

APPROVAL OF MINUTES

Regular Meeting Minutes – November 10, 2020

Moved by Deputy Mayor Jennings, Mayor Puhak
Ms. Lettice, Mr. Jennings and Mayor Puhak

CORRESPONDENCE – NONE

REPORTS -

FINANCE – NONE

HOUSING INSPECTOR/CODE ENFORCEMENT: NONE

RECREATION: Mr. Brunson stated the gym was shut down by Committee until further notice and he did not have anything else to report.

UTILITIES: Ms. Lettice stated the utility pole was finally taken down with the help of Katrina Thornton. Mrs. Kane stated she made phone calls as well as Ruthie.

MUNICIPAL ATTORNEY: stated two shared service agreements were on the agenda tonight and they were for Eatontown providing emergent fire protection and Neptune Township allowing the use of the Municipal Clerk. He stated a handicap parking space will be eliminated tonight because research had to be done. The Governing body said the Public Works Director could supervise it but this is something that should be done by the Committee. He stated he would bring back the authority to the Committee. He stated they had a list of all spaces and spaces not in use will be removed. He stated they would be inspected by Mr. Wall. Also a grant application for illegal dumping is being applied for.

PUBLIC WORKS: Deputy Mayor Jennings read the Public Works Report in its entirety:

PUBLIC WORKS REPORT

December 8, 2020

On a daily basis the municipal building was cleaned and garbage discarded.

Leaf clean up at main building, leaves were removed. Filled potholes on Crawford St. Bought tulip bulbs at Lowes and began planting. Cleaned leaves away from catch basins and picked up all piles. Picked up 2

refrigerators. Set up for voter polling. Put out Veterans day flags. Removed broken poll on Barker Ave and Crawford Street. Installed Handicap spot on Belshaw Ave. Cleaned up leaves in the park. Went and met with Jim about the parking spot in front of his home. Cut and removed old asphalt from in front of 118 Barker Ave. Dumped old asphalt at Stavola and got clean stone. Put clean stone in at 118. Installed new side steps on pickup truck. Picked up asphalt and repaved parking spot at 118. Picked up some soil and seed and repaired next to the parking spot. Picked up no parking signs and polls. Put together no parking signs for the Crawford St project starting on November 23. Started to reduce and shape Kanzan Cherry trees on Barker Ave. Also got no parking digital signs for Crawford Ave. Clean leaves on Crawford St. and cleaned leaves in the park. Fixed hydraulic line on leaf vac. Put hand sanitizing stations at main building. Finished reducing the Kanzan Cherry trees. Made sure leaves were away from catch basins. Cleaned up all leaf piles on road ways. Put up new bathroom soap dispensers, removed old ones and filled holes. Put together air purifiers for main building. Pulled old insulation in conference room. Put together head scanner.

Submitted by Kenneth Wall, Public Works Department

SAFETY AND NEIGHBORHOOD WATCH: NONE

RESOLUTIONS-

TOWNSHIP OF SHREWSBURY

RESOLUTION #2020-130

AUTHORIZE SHARED SERVICE AGREEMENT BETWEEN THE BOROUGH OF EATONTOWN AND THE TOWNSHIP OF SHREWSBURY 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 Borough of Eatontown and the Township of Shrewsbury wish to enter into a shared service agreement for Emergent Fire Protection services for the year 2021; and

WHEREAS, the Borough of Eatontown (“Borough”) wishes to provide shared services with the Township of Shrewsbury (“Township”) for the provision of Emergent Fire Protection Services, for an annual fee of \$10,000.00 beginning January 1, 2021 and terminating December 31, 2021; and

WHEREAS, the Chief Financial Officer hereby certifies the availability of funds in the amount of \$10,000.00.

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 enter into a shared service agreement, prepared by the Township Attorney with the Borough of Eatontown for Emergent Fire Protection Services for the benefit of Shrewsbury Township commencing January 1, 2021 and ending December 31, 2021 for an annual fee of \$10,000.00.

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

TOWNSHIP OF SHREWSBURY

RESOLUTION #2020-131

RESOLUTION AUTHORIZING SHARED SERVICE AGREEMENT BETWEEN NEPTUNE TOWNSHIP AND SHREWSBURY TOWNSHIP FOR MUNICIPAL CLERK SERVICES

WHEREAS, the Township of Shrewsbury is in continued need of a part-time Municipal Clerk to provide services of a Municipal Clerk for Shrewsbury Township; and

WHEREAS, the Uniform Shared 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 entered into a Shared Service Agreement with Neptune Township on February 12, 2019, through December 31, 2019 and again on January 1, 2020 through December 31, 2021; and

WHEREAS, the Township of Shrewsbury wishes to continue with the Shared Service Agreement with Neptune Township in order to share Neptune Township's Deputy Clerk, Pamela Howard, for one 7-hour day, 8 am to 4 pm (one hour lunch) per week during regular business hours, namely Tuesdays, at an hourly salary to be determined by the Municipal Budget and Salary Ordinance, while allowing Ms. Howard to work privately for Shrewsbury Township under a contract separate and distinct from this Agreement for other hours outside of Tuesday, such as evenings and Saturdays, so as not to conflict with her position in Neptune Township, per the 2021 Salary Ordinance of Shrewsbury Township.

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 governing body hereby authorizes the Township of Shrewsbury to enter into a Shared Service Agreement with Neptune Township for the shared services aforesaid and the terms set forth above.

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

TOWNSHIP OF SHREWSBURY

RESOLUTION #2020-132

RESOLUTION AUTHORIZING REMOVAL OF HANDICAPPED PARKING AT 48 BARKER AVENUE AS ALLOWED BY ORDINANCE RELATING TO ESTABLISHMENT OF RESTRICTED PARKING SPACES FOR HANDICAPPED PERSONS AND ALL PARKING FACILITIES UNDER THE JURISDICTION OF THE TOWNSHIP OF SHREWSBURY AND WITH REGARD TO PUBLIC STREETS AND PARKING LOTS AND THE ENFORCEMENT THEREOF

WHEREAS, the Township Committee has adopted an Ordinance and amendments thereto relating to the establishment of handicap parking spaces in all parking facilities under the jurisdiction of the Township of Shrewsbury and with regard to public streets and parking lots and the enforcement thereof; and

WHEREAS, the aforesaid Ordinance allows approval or denial, admission or deletion of parking spaces based on the recommendation of the Township Clerk and approval by the Township Committee by Resolution; and

WHEREAS, it has been recommended by a citizen and reviewed by our Public Works Employees that a prior handicapped parking space for 48 Barker Avenue should be deleted. The aforesaid handicap space at 48 Barker Avenue does not appear to be in use by the public and in particular, those members of the public who are handicapped.

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Shrewsbury, County of Monmouth and State of New Jersey hereby authorizes the deletion and removal of the resident handicapped parking spot located at 48 Barker Avenue, and further authorizes the Public Works Department to remove all signage and markings related to the prior handicapped parking designation.

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

TOWNSHIP OF SHREWSBURY

Resolution 2020-133

A RESOLUTION REQUESTING PERMISSION FOR THE DEDICATION BY RIDER FOR ENGINEERING FEES

WHEREAS, permission is required of the Director of the Division of Local Government Services for approval as a dedication by rider of revenues received by a municipality when the revenue is not subject to reasonably accurate estimates in advance; and

WHEREAS, N.J. S.A. 40A:4-39 provides that the Director of the Division of Local Government Services may approve expenditures or moneys by dedication by rider; and

WHEREAS, on July 14, 2020 the Township of Shrewsbury adopted and submitted Resolution 2020-83 to the Director of the Division of Local Government Services and was returned due to clerical error; and

WHEREAS, the correction has been made; and,

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

1. The Governing Body does hereby request permission of the Director of the Division of Local Government Services to pay expenditures under the provisions of N.J.S.A.40:55D-53.1, as for the exclusive purpose to use payment of Engineering Fees to assist in the marshaling of public and private monies dedicated to the necessary engineering reviews and other related expenses.
2. The Clerk of the Township of Shrewsbury, County of Monmouth is hereby directed to forward two certified copies of this Resolution to the Director of the Division of Local Government Services.

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

TOWNSHIP OF SHREWSBURY

Resolution 2020-134

A RESOLUTION REQUESTING PERMISSION FOR THE DEDICATION BY RIDER FOR STREET OPENING DEPOSITS

WHEREAS, permission is required of the Director of the Division of Local Government Services for approval as a dedication by rider of revenues received by a municipality when the revenue is not subject to reasonably accurate estimates in advance; and

WHEREAS, N.J. S.A. 40A:4-39 provides that the Director of the Division of Local Government Services may approve expenditures or moneys by dedication by rider; and

WHEREAS, on July 14, 2020 the Township of Shrewsbury adopted and submitted Resolution 2020-83 to the Director of the Division of Local Government Services and was returned due to clerical error; and

WHEREAS, the correction has been made; and,

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

3. The Governing Body does hereby request permission of the Director of the Division of Local Government Services to pay expenditures under the provisions of N.J.S.A.40A:4-39, for the exclusive purpose to use payment of Street Opening Deposits to assist in the marshaling of public and private monies dedicated to the necessary engineering reviews and other related expenses.
4. The Clerk of the Township of Shrewsbury, County of Monmouth is hereby directed to forward two certified copies of this Resolution to the Director of the Division of Local Government Services.

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

AUTHORIZE CANCELLATION OF CAPITAL ORDINANCES

WHEREAS, certain General Capital Improvement appropriation balances remain dedicated to projects now completed: and

WHEREAS, it is necessary to formally cancel said balances so that the unexpended balances may be credited to the Capital Fund Balance, and unused debt authorizations may be cancelled:

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey, that the following unexpended and dedicated balances of General Capital Appropriations be cancelled:

ORD No.	DATE AUTH.	PROJECT DESCRIPTION	AMOUNT CANCELLED FUNDED	AMOUNT CANCELLED
	10-23-07	Various Capital Projects		\$11,622.00
2015-06	8-12-14	Improvement to Municipal Buildings		\$132,550.00

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

Township of Shrewsbury

Resolution #2020-137

Authorizing the Transfer of 2020 Appropriations

WHEREAS, Title 40A:4-58 provides that should it become necessary during the last two months of the fiscal year to expend for any of the purposes specified in the budget an amount in excess of any respective sums appropriated therefore and there shall be an excess in any appropriation over and above the amount deemed to be necessary to fulfill the purpose of such appropriation, the Governing Body may by resolution setting forth the facts adopted by not less than 2/3 vote of the full membership thereof, transfer the amount of such excess of those appropriations deemed to be insufficient; and

WHEREAS, the Governing Body further finds and declares that the Chief Municipal Finance Officer has determined that the following transfers are both necessary and appropriate; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Shrewsbury, County of Monmouth that the Chief Municipal Finance Officer is hereby authorized to make the following transfers in the CY 2020 Budget.

CURRENT FUND

<u>Account</u>	<u>From</u>	<u>To</u>	
0-01-23-220-000 Insurance-Group	\$ 24,000		
		0-01-20-100-010 Admin -SW	\$6,000
		0-01-20-155-020 Legal-OE	\$5,000
		0-01-28-370-010 Rec-SW	\$3,000
		0-01-26-310-020 Building-OE	\$10,000
<u>Total</u>	\$ 24,000		<u>\$24,000</u>

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

Township of Shrewsbury

Resolution #2020-138

AUTHORIZE PAYMENT OF BILLS

The Township Committee of the Township of Shrewsbury hereby authorizes payment of the Bills in the amount of \$ 217,011.87 .

Name	Motion	Second	Ayes	Nays	Abstain	Absent
LETTICE		X	X			
JENNINGS	X		X			
PUHAK			X			

Township of Shrewsbury

Resolution #2020-139

RESOLUTION AUTHORIZING PROFESSIONAL CONTRACT WITH MASER CONSULTING, PA, TO PREPARE NJDEP ILLEGAL DUMPING PROGRAM APPLICATION

WHEREAS, The DEP’s Compliance and Enforcement program has developed an Illegal Dumping Program – Collaboration and Deterrence project (IDP – CAD) that will empower municipalities to take an active role in combating illegal dumping; and,

WHEREAS, Twelve Q-Star Technology FlashCam cameras will be distributed to select communities through a competitive process. These cameras will allow communities to improve quality of life for their residents by deterring illegal dumping, identifying perpetrators and providing the evidence necessary to enforce illegal dumping regulations and ordinances. The cameras will be deployed for 10 months to allow ample time for data collection and analysis; in addition to the cameras, the project includes collaboration and training from the Department’s Compliance and Enforcement Program and Community Collaborative Initiative and the Office of the Attorney General’s Division of Criminal Justice and Division of Law.

WHEREAS, the Township Committee of Shrewsbury Township is Interested in participating in NJDEP Illegal Dumping Program Collaboration and Deterrence project (IDP – CAD); and,

WHEREAS, the Township Committee of Shrewsbury Township has found the need to obtain a professional assessment regarding illegal dumping within the Township of Shrewsbury; and,

WHEREAS, Maser Consulting, PA, will provide assist with an application to the NJDEP illegal Dumping Program for technical assistance, training and loan of Qstar camera to deter illegal dumping and empower municipalities to take an active role in combating illegal dumping at a cost not to exceed \$1550.00 and;

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of Shrewsbury Township, County of Monmouth and State of New Jersey, hereby authorizes a contract with Maser Consulting, PA, for assisting with an application to the NJDEP Illegal Dumping Program for \$1550.00; and,

BE IT RESOLVED, availability of funds not to exceed \$1550.00 and will be available in the Clerks office.

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

NEW BUSINESS –

OLD BUSINESS – NONE

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

Robin Kane 84 Belshaw thanked Ms. Thornton for handling the lights. She also questioned if anyone knew why the barricades were down by the apartments.

Ms. Lettice stated they were taken down.

Ms. Kane asked if a sign could be put that says no dumping.

Mr. Anthony stated it was private property.

Ms. Thornton stated Mr. Wall was going to narrow the opening and will coordinate with Tom Welsh and AVMA.

Ms. Kane questioned whether the township was still taking metal.

Ms. Thornton confirmed that they were.

Ms. Kane questioned whether recreation was all closed now.

Ms. Thornton stated it was and that they would only have Santa at the entrance of the door.

Mr. Anthony stated the re-organization meeting would be held the same as we are doing them now.

Jim Vervoort 117 Barker Avenue stated at the last meeting he talked about the side walks at the playground. He questioned whether the Committee has had the opportunity to discuss it.

Mr. Anthony stated he was waiting for Maser to get back to him.

Mr. Vervoort stated one tree was not taken down.

Mr. Wall stated it was not in the plans to be taken down.

Mr. Anthony stated if it is not damaged why take it down.

Mr. Vervoort stated one day it may buckle.

Ms. Lettice stated it was not affecting anything.

Mr. Vervoort thanked the Committee for handling the handicap parking space. A great job was done.

Ms. Kane thanked Mr. Wall as well.

Mr. Vervoort questioned the reason for ServPro.

Mr. Anthony stated they were used for the damage to the conference room. The rain from the gutters came into the building and created damage.

Ms. Thornton stated she received five phone calls that the residents liked the Christmas lights that Mr. Wall had done.

DATE OF NEXT MEETING – Regular Township Committee Meeting – January 1, 2021 at 2:30pm

ADJOURNMENT

– Do I hear a motion to adjourn the meeting? Moved by Deputy Mayor Jennings seconded by Ms. Lettice

Ms. Lettice, Deputy Mayor Jennings and Mayor Glenwood Puhak.

January 12, 2021
Respectfully submitted,

Pamela Howard, RMC,CMR
Municipal Clerk