



**REGULAR MEETING MINUTES**

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

**Pamela Howard, RMC  
Municipal Clerk**

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

**Shrewsbury Township Committee**

**February 12, 2019**

**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 8, 2019, in addition to posting on the bulletin board in the Municipal Building on January 8, 2019 by the Municipal Clerk.

**ROLL CALL:**

**GOVERNING BODY MEMBERS PRESENT:** Deputy Mayor Puhak, Committeeman Jennings, and Mayor Nolan.

**TOWNSHIP OFFICIALS PRESENT:** Township Attorney Gene Anthony and Municipal Clerk Teri Giercyk.

**MEMBERS OF THE PUBLIC WERE IN ATTENDANCE**

**SALUTE TO THE FLAG**

**APPROVAL OF MINUTES:**

Regular Meeting Minutes – 1/22/2019

**Moved by Mayor Nolan, seconded by Mr. Puhak.**

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

**CORRESPONDENCE**

1. **Borough of West Long Branch** – Resolution expressing opposition to the New Jersey Attorney General’s law Enforcement Directive number 2018-6 regarding immigrant communities

**Do I hear a motion to accept the correspondence? Moved by Mayor Nolan, seconded by Mr. Jennings.**

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

**REPORTS**

-1-

**HOUSING INSPECTOR/CODE ENFORCEMENT: No Report**

**MUNICIPAL ATTORNEY: Mr. Anthony: New Municipal Clerk Pamela Howard, due to Teri Giercyk leaving, same as Teri but portion of Salary will be shared services contract with Neptune, amending personnel code for job descriptions. Discussed potentially filling part-time public works position to which the Committee decided not to fill. Tax appeal with apartment complex for under assessment. Two Rivers litigation still pending on a motion to dismiss**

**PUBLIC WORKS: Submitted by Mr. Foster, read over by**

**DPW REPORT.**

**DPW REPORT. 2/12/19**

REGULAR MEETING MINUTES

- 1. Load of salt 1/31
- 2. Cleaned leaves from gutter town hall
- 3. Clean all trucks after storm
- 4. Fix ground on salt spreader
- 5. Repair both 3 k generators carburetors must order new batteries
- 6. Light pole down across from 270 Crawford cone out for JCPL
- 7. Got quotes for trees on Crawford from Atlantic and County
- 8. Got quotes for pole removal on Crawford from High Volt and Ford Electric
- 9. Cleaned all trucks of salt
- 10. Cleaned sidewalks at town hall from snow and ice 2/11
- 11. 2 loads of salt on 2/11 and 2/12

Mayor let everyone know to put cardboard on top or on the side of the recycling bin not in it or bring to DPW thanks

Jeffrey Foster CPWM  
Shrewsbury twp supervisor public works

**RESOLUTIONS:**

**Township of Shrewsbury**  
**Resolution #2019-32**

**Resolution to Authorize Extension of Shared Service Agreement between the Township of Neptune and the Township of Shrewsbury for the Shared Use of the Municipal Clerk Services**

**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 wishes to enter into a Shared Service Agreement with Neptune Township for use of services of their Deputy Clerk, Pamela Howard, to serve as a part-time Municipal Clerk for Shrewsbury Township at an hourly rate of \$30.00 per hour for 7 regular hours 8am – 4 pm (one hour for lunch) on each Tuesday of the week, while allowing Pamela Howard to serve as Municipal Clerk separate and distinct from the Municipal Service Agreement on other hours outside of regular work hours, either in the evening or on Saturdays, not to exceed 20 (inclusive of Tuesday hours) hours per week at \$30.00 per hour; and

**WHEREAS**, the Township of Neptune approved of the aforesaid Shared Service Agreement, review and approved by Special Counsel, Michael J. Celli, Jr., at their Township Committee Meeting of February 11, 2019.

**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

**REGULAR MEETING MINUTES**

authorized to execute a Shared Service Agreement with Neptune Township for shared services of their Municipal Clerk (Deputy Clerk, Pamela Howard), to serve Shrewsbury Township on regular business hours each Tuesday (7 hours) at \$30.00 per hour which shall be payable to Neptune Township, and Ms. Howard may continue to serve Shrewsbury Township separate and distinct from the Shared Service Agreement during other hours not in conflict with her duties as a Deputy Clerk in Neptune Township at a rate of \$30.00 per hour not to exceed a total of 20 hours per week.

| <b>Name</b>     | <b>Motion</b> | <b>Second</b> | <b>Ayes</b> | <b>Nays</b> | <b>Abstain</b> | <b>Absent</b> |
|-----------------|---------------|---------------|-------------|-------------|----------------|---------------|
| <b>Jennings</b> |               |               | <b>X</b>    |             |                |               |
| <b>Puhak</b>    |               | <b>X</b>      | <b>X</b>    |             |                |               |
| <b>Nolan</b>    | <b>X</b>      |               | <b>X</b>    |             |                |               |

I hereby certify the above to be a true copy of the resolution adopted by the Township Committee at the Regular Meeting held on February 12, 2019.

\_\_\_\_\_  
Pamela Howard, RMC  
Municipal Clerk

\_\_\_\_\_  
Edward P. Nolan  
Mayor

**Township of Shrewsbury**  
**Resolution #2019-33**

**Resolution for the Appointment of Regular Members to the Shrewsbury Township Rent Leveling Board**

**WHEREAS**, by Ordinance 2018-06, adopted October 9, 2018, the governing body of Shrewsbury Township adopted an Ordinance creating Rent Control and Protective Tenancy in Shrewsbury Township and a Rent Leveling Board, consisting of three regular members and two alternate members; and

**WHEREAS**, the Township now desires to appoint three members to the Rent Leveling Board of Shrewsbury Township as volunteers without compensation.;

**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 appoints the following regular members for a term ending December 31, 2019: Marcia Meer Eagone, residing at 418 Crawford Street, Shrewsbury Township; Angie Colasanto, residing at 266 Crawford Street, Shrewsbury Township and Robin Kane, residing at 84 Belshaw Avenue, Shrewsbury Township.

**BE IT FURTHER RESOLVED**, that the Municipal Attorney is requested to convene the Board, subject to the Open Public Meetings Act for purposes of the Board electing among themselves a Chairperson and adopting Rules and Regulations for running Rent Leveling Board Meetings.

REGULAR MEETING MINUTES

| 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 Regular Meeting held on February 12, 2019.

\_\_\_\_\_  
 Pamela Howard, RMC  
 Municipal Clerk

\_\_\_\_\_  
 Edward P. Nolan  
 Mayor

**Township of Shrewsbury**  
**Resolution #2019-34**

**Authorizing the County of Monmouth Mosquito Control Division to Conduct Aerial Mosquito Control Operations within the Township of Shrewsbury**

**WHEREAS**, the Monmouth County Board of Chosen Freeholders, pursuant to N.J.S.A. 26:9-27 et seq. has elected through its Mosquito Control Division to perform all acts necessary for the elimination of mosquito breeding areas and/or to exterminate mosquitoes within the county; and

**WHEREAS**, the County has instituted an Integrated Pest Management Program consisting of surveillance, water management, biological control and chemical control to exterminate the mosquito population within the county of Monmouth; and

**WHEREAS**, prior to conducting aerial dispensing operations over a designated “congested area”, the County is required, pursuant to Federal Aviation Administration Regulation (FAR Part 137.51), to secure prior written approval from the governing body of the political subdivision over which the aircraft is to be operated; and

**WHEREAS**, the Township of Shrewsbury is designated as a “congested area” by the Federal Aviation Administration and the County has requested that this governing body consent to its proposed aerial dispensing operations.

**NOW, THEREFORE**, be it resolved as follows:

1. The Governing Body hereby authorizes the County of Monmouth Mosquito Control Division or its agent to apply pesticides by aircraft for mosquito control in certain areas of the municipality designated by the County as being either larval mosquito habitat or areas harboring high populations of mosquitoes constituting either a nuisance, a health hazard, or both with the understanding that:
  - a. the County shall utilize pesticides, application equipment and aircraft that are approved for aerial applications by the applicable Federal (USEPA) and State (NJDEP) agencies, and
  - b. such operations will be performed in compliance with applicable Federal and State regulations, and
  - c. the County will notify the NJ State Police Hamilton Barracks (609) 584-5000 and Mayor Edward P. Nolan (732) 977-3188 over which aerial pesticide operations are planned prior to commencement of such operations.

**REGULAR MEETING MINUTES**

| Name     | Motion   | Second   | Ayes     | Nays | Abstain | Absent |
|----------|----------|----------|----------|------|---------|--------|
| Jennings |          | <b>X</b> | <b>X</b> |      |         |        |
| Puhak    |          |          | <b>X</b> |      |         |        |
| Nolan    | <b>X</b> |          | <b>X</b> |      |         |        |

I hereby certify the above to be a true copy of the resolution adopted by the Township Committee at the Regular Meeting held on February 12, 2019.

\_\_\_\_\_  
Pamela Howard, RMC  
Municipal Clerk

\_\_\_\_\_  
Edward P. Nolan  
Mayor

**Township of Shrewsbury**  
**Resolution #2019-35**  
**Appointing Sewer Operator for the Township of Shrewsbury for 2019**

**BE IT RESOLVED** that Tom Heritis is designated Sewer Operator of Shrewsbury Township for the year 2019.

| Name     | Motion   | Second   | Ayes     | Nays | Abstain | Absent |
|----------|----------|----------|----------|------|---------|--------|
| Jennings |          | <b>X</b> | <b>X</b> |      |         |        |
| Puhak    | <b>X</b> |          | <b>X</b> |      |         |        |
| Nolan    |          |          | <b>X</b> |      |         |        |

I hereby certify the above to be a true copy of the resolution adopted by the Township Committee at the Meeting held on February 12, 2019.

\_\_\_\_\_  
Pamela Howard, RMC  
Municipal Clerk

\_\_\_\_\_  
Edward P. Nolan  
Mayor

**Township of Shrewsbury**  
**Resolution #2019-36**

**RESOLUTION FOR INCREASING YEAR 2019 TEMPORARY BUDGET APPROPRIATIONS**

**WHEREAS** N.J.S.A.40A: 4-20 states that in addition to the temporary appropriations necessary for the period prior to the adoption of the budget and regular appropriations, the governing body may, by resolution adopted by a 2/3 vote of the full membership thereof, make emergency temporary appropriations for any purpose for which appropriations may lawfully be made for the period between the beginning of the fiscal year and the adoption of the budget for said year, and

**WHEREAS** the amount of such emergency appropriation shall be included under the correct heading in the budget as adopted, and;

**WHEREAS** there is a need to provide additional funds for Borough operations, and,

**WHEREAS** adequate provision for such funding was not made in the temporary budget.

**WHEREAS** the total emergency temporary resolutions adopted in the year 2019 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A.40A:4-20) including the increase represented by this resolution total \$ **131,810.68** , in addition to the temporary budgets adopted January 8, 2019 in the amount of **\$225,670.46** for a total Year to Date Temporary Budgety of \$ **357,481.14** .

**NOW THEREFORE BE IT RESOLVED** by the Council of the Borough of Shrewsbury (not less than 2/3 affirmatively concurring) that the items of appropriation appearing on the list be included in the temporary budget for the Borough for the year 2019, and that in accordance with the Statute such item of appropriation will be included in the 2019 budget as finally adopted.

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

| TEMPORARY APPROPRIATIONS – CY2019 | INCREASE  |           | TOTAL     |
|-----------------------------------|-----------|-----------|-----------|
|                                   | 2019      | 2/12/2019 | 2019      |
| GENERAL ADMINISTRATION            |           |           |           |
| Salaries and Wages                | 12,000.00 |           | 12,000.00 |
| Other Expenses                    | 10,000.00 |           | 10,000.00 |
| MAYOR & TOWNSHIP COMMITTEE        |           |           |           |
| Salaries and wages                | 2,500.00  |           | 2,500.00  |
| Other Expenses                    | 1,000.00  |           | 1,000.00  |
| MUNICIPAL CLERK                   |           |           |           |

# REGULAR MEETING MINUTES

|  |           |           |
|--|-----------|-----------|
| Salaries and wages                             | 9,000.00  | 9,000.00  |
| Other Expenses                                 | 2,060.00  | 2,060.00  |
| FINANCIAL ADMINISTRATION                       |           |           |
| Salaries and wages                             | 5,000.00  | 5,000.00  |
| Other Expenses                                 | 4,500.00  | 4,500.00  |
| AUDIT SERVICES                                 |           |           |
|  | 4,000.00  | 4,000.00  |
| TAX COLLECTION                                 |           |           |
| Salaries and wages                             | 1,500.00  | 1,500.00  |
| Other Expenses                                 | 500.00    | 500.00    |
| TAX ASSESSMENT ADMINISTRATION                  |           |           |
| Salaries and wages                             | 1,750.00  | 1,750.00  |
| Other Expenses                                 | 500.00    | 500.00    |
| LEGAL SERVICES                                 |           |           |
| Other Expenses                                 | 12,250.00 | 12,250.00 |
| ENGINEERING SERVICES                           |           |           |
| Other Expenses                                 | 3,000.00  | 3,000.00  |
| STATE UNIFORM UCC<br>CODE ENFORCEMENT OFFICIAL |           |           |
| Salaries and wages                             | 1,000.00  | 1,000.00  |
| HOUSING OFFICIAL                               |           |           |
| Salaries and wages                             | 2,000.00  | 2,000.00  |
| Other Expenses                                 | 250.00    | 250.00    |
| INSURANCE                                      |           |           |
| LIABILITY INSURANCE                            |           |           |
| Other Expenses                                 | 12,000.00 | 12,000.00 |
| WORKMEN'S COMPENSATION INSURANCE               |           |           |
| Other Expenses                                 | 10,000.00 | 10,000.00 |
| EMPLOYEE GROUP HEALTH INSURANCE                |           |           |
| Other Expenses                                 | 20,000.00 | 20,000.00 |
| UNEMPLOYMENT INSURANCE                         |           |           |
| Other Expenses                                 | 250.00    | 250.00    |
| PUBLIC SAFETY FUNCTIONS                        |           |           |
| O.E.M.   |           |           |
| Salaries and wages                             | 500.00    | 500.00    |
| Other Expenses                                 | 100.00    | 100.00    |
| FIRE HYDRANT                                   |           |           |
| Other Expenses                                 | 1,750.00  | 1,750.00  |
| UNIFORM FIRE SAFETY ACT (P.L.1983,Ch.383)      |           |           |
| FIRE OFFICIAL                                  |           |           |
| Salaries and wages                             | 375.00    | 375.00    |
| PUBLIC WORKS                                   |           |           |
| STREETS & ROADS MAINTENANCE                    |           |           |
| Salaries and wages                             | 16,000.00 | 16,000.00 |
| Other Expenses                                 | 7,700.00  | 7,700.00  |
| RECYCLING PROGRAM                              |           |           |
| Other Expenses                                 | 2,000.00  | 2,000.00  |
| BUILDINGS & GROUNDS                            |           |           |
| Other Expenses                                 | 3,500.00  | 3,500.00  |
| SOLID WASTE COLLECTION                         |           |           |
| Garbage & Trash Other Expenses                 | 700.00    | 700.00    |
| Bulk Container                                 | 100.00    | 100.00    |
| HEALTH & WELFARE SERVICES                      |           |           |
| VITAL STATISTICS                               |           |           |
| Other Expenses                                 | 125.00    | 125.00    |
| ANIMAL SERVICES                                |           |           |
| Other Expenses                                 | 200.00    | 200.00    |
| PARKS & RECREATION                             |           |           |
| RECREATION SERVICES & PROGRAMS                 |           |           |
| Salaries and wages                             | 1,000.00  | 1,000.00  |
| Other Expenses                                 | 500.00    | 500.00    |
| CELEBRATION of PUBLIC EVENTS                   |           |           |
| Other Expense                                  | 500.00    | 500.00    |
| SENIOR CITIZENS                                |           |           |
| Other Expenses                                 | 250.00    | 250.00    |
| Other Expenses - SCAT                          | 1,000.00  | 1,000.00  |
| UTILITIES                                      |           |           |
| ELECTRIC                                       |           |           |
|  | 2,000.00  | 2,000.00  |
| WATER  |           |           |
|  | 600.00    | 600.00    |

**REGULAR MEETING MINUTES**

|   |                          |                          |                          |
|---|--------------------------|--------------------------|--------------------------|
| NATURAL GAS   | 1,000.00                 | 2,000.00                 | 3,000.00                 |
| TELEPHONE   | 1,500.00                 |                          | 1,500.00                 |
| STREET LIGHTING                                       | 2,000.00                 |                          | 2,000.00                 |
| STATUTORY EXPENDITURES CONTRIBUTIONS TO:              |                          |                          |                          |
| PUBLIC EMPLOYEES PENSION                              | 4,960.46                 | 7,195.54                 | 12,156.00                |
| SOCIAL SECURITY SYSTEM                                | 3,000.00                 |                          | 3,000.00                 |
| UTILITY EXPENSES & BULK PURCHASES SEWERAGE PROCESSING |                          |                          |                          |
| Other Expenses  | 48,000.00                |                          | 48,000.00                |
| SHARED SERVICE AGREEMENTS MONMOUTH COUNTY 911         | 3,500.00                 |                          | 3,500.00                 |
| SHREWSBURY BORO WEBSITE SERVICES                      | 500.00                   |                          | 500.00                   |
| BOROUGH OF RED BANK COURT SERVICES                    | 2,250.00                 |                          | 2,250.00                 |
| SHREWSBURY BORO FIRE DEPARTMENT SERVICES              | 5,000.00                 |                          | 5,000.00                 |
| RECYCLING TONNAGE GRANT                               |                          |                          |                          |
| <b>TOTAL CURRENT FUND TEMPORARY BUDGET</b>            | <u>225,670.46</u>        | <u>9,195.54</u>          | <u>234,866.00</u>        |
| PAYMENT ON BOND PRINCIPAL                             | 0.00                     | 70,000.00                | 70,000.00                |
| INTEREST ON BONDS                                     | 0.00                     | 46,795.14                | 46,795.14                |
| SPECIAL EMERGENCY NOTES PAYABLE 2019                  | 0.00                     |                          |                          |
| CAPITAL LEASE DUE MCIA                                |                          |                          |                          |
| MCIA PRINCIPAL  | 0.00                     | 5,000.00                 | 5,000.00                 |
| MCIA INTEREST   | 0.00                     | 820.00                   | 820.00                   |
| TOTAL TEMPORARY BUDGET EXCEPTIONS                     |                          |                          |                          |
| <b>TOTAL TEMPORARY BUDGET</b>                         | <u><u>225,670.46</u></u> | <u><u>131,810.68</u></u> | <u><u>357,481.14</u></u> |

| Name     | Motion | Second | Ayes | Nays |
|----------|--------|--------|------|------|
| 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 February 12, 2019.

\_\_\_\_\_  
Pamela Howard, RMC  
Municipal Clerk

\_\_\_\_\_  
Edward P. Nolan  
Mayor

**Township of Shrewsbury**  
**Resolution #2019-37**

**Resolution Authorizing the Use of the Municipal Gymnasium by the Franklin Basketball Club**

**WHEREAS**, use of the municipal gymnasium has been requested by the Franklin Basketball Club for practice, and  
**WHEREAS**, the Franklin Basketball Club have provided the Township of Shrewsbury with the appropriate certificate of insurance, and  
**WHEREAS**, various recreation programs, events and rentals are scheduled for the municipal gymnasium  
**NOW THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Shrewsbury, the County of Monmouth, State of New Jersey, grants permission for use, to the Franklin Basketball Club, on February 17, 2019 from 12 PM to 4 PM, and February 24, 2019 from 12 PM to 4 PM

| Name            | Motion   | Second   | Ayes     | Nays | Abstain | Absent |
|-----------------|----------|----------|----------|------|---------|--------|
| <b>Jennings</b> |          | <b>X</b> | <b>X</b> |      |         |        |
| <b>Puhak</b>    |          |          | <b>X</b> |      |         |        |
| <b>Nolan</b>    | <b>X</b> |          | <b>X</b> |      |         |        |

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REGULAR MEETING MINUTES

Pamela Howard, RMC  
Municipal Clerk

Edward P. Nolan  
Mayor

**NEW BUSINESS:**

Mr. Puhak discussed the need to amend Ordinance 11-13-08 which pertained to outdoor fuel burning equipment. The Committee agreed to place an amendment to the ordinance to include smokers on the next meeting.

**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.**

Katrina Thornton, 2 Crawford Street, stated she was working on the event calendar for the year. She discussed local comedians hosting events in the municipal building and questioned whether craft shows could be held.

Mr. Anthony stated it would be illegal for anyone to host events for profit and that it should only be used for non-profit. He did not recommend the craft show.

Gioia Consoli, 91 Belshaw Avenue, stated she supports Mr. Puhak in the proposed ban of smokers.

Bill Spengeman, 143 Belshaw Avenue, questioned the status of the website and requested the minutes be posted on the site.

Mr. Anthony stated they were working on it.

No further public comments.

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

**DATE OF NEXT MEETING: Regular Meeting February 26, 2019 at 7:00 PM.**

**ADJOURNMENT**

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

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

February 26, 2019  
Respectfully submitted,

Pamela Howard, RMC  
Municipal Clerk

Approved: \_\_\_\_\_ Date \_\_\_\_\_  
Pamela Howard, RMC