



**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

March 24, 2020

REGULAR MEETING – 4:00 PM

MINUTES

CALL MEETING TO ORDER by Deputy Mayor Glenwood Puhak at 4:00 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 the Two River Times on January 9, 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: Deputy Mayor Glenwood, Committeeman Lester Jennings, via telephone: Mayor Edward Nolan;

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

MEMBERS OF THE PUBLIC WERE IN ATTENDANCE

SALUTE TO THE FLAG

APPROVAL OF MINUTES:

Regular Meeting Minutes – 3/10/2020

Moved by Deputy Mayor Puhak, seconded by Mr. Jennings.

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

CORRESPONDENCE – None

REPORTS:

FINANCE:

Thomas Seaman stated he has a draft budget in place, which will be going out to the Committee to review. He stated there were not that many changes and he hoped to introduce it the first meeting in April. He stated in May he would discuss capital improvements and salaries as well.

HOUSING INSPECTOR/CODE ENFORCEMENT: NONE

RECREATION:

Rich Brunson stated three clients were continuing to rent the gym and he has four new applications but right now the Township is closed.

MUNICIPAL ATTORNEY:

Mr. Anthony stated he was trying to figure out how to have the meetings. He suggested doing it similar to Neptune Township. He stated he would discuss it with the Mayor and maybe cancel a couple of meetings.

PUBLIC WORKS:

Prepared and submitted by Mr. Metz, read over by Mr. Puhak.
Public Works Report 3/24/2020

Building Cleaning was done every other day

Recycling trash run was done every

Preconstruction meeting was held on 3/11/2020. The sewer replacement is going to start sometime in April.

Bill White and I met with a possible water operator on 3/12/2020. We discussed the water system for AVMA can he will get back to us with price quote.

We started to re paint the yellow curb areas in AVMA.

Were almost done with repainting the fire hydrants and numbering them.

I'm currently putting together a budget for the public works dept which will be submitted to the CFO

I completed a Webinar for recycling on 3/26/2020

We removed to dump truck load of brush from 66 Barker Ave

We started to clean up along the curbs to see can repaint the yellow no parking areas

I working on a price quote to replace the 6 missing Cherry trees on the island the mayor wants the replaced.

Brandon Metz

Public Works

SAFETY AND NEIGHBORHOOD WATCH: NONE

ORDINANCE FIRST READING:

**Township of Shrewsbury
Ordinance #2020-02**

**CALENDAR YEAR 2020 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION
LIMITS AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Township Committee of the Township of Shrewsbury in the County of Monmouth finds it advisable and necessary to increase its CY 2020 budget by up to 3.5% over the previous year’s final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Township Committee hereby determines that a 3.5 % increase in the budget for said year, amounting to \$ 5,684.56 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law for a total increase of \$19,895.96, is advisable and necessary; and,

WHEREAS the Township Committee hereby determines that any amount authorized here in above that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Township Committee of the Township of Shrewsbury, in the County of Monmouth a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2020 budget year, the final appropriations of the Township of Shrewsbury shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5 %, amounting to \$19,895.96, and that the CY 2020 municipal budget for the Township of Shrewsbury be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Date introduced: March 24, 2020

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

RESOLUTIONS:

TOWNSHIP OF SHREWSBURY

RESOLUTION # 2020-56

RESOLUTION AUTHORIZING THE TOWNSHIP COMMITTEE TO ACCEPT A PROPOSAL OF SERVICES FROM GREENCHIP RECYCLING FOR THE RECYCLING OF ELECTRONICS AND OTHER EQUIPMENT AND PACKAGING

WHEREAS, Greenchip Recycling, located at 540 Kingsland Avenue, Brooklyn, NY 11222, has submitted a proposal of services which include electronics recycling, providing of packaging and materials or electronics, the removal of electronics, and the transportation of such electronics at no cost to Shrewsbury Township while providing certain payment to Shrewsbury Township per the proposal aforesaid, a true copy of which is attached hereto as Exhibit A; and

WHEREAS, the Public Works Supervisor, Charles Metz, has recommended the aforesaid contract, and said contract was reviewed by the Township Attorney, Gene J. Anthony.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Shrewsbury hereby authorizes entering into an approval of a general service agreement between Shrewsbury Township and Greenchip, Inc. of 504 Kingsland Avenue, Brooklyn, NY 11222 for the aforesaid services and authorized the Mayor and Clerk to execute the agreement attached to the proposal and made apart hereof and made a part of Exhibit B for said services.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Jennings			X			

Puhak		X	X			
Nolan	X		X			

RESOLUTION #2020-57

RESOLUTION OF THE TOWNSHIP OF SHREWSBURY, COUNTY OF MONMOUTH, STATE OF NEW JERSEY, CONFIRMING THE APPOINTMENT OF JOANNE PAVAO AS DEPUTY REGISTRAR OF VITAL STATISTICS

Whereas, there is a need for a Deputy Registrar of Vital Statistics pursuant to N.J.S.A. 26:8-11 through 26:8-22; and

Whereas, the Municipal Registrar, Pamela Howard, recommends re-appointing Joanne Pavao as Deputy Registrar of Vital Statistics for the Township of Shrewsbury; and

Whereas, the Deputy Registrar does not need to be a Certified Municipal Register (CMR),

Now, Therefore Be It Resolved that Joanne Pavao be re-appointed as the Part-Time Deputy Municipal Registrar of the Township of Shrewsbury to fill a three year term at an annual salary of \$200, effective March 24, 2020.

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

TOWNSHIP OF SHREWSBURY

RESOLUTION #2020-58

Resolution awarding a Professional Service Contract to Maser Engineering for LSRP Environmental Services, Underground Storage Tank Remediation (240 Crawford Street)

WHEREAS, Maser Consulting, P.A. performed a Site Investigation of Soils as required to provide closure of the former 1,000 gallon heating oil UST per NJDEP Technical Requirements for 240 Crawford Street; and,

WHEREAS, Laboratory analytical results from the April 2016 investigation of soils at this former UST identified Petroleum Hydrocarbon concentrations exceeding NJDEP Non-Residential Soil Remediation standards; and,

WHEREAS, Additionally, laboratory analytical results from the April 2016 investigation of ground water reported concentrations of Benzene and 2-Methylnaphthalene exceeding the NJDEP ground water Quality Standards; and,

WHEREAS, The Township has to remove the impacted soils to complete the closure of this former UST system in accordance with NJDEP Technical Requirements. Additional investigation and/or remediation of ground water is required; and,

WHEREAS, This project, including engineering, will be funded by Capital Ordinance 2019-03; and,

WHEREAS, Maser Consulting has submitted the attached proposal in the amount of \$48,500; and,

WHEREAS, the Chief Municipal Finance Officer recommends the attached proposal from Maser Consulting, PA for LSRP Environmental Services, Underground Storage Tank Remediation (240 Crawford Street); and,

NOW THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Shrewsbury, the County of Monmouth, State of New Jersey, hereby awards a Professional Service Contract to Maser Engineering for LSRP Environmental Services, Underground Storage Tank Remediation (240 Crawford Street) per the attached proposal from Maser Consulting P. A. in the amount of \$48,500, FUNDED BY Capital Ordinance 2019-03.

BE IT FURTHER RESOLVED, that the Chief Municipal Finance Officer, Thomas Seaman, CMFO, hereby certifies that funds shall be available from Capital Ordinance 2019-03.

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

TOWNSHIP OF SHREWSBURY

RESOLUTION 2020-59

RESOLUTION AUTHORIZING PRE-PAYMENT OF CERTAIN BILLS FOR 2020

BE IT RESOLVED, by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey, that the Chief Financial Officer be and is hereby authorized to pay the following required bills prior to the approval of the monthly bills list:

- Payroll
- Insurance Premiums
- County Taxes
- School Taxes
- Utilities
- Interfunds
- Release of Monies Approved by Resolution

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Chief Financial Officer.

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

Township of Shrewsbury

Resolution #2020-60

AUTHORIZE PAYMENT OF BILLS

The Township Committee of the Township of Shrewsbury hereby authorizes payment of the Bills in the amount of **\$ 60,381.79**.

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

Nolan			X			
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TOWNSHIP OF SHREWSBURY

RESOLUTION #2020-61

RESOLUTION AUTHORIZING THE TOWNSHIP COMMITTEE TO EXERCISE ITS THIRD OPTION TO RENEW ITS RECYCLING CONTRACT WITH SUBURBAN DISPOSAL, INC., SUCCESSOR OF M&S WASTE SERVICES, INC.

WHEREAS, the Township Committee of the Township of Shrewsbury entered into a contract with M&S Waste Services, Inc., on June 13, 2017, with payment to the contractor in the sum of \$8,742.00, and has in the aforesaid contract three, one-year options to renew; the first of which is for the sum of \$9,645.00 per year to be renewed on July 1, 2018; the second one for \$9,918.00 per year; and the third option to renew for \$10,266.00 per year; and

WHEREAS, the Township Committee of the Township of Shrewsbury previously exercised its first option to renew for an additional one year at the price of \$9,645.00, per year or \$803.75, per month upon notice before the term of the contract expired, and then exercised its second option to renew in 2019 for an additional year at a price of \$9,918.00, per year or \$826.50, per month before the term of the contract expired and now feels it is in the best interest of the Township to exercise its third option to renew for an additional year at a price of \$10,266.00 per year, or \$855.50 per month before the term of the contract expires; and

WHEREAS, Suburban Disposal, Inc. succeeded M&S Waste Services, Inc. at the time the Township executed its first option to renew and accepted a second option to renew in 2019.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Township Committee of the Township of Shrewsbury hereby authorizes the attorney for Shrewsbury Township to notify Suburban Disposal, Inc., with offices located at 54 Montesano Road, Fairfield, New Jersey 07004-3310 as successor to M&S Waste Services, Inc., that the Township Committee of Shrewsbury Township would like to exercise its third option to renew for a one-year period for the consideration of \$10,266.00, or \$855.50 per month, commencing July 1, 2020 and ending June 30, 2021.

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

NEW BUSINESS: Deputy Mayor Puhak offered a motion, to have one meeting a month and cancel the second meeting of both April and May due to the pandemic and to change the time of the meeting to 4pm, moved and seconded by Mr. Jennings
Ayes – Deputy Mayor Puhak, Mr. Jennings and Mayor Nolan.

OLD BUSINESS: NONE

PUBLIC PORTION:

– Do I hear a motion to open the meeting to the public? Moved by Mr. Jennings seconded by Deputy Mayor Puhak

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

Robin Kane, 84 Belshaw stated she spoke to Deputy Mayor Puhak regarding the lack of distance the residents were keeping in her court. She stated the Township should promote practicing safe distancing throughout the neighborhood. She stated she's noticed the presence of the police in the neighborhood. She wished everyone a better moment.

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

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

DATE OF NEXT MEETING: Regular Meeting April 14, 2020 at 4:00 PM.

ADJOURNMENT

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

Ayes – Deputy Mayor Puhak, Mr. Jennings.

April 14, 2020

Respectfully submitted,

Pamela Howard, RMC,CMR
Municipal Clerk