

**REGULAR MEETING MINUTES**



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

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

**Phone (732) 542-0572  
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**Shrewsbury Township Committee  
AUGUST 13, 2019  
REGULAR MEETING – 7PM  
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:** Committeeman Jennings, Deputy Mayor Puhak, and Mayor 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 – 7/16/19 and Special Meeting 7/30/19

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

**Ayes – Mr. Jennings, Mr. Puhak and Mayor Nolan. Mr. Jennings abstained from voting on July 30, 2019 due to the fact that he was not present for the meeting.**

**CORRESPONDENCE**

- 1. NJLM URGENT ALERT**
- 2. BOROUGH OF EATONTOWN – NOTICE OF PUBLIC HEARING**
- 3. JCP&L – NOTICE OF PUBLIC HEARING**
- 4. MONMOUTH COUNTY KEY ACTIVITY REPORT – JUNE 2019**

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

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

**REPORTS:**

**FINANCE:** Ms. Howard reported that on tonight's agenda would be the renewal for Monmouth County JIF which is at the request of CFO Tom Seamen.

**RECREATION REPORT:** NONE

**MUNICIPAL ATTORNEY REPORT:** Mr. Anthony stated as far as executive session they would have to implement a personnel code for an annual evaluation and it would be formalized after executive session.

## REGULAR MEETING MINUTES

**HOUSING INSPECTOR/CODE ENFORCEMENT:** Mr. Anthony stated he was at the Township last week and he met with the Code Enforcer by chance about parking and towing. He brought up Alfred Val and there's a plan to lift several homes and they must coordinate with them to make sure everything is done properly. He stated the State Police would have to be contacted because traffic control would be needed. He also stated he would need to know when construction would take place. Richard Osis stated it would not be happening in a few weeks and when they are ready they will notify the Township.

Donna Johnson stated the bus stop would have to be removed as well.

Mr. Anthony questioned whether they could have a copy of their plan.

Mr. Osis assured him that he would.

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

DPW REPORT. 8/13/19

1 Bad Storm 2 trees down Barker and Belshaw Many thanks to the residents who got the road open removing branches

2 Brush clean up 7/23 from storm

3 Thanks High Volt who came out to fix the lines on Crawford

4 Cleaned drains in town hall

5 Trimmed flowers on island

6 Clean drains after storm 8/8

7 Got recycling cartons donated to us from a lady from Belshaw so I'm starting to put them in the gym area for plastic bottles

Jeffrey Foster CPWM  
Shrewsbury Twp Supervisor Public Works

Mr. Anthony questioned how were they handling the trees, brushes and branches for the storms like we recently experienced.

Mayor Nolan stated they were placed in the dumpster. AVA picks up theirs, the apartments pick up theirs and we pick up on street.

**SAFETY & NEIGHBORHOOD WATCH:** NONE

**ORDINANCE(S) - NONE**

**RESOLUTIONS**

**Township of Shrewsbury**

**Resolution #2019-79**

**Authorize Extension of the Grace Period for 2019 3<sup>rd</sup> Quarter  
Property Taxes to August 28, 2019**

**WHEREAS**, the printing of the annual property tax bills has been delayed by the late certification of tax rates, and

**WHEREAS**, the late certification will result in the delay of mailing the tax bills, and

**WHEREAS**, the tax bills are due 25 days, including the 10 day grace period, by state law from the postmark of the bill, and

**REGULAR MEETING MINUTES**

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Shrewsbury, in the County of Monmouth, State of New Jersey, that the Tax Collector is authorized to extend the grace period for 3<sup>rd</sup> quarter taxes to August 28, 2019, and adjust her records accordingly, and

**BE IT FURTHER RESOLVED**, that 3<sup>rd</sup> quarter tax payments received after the extended due date will be subject to the current delinquent interest rate back to August 1, 2019.

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 August 13, 2019.

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

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

**Township of Shrewsbury**

**Resolution #2019-80**

**Resolution To Renew Membership in the Monmouth Joint Insurance Fund**

**WHEREAS**, Shrewsbury Township is a member of the Monmouth Municipal Joint Insurance Fund; and,

**WHEREAS**, said membership terminates as of December 31, 2019 unless earlier renewed by agreement between the Municipality and the Fund; and

**WHEREAS**, the Municipality desires to renew said membership;

**NOW THEREFORE BE IT RESOLVED**, as follows:

1. The Township Committee of the Township of Shrewsbury, the County of Monmouth, State of New Jersey, agrees to renew its membership in the Monmouth Municipal Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the fund.
2. The Mayor and Clerk shall and be hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the Monmouth Municipal Joint Insurance Fund evidencing the Municipality's intention to renew its membership

This resolution agreed to this 13<sup>th</sup> day of August, 2019 by a vote based on the following:

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

ATTEST

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

\_\_\_\_\_  
Date

**REGULAR MEETING MINUTES**

I hereby certify the above to be a true copy of the resolution adopted by the Township Committee at the Meeting held on August 13, 2019.

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

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

**Township of Shrewsbury**

**Resolution #2019-81**

**Approve Handicap Parking Space Application for William Parker**

**WHEREAS**, William F. Parker who resides at 105 Crawford Street has submitted an application requesting a handicap parking space; and,

**WHEREAS**, the Municipal Clerk has reviewed the application and found the applicant has provided the required documentation and is in compliance with Ordinance #2019-6; and,

**WHEREAS**, the Municipal Clerk recommends the Township Committee approve the applicants request for a Handicap Parking Spot at 105 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, approves a handicap parking space for William F. Parker at 105 Crawford Street and said permit shall be renewed on an annual basis.

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

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

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

**TOWNSHIP OF SHREWSBURY  
RESOLUTION #2019-82**

**RESOLUTION OF THE TOWNSHIP OF SHREWSBURY, COUNTY OF MONMOUTH, STATE OF NEW JERSEY, AUTHORIZING THE REFUND OF DAMAGE DEPOSIT FOR RENTAL AND USE OF THE GYM POSTED BY SHANNON TURNER**

**WHEREAS**, the Township of Shrewsbury requires the posting of a damage deposit for the rental and use of the gym for private events, and

**WHEREAS**, Shannon Turner, posted a \$250 damage deposit for a baby shower in the Shrewsbury Township Municipal Hall Gym for July 27, 2019; and,

**WHEREAS**, Shannon Turner acknowledged receipt of the rules and regulations concerning the use of the gym for private functions including clean up requirements, and

**WHEREAS**, the gym was satisfactorily cleaned up and inspected by an employee of the Department of Public Works, and

**WHEREAS**, the Chief Municipal Finance officer has recommended a refund of the full damage deposit of \$250.00 from the Recreation Trust Account for the July rental,

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Township of Shrewsbury, County of Monmouth, State of New Jersey, as follows:

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1. That the Township committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey does hereby authorize the refund of the damage deposit to Shannon Turner in the amount of \$250.00.
2. That a certified copy of this resolution be provided to the Chief Financial Officer.

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

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

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

**TOWNSHIP OF SHREWSBURY**

**RESOLUTION #2019-83**

**A RESOLUTION AUTHORIZING PAYMENT OF BILLS**

The Township Committee of the Township of Shrewsbury hereby authorizes payment of the Bills in the amount of **\$161,776.27.**

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

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

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

## REGULAR MEETING MINUTES

**NEW BUSINESS –NONE**

**OLD BUSINESS –NONE**

**PUBLIC PORTION –**

**Do I hear a motion to open the meeting to the public? Moved by Deputy Mayor Puhak seconded by Mayor Nolan.**

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

Donna Johnson 6 Barker Avenue questioned when were they going to be taking down the trees and doing the sidewalks.

Mayor Nolan stated JCP&L stated they were going to start next week which they can't because the trees and the old lines have to come down first but it's very soon.

Ms. Johnson questioned what were the plans for beautification of the community once all of the trees are taken down.

Mayor Nolan stated they are going to resurface Crawford Street.

Ms. Johnson questioned whether any trees were going back up.

Mayor Nolan stated no not the big trees and that would be something they would have to talk with Shrewsbury Apts about.

Ms. Johnson asked if there were going to be sidewalk work.

Mr. Anthony stated most of the projects do include sidewalk and curbing but sidewalks are not our responsibility and we are only doing that because it is part of the project and it won't be our responsibility once it's put in.

Ms. Johnson stated as long as they are going to redo everything and it is nice again.

Mr. Anthony stated let's see how it looks when it's done and see if any money is left over to do trees or something. It's really not our responsibility we do not oversee private property projects. The general rule is the Town wouldn't be involved in trees but it all depends on what money we can find to do it if the apartments don't intend to do it.

Ms. Johnson asked has any thought gone into curbing.

Mr. Anthony stated he would have to talk to the engineer regarding that.

Ms. Johnson also stated that the dump area was an eye sore and it's embarrassing.

Mr. Puhak stated that was the apartment's responsibility.

Mr. Anthony stated he would talk to the code enforcement officer and ask him to notify them that they are in violation of our property maintenance ordinance and if they don't take care of it they will receive a summons.

Ms. Johnson stated the area near the cardboard area you can see all of the junk there.

Mr. Anthony suggested Mayor Nolan talk to Tom Welsh and site them.

Mayor Nolan stated he's asked Linda three times to put a fence around it.

Ms. Johnson stated her unit was being lifted and she appreciated the fact that the Township was getting involved. She stated she was told that it most likely won't get done until after the New Year and she was upset about the whole thing.

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Mr. Anthony stated he would like to contact Alfred Val and ask for at least 30 days notice and would like to help coordinate it.

Ms. Johnson stated they would have to have a cop there because there would be only one way in and one way out.

Marcia Meer Eagone, 418 Crawford Street stated she's spoken to Linda about the mess and suggested a fence and she took offense.

Mr. Anthony stated if they had cameras they could catch someone. He stated he would contact Linda but knew that she was having trouble with the new management team.

Rich Osis, 113 Belshaw thanked Mayor Nolan for his appearance during the storm. He also thanked Jeff and Dave from the Public Works Department. He stated their efforts were appreciated. He stated he would try and see if they could let the Township use their dumpsters. He spoke regarding community grants and asked the Township for assistance in getting funding.

Mr. Anthony stated the County serves as a vehicle for other entities and unfortunately they are very tight on their money.

Mr. Osis stated it would be nice to have a sweeper truck come in once or twice a year.

Mr. Anthony stated he could always go to their County board meetings and ask what are they going to do for Shrewsbury Township.

Mr. Osis questioned whether his note was received regarding a vehicle.

Mr. Anthony stated no towing service wants to service Shrewsbury Township because not enough money is involved. We must look at the list that other towns use.

Angie Colasanto stated she was told if you have insurance you cannot tow them.

Mr. Anthony stated insurance has nothing to do with it.

Ms. Johnson requested the Township look at the store near the laundry mat because it is a jungle over there and no one is maintaining it and the debris is pulling wires down. She's mentioned it to Linda and nothing has been done yet. She also mentioned water coming from their gutters and it's making her shed sink. She's been advised from Alfred Val not to do anything.

Mr. Anthony stated he would mention it to the Code Enforcer.

**Moved by Mayor Nolan to close the public portion, seconded by Mr. Puhak.  
Ayes – Jennings, Mr. Puhak and Mayor Nolan.**

## EXECUTIVE SESSION

Township of Shrewsbury

Resolution #2019-84

### RESOLUTION FOR CLOSED SESSION UNDER THE OPEN PUBLIC MEETINGS ACT

**WHEREAS**, the Open Public Meetings Act permits the Township Committee of the Township of Shrewsbury to exclude the public when certain matters are to be discussed.

**NOW, THEREFORE BE IT RESOLVED**, that in accordance with the provisions of the Open Public Meetings Act, the Mayor and Township Committee of the Township of Shrewsbury shall have a closed session for purposes of discussing employee evaluations and related matters.

**BE IT FURTHER RESOLVED**, that matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer, shall be discussed.

**REGULAR MEETING MINUTES**

1. More particularly, such matters shall be discussed concerning personnel matters – Employee Evaluation Procedure.

**BE IT FURTHER RESOLVED**, that the public shall be informed of the results of the closed session at the continuation of the present public meeting, or at the next public meeting of the Mayor and Township Committee, or as soon thereafter as possible.

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

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

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

**Moved by Mayor Nolan to return to open session, seconded by Mr. Jennings. Ayes – Jennings, Mr. Puhak and Mayor Nolan.**

Township of Shrewsbury  
Resolution #2019-85

**AUTHORIZE EMPLOYEE EVALUATION FORM**

**WHEREAS**, the Mayor and Township Committee of the Township of Shrewsbury does hereby authorize an employee evaluation form to be used by Shrewsbury Township as it's official form on a yearly basis effective August 13, 2019

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

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

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

**DATE OF NEXT MEETING – Regular Meeting, September 10, 2019 at 7:00pm**



**REGULAR MEETING MINUTES**

**ADJOURNMENT**

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

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

<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>			

September 10, 2019

Respectfully Submitted,

Pamela Howard, RMC, CMR  
Municipal Clerk

Approved: \_\_\_\_\_  
Pamela D. Howard, RMC

\_\_\_\_\_  
Date