



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

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

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

Shrewsbury Township Committee

November 10, 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: Deputy Mayor Lester Jennings and Mayor Glenwood Puhak.

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

SALUTE TO THE FLAG

APPROVAL OF MINUTES

Regular Meeting Minutes – October 13, 2020

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

CORRESPONDENCE – NONE

REPORTS -

FINANCE – NONE

HOUSING INSPECTOR/CODE ENFORCEMENT: NONE

RECREATION: Mr. Brunson presented the Committee with a hand out of community activities. He stated that parents must be present while the children were in the gym. He discussed gym rental fees and stated he wanted to put together a waiver. He stated the Halloween event was great. He thanked Ken Wall for helping. He stated he was trying to reach out to the Community to see what they wanted. He stated he met with Deputy Mayor Jennings and they discussed putting wall pads up in the gym. He went over the event calendar and stated volunteers are needed but must have a background check.

UTILITIES: Mayor Puhak stated they were continuing to work with NJAWC to take over water lines for AVMA. He stated it's a slow process and they were in the talking stage and it's very expensive.

MUNICIPAL ATTORNEY: Mr. Anthony stated he reached an agreement with Alfred Vail will do work on building. He stated he sent a letter out to Eatontown for a shared service agreement for \$11,000 and hopefully they will approve it. He stated he also sent out a letter for a shared service agreement for the Municipal Clerk.

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

PUBLIC WORKS REPORT

November 10, 2020

On a daily basis the municipal building was cleaned and garbage discarded. Picked up supplies from Lowes, loaded brush from shop and took to the dump. Removed sign pole and sanded and painted it. Picked up bulk on Barker Avenue. Cleaned Shop and organized it. Got rid of old storage building. Dug up stumps and dumped them, repainted handicap parking spot. Cleaned up brush pile. Replaced a sign, got quotes for new truck, picked up welder and set it up, worked on leaf vac screens, cut and rewelded screen slides back in place, cleaned island, cleaned leaves in the park, on Vail Lane and the municipal building, got rid of e-waste, went to Napa for parts, cleaned out cardboard bin, dumped leaf vac and started working on leaf vac wiring for new lights.

Submitted by Kenneth Wall, Public Works Department.

Deputy Mayor Jennings introduced the new Ken Wall, new public works employee.

Mr. Anthony stated some of the items on the agenda are due to the efforts of Mr. Wall.

SAFETY AND NEIGHBORHOOD WATCH: NONE

RESOLUTIONS-

Township of Shrewsbury

Resolution #2020-124

**AWARD CONTRACT TO AUTOMATICS UNLIMITED, INC
FOR FRONT DOOR TO MUNICIPAL BUILDING**

WHEREAS, the front door to the municipal building has been damaged as a result of constant flooding. The public works employee, Kenneth Wall, with assistance from other employees, have sought quotes for the replacement of the aforesaid door.

WHEREAS, public works employees have sought quotes from at least three (3) contractors and is making the recommendation to the Township Committee to purchase a door offered by Automatics Unlimited Inc., for \$7,800.00., a true copy of the aforesaid proposal is attached hereto and made a part hereof as Exhibit "A"; and

WHEREAS, N.J.S.A. 40A:11-5 of the state statute allow for the municipality to solicit and receive at least three (3) quotes on materials, supplies or equipment, when the purchase price is below the bid threshold required for public contracts.

WHEREAS, THE Chief Financial Officer has certified that sufficient funds will be available and appropriated in the Capital Improvement Ordinance for improvements to the Municipal Building in account #C 04-01-210 in the amount not to exceed \$7 ,800.00.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey, that the contract for the front door of the Township Municipal Building shall be purchased from and is hereby authorized to be purchased from Automatics Unlimited Inc., in an amount not to exceed \$7,800.00, set forth more fully in Exhibit "A,: attached hereto;

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

Job location:

Main Entrance

Furnish and Install:

- 6/0x7/0 Custom Storefront Doors and Frame
- Butt Hinges
- 10"Bottom Rail
- Norton 1601 Door Closer
- 5" Saddle
- Push/Pull Handles
- Record 8000Automatic Swing Door Unit
- BEA Push Plates with Remote Activation
- Bollard Post

Exclusions: 110 vac to unit
Permits by others

Total\$ 7800.00

EXHIBIT "B"

Township of Shrewsbury

Resolution #2020-125

RESOLUTION AUTHORIZING PURCHASE OF 2019 FORD F-550 CHASSIS

WHEREAS, the Township of Shrewsbury, in its Public Works Department is need of a truck in order to perform necessary heavy duty work, including snow plowing; and

WHEREAS, pursuant to NJSA 40A:11-12, Shrewsbury Township, may without advertising for bids, purchase any goods or services under any contract or contracts entered into on behalf of the State of New Jersey Division of Purchase and Property in the Department of Treasury; and subject vehicle is a vehicle that can be purchased under state contact; and

WHEREAS, the Chief Financial Officer certifies the availability of funds not to exceed \$75,000, under account number C-04-55-220-001; and

WHEREAS, this type of purchase allows for purchase through state contract without bidding pursuant to NJSA 40A:11-12.a.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Shrewsbury, that the governing body hereby authorizes the purchase of a one (1) 2019 Ford F-550 Chassis type F550 4x4 chas/c through Costars vendor #120209, Costars #25 Municipal Work Vehicle Contract #025-265, pursuant to an invoice dated 10-22-2020a true copy of which is attached hereto and made a part hereof as Exhibit "A". Cost not to exceed \$75,000.00.

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

Date: 10/22/2020 Salesperson:

Manager: Dustin Iacovazzi

FOR INTERNAL USE ONLY

BUSINESS NAME	Town of Shrewsbu	Home Phone: (908) 477-9540
CONTACT		
Address •	700 Maple Ave	Work Phone:
	WORCESTER CO	Cell Phone:
E-Mail :	SHREWSBURY, MA 07.	

VEHICLE

Stock # : 10579t	New / Used : New	VIN 7 FDUF5HY5KDA26284	Mileage : 68
Vehicle • 2079 Ford F-550 Chassis		Color : RACE RED	
Type : F550 4X4 CHAS/C		F5H9	

Switch N Go System	
Switch N Go Dump Body	4,750.00

Duty Plow . 5,250.00	9' Super
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Buyers Under Tailgate Spreader	5,300.00
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Selling Price	67,900.00
Discount	8,621.00
Adjusted Price	59,279.00
Add-Ons	15,300.00
Total Purchase	74,579.00
Trade Allowance	
Trade Diffcncce	

EXHIBIT "A"

Doc Fee	389.00
Non Tax Fees	32.00
Trade Payoff	
Cash Deposit	
Balance	75,000.00

By signing this authorization form, you certify that the above personal information is correct and accurate, and authorize the release of credit and employment information. By signing above, I provide to the dealership and its affiliates consent to communicate with me about my vehicle or any future vehicles using electronic, verbal and written communications including but not limited to eMail, text messaging, SMS, phone calls and direct mail. Terms and Conditions subject to credit approval. For Information Only. This is not an offer or contract for sale.

COSTARS VENDOR # 120209 COSTARS MUNICIPAL WORK VEHICLE CONTRACT #025-265

Township of Shrewsbury

Resolution #2020-126

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF SHREWSBURY
AUTHORIZING THE SOLICITATION OF FAIR AND OPEN PROPOSALS FOR PROFESSIONAL
SERVICES FOR THE 2021 CALENDAR YEAR FOR THE POSITIONS OF TOWNSHIP ENGINEER,
TOWNSHIP ATTORNEY, AUDITOR AND TOWNSHIP BOND COUNSEL**

WHEREAS, the Township Committee of the Township of Shrewsbury seeks to obtain professional services for Township Attorney, Township Bond Counsel, Township Auditor and Township Engineer through the Fair and Open Process,

NOW THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey as follows:

1. That notices for the services of Township Attorney, Township Bond Counsel, Township Auditor and Township Engineer shall be published on the Township website commencing November 12, 2020,
2. That the proposals conform to the application packets attached.
3. That the application packages be submitted no later than December 8, 2020 at 10:30 am, at Shrewsbury Town Hall, 1979 Crawford Avenue, Shrewsbury Township, NJ

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

Township of Shrewsbury

Resolution #2020-128

AUTHORIZE PAYMENT OF BILLS

The Township Committee of the Township of Shrewsbury hereby authorizes payment of the Bills in the amount of **\$ 90,590.61** .

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

NEW BUSINESS –

OLD BUSINESS – NONE

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

Marcia Meer Eagone 418 Crawford Street stated there was a white trailer parked in the area as you come into Shrewsbury Woods. She stated she thinks something should be done about it because it is a commercial vehicle.

Mr. Anthony questioned what was the closest street address.

Mrs. Meer Eagone stated it was 266 Crawford,

Mr. Anthony stated he would contact Tom Welsh the Code Enforcement Officer.

James Vervoort 117 Barker Avenue discussed various areas of concern such as the sidewalks and the park. Mr. Anthony stated he would see if the engineer could add items to the grant.

Mr. Brunson stated the Recreation Department gave the engineer various items for the grant and they are aware of other requested suggestions.

Mr. Anthony stated he would call up Bill White.

Mr. Vervoort stated the handicap space for 48 Barker Avenue needed to be removed.

Mr. Anthony stated he would have to see if a resolution was adopted. If it was a general space they would have to do a resolution to eliminate. If a specific resident requested it we would have to make sure that they left.

Mr. Vervoort stated the person who requested the spot has passed away.

Mr. Vervoort also reported the sink hole that was in the street. He stated Jeff Foster was suppose to fill it in.

Mr. Anthony requested Mr. Wall look into it.

Robin Kane 84 Belshaw Avenue reported that the light was still out by 66 Belshaw Avenue and it was a township light.

Ms. Thornton stated she called JCP&L eight times regarding the light. She stated she would call Broadway lighting regarding it.

Mrs. Kane thanked the Township for the Halloween party and stated the streets look very nice.

Bill Spengeman 143 Belshaw questioned the outcome of the low hanging wires that were reported at a previous meeting.

Mayor Puhak stated he asked Bill White to look into it.

Mr. Anthony stated he would follow up.

Mr. Vervoort stated he inquired about the wires and it's Verizon's wires.

The Committee voted to go into executive session.

Township of Shrewsbury

Resolution #2020-127

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 the personnel issue involving a request by Richard Brunson for additional compensation in order to undertake the role of Public Events/Audio Specialist/COVID-19 Cleaning and similar tasks.

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.

1. More particularly, such matters shall be discussed concerning personnel and additional compensation request of Richard Brunson.

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
LETTICE						X
JENNINGS	X		X			
PUHAK		X	X			

Mayor Puhak offered a motion, moved and seconded by Deputy Mayor Jennings to come out of executive session. All aye. Upon returning from executive session the Committee took the following action:

Township of Shrewsbury

Resolution #2020-129

RESOLUTION AUTHORIZING TEMPORARY STIPEND FOR EXTRA DUTIES CARRIED OUT BY RICHARD BRUNSON

WHEREAS, Richard Brunson was previously appointed as Recreation Director of the Township of Shrewsbury, receiving compensation for recreation; and

WHEREAS, since September 2020, Mr. Brunson has undertaken the role of Public Events/Audio Specialist/COVID-19 Cleaning/Disinfecting of Municipal Building, including offices and gym, tasks that were absolutely necessary and were not undertaken by public works as a result of a change in personnel; and

WHEREAS, it is desirable for the Township Committee to continue the role of Public Events/Audio Specialist/COVID-19 Cleaning/Disinfecting of Municipal Building, and similar tasks, will be compensated for his work in September and October of 2020; and

WHEREAS, Chief Financial Officer hereby certifies by Certification available at Municipal Hall, the Availability of Funds in the amount of Three Hundred (\$300.00) Dollars per month from budgetary line item entitled "Buildings and Grounds" for the performance of the aforesaid duties.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Shrewsbury that Richard Brunson should be reimbursed Three Hundred (\$300) Dollars for the month of September and Three Hundred (\$300) Dollars for the month of October and shall continue to be paid a stipend of Three Hundred (\$300) Dollars a month thereafter for undertaking Public Events/Audio Specialist/COVID-19 Cleaning/Disinfecting of Municipal Building and similar tasks, until further action of the Township Committee, which would be consistent with the end of the COVID-19 pandemic.

BE IT FURTHER RESOLVED, that Chief Financial Officer hereby certifies by Certification available at Municipal Hall, the Availability of Funds not to exceed Three Hundred (\$300.00) Dollars per month as a stipend.

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

DATE OF NEXT MEETING – Regular Township Committee Meeting – December 8, 2020 at 4pm

ADJOURNMENT

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

December 10, 2020
Respectfully submitted,

Pamela Howard, RMC,CMR
Municipal Clerk