



**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

December 21, 2021

REGULAR MEETING - 6:00 PM

MINUTES

CALL MEETING TO ORDER

In accordance with the requirements of Section 4(a) of C.231, P.L. 1975, the required Notice of this meeting was published in the Two River Times on April 22, 2021, 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

SALUTE TO THE FLAG

APPROVAL OF MINUTES

Regular Meeting Minutes – October 26, November 9, 2021, November 12 and November 23, 2021

Moved by Mayor Puhak, seconded by Mrs. Lettice
Mrs. Lettice, Mr. Jennings and Mayor Puhak

CORRESPONDENCE – NONE

REPORTS

Finance - None

Municipal Attorney – Mr. Anthony stated he did a lot of shared services and some of the agreements will be approved tonight. He stated that both he and Ms. Howard have been working on the Clerk's position. Three resumes were received and it will be discussed in Executive Session.

Housing Inspector/Code Enforcement – None

Recreation – Ms. Howard stated that Ms. Thornton and Mrs. Lettice held a Christmas Celebration for the children and it was very nice.

Public Works - Mr. Jennings read the report in it's entirety.

PUBLIC WORKS REPORT

December 1, 2021

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

Picked up leaves. Cleaned leaves in park, main building, and front islands. Put up Christmas lights. Made a star for the top of the tree. Fixed light that points at township sign. Cleaned leaves on paper road. Maintenance of new dump truck. Cleaned inside shop. Checked all snow equipment. Working on getting light changed on pole #JC33 by JCP@L.

Submitted by Kenneth Wall, Public Works Department

ORDINANCE(S) – NONE

RESOLUTIONS-

Township of Shrewsbury

Resolution #2021-109

**AUTHORIZE CHANGE ORDER #1 IN CONNECTION WITH
CRAWFORD STREET ROADWAY IMPROVEMENTS**

WHEREAS, on October 13, 2020, a contract was awarded to Earle Asphalt Company in the amount of \$278,913.13 in connection with Crawford Street roadway improvements; and,

WHEREAS, the work has been completed as per the partial payment request No. 3 & Final and is entitled to payment in the amount of \$42,876.04 upon submission of an acceptable two year Maintenance Bond in the amount of \$28,194.77; and,

WHEREAS, a change to the contract in the amount of \$3,034.54 has been experienced as a result of larger than anticipated fuel and asphalt price increases; and,

WHEREAS, this increase has been approved by the Township Engineer; and,

WHEREAS, funds for this purpose are available in the annual municipal budget, in the appropriation entitled C-04-55-218-001 and the Chief Financial Officer has so certified in writing; and,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Shrewsbury that the Mayor be and is hereby authorized to execute Change Order #1 in the contract with Earle Asphalt Company in connection with Crawford Street roadway improvements resulting in a net increase of \$3,034.54 revising the total contract amount to \$281,947.67; and,

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

Township of Shrewsbury

Resolution #2021-110

**CONFIRM USE OF THE MUNICIPAL GYMNASIUM BY
SHREWSBURY APARTMENTS, LLC AND REFUND DEPOSIT**

WHEREAS, Shrewsbury Apartments, LLC requested use of the municipal gymnasium for December 3, 2021; and,

WHEREAS, Shrewsbury Apartments, LLC provided the Township of Shrewsbury with the appropriate certificate of insurance and deposit of \$250.00, and

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WHEREAS, Shrewsbury Apartments, LLC event was held and the gym was returned in good condition; and,

NOW THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Shrewsbury, the County of Monmouth, State of New Jersey, confirms the use to Shrewsbury Apartments and now wishes to refund the deposit in the amount of \$250.00.

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

AUTHORIZE SCAT AGREEMENT WITH MONMOUTH COUNTY

WHEREAS, the Monmouth County Board of Chosen Freeholders has established the Special Citizens Area Transportation System, known as SCAT; and

WHEREAS, the Township of Shrewsbury, County of Monmouth, State of New Jersey has had an annual contract with Monmouth County to provide transportation service to eligible residents; and

WHEREAS, the Township of Shrewsbury, County of Monmouth, State of New Jersey wishes to continue this service; and

WHEREAS, it is necessary to set forth the responsibilities of both parties in this agreement; and

WHEREAS, the Chief Municipal Finance Officer will place sufficient funds for this contract in the CY 2022 Budget.

NOW THEREFORE BE IT RESOLVED, by the Township of Shrewsbury, County of Monmouth, State of New Jersey that the SCAT agreement and contract with Monmouth County Board of Chosen Freeholders is hereby approved for the period of January 1, 2022 through December 31, 2022, at an amount not to exceed 4,500.00.

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

Township of Shrewsbury

Resolution #2021-112

RESOLUTION TO AUTHORIZE SHARED SERVICE AGREEMENT BETWEEN THE BOROUGH OF RED BANK AND THE TOWNSHIP OF SHREWSBURY FOR EMERGENCY MEDICAL 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 Red Bank has entered into a Professional Service Contract with the Community Health Group d/b/a JFK University Medical Center for emergency medical ambulance services within the Borough from January 1, 2021 to December 31, 2023;

WHEREAS, the Borough of Red Bank and the Township of Shrewsbury wish to enter into a Shared Service Agreement for emergency medical services provided by the Borough of Red Bank through its contractor aforesaid to Shrewsbury Township as a Shared Service Agreement for CY2022 at an annual fee of \$8,000.00 per year and at a rate of \$666.67 per month, beginning January 1, 2022 and terminating December 31, 2022; and

WHEREAS, the Chief Financial Officer will place sufficient funds for this contract in the CY2022 municipal budget; and,

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 execute a Shared service Agreement, prepared by the Township Attorney with the Borough of Red Bank for

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emergency medical services for the benefit of Shrewsbury Township commencing January 1, 2022 and terminating December 31, 2022 for an annual fee of \$8,000.00; and at a rate of \$666.67 per month, beginning January 1, 2022 and terminating December 31, 2022.

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

TOWNSHIP OF SHREWSBURY

RESOLUTION #2021-113

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 2022; 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, 2022 and terminating December 31, 2022; 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, 2022 and ending December 31, 2022 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 #2021-114

AUTHORIZE PAYMENT OF BILLS

The Township Committee of the Township of Shrewsbury hereby authorizes payment of the Bills in the amount of \$130,000.64

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

Township of Shrewsbury

RESOLUTION #2021-115

RESOLUTION TO AUTHORIZE SHARED SERVICE AGREEMENT BETWEEN THE
BOROUGH OF RED BANK AND THE TOWNSHIP OF SHREWSBURY FOR THE SHARED USE
OF MUNICIPAL COURT

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 Township of Shrewsbury wishes to enter into a shared service agreement with the Borough of Red Bank for the provisions and sharing of the Municipal Court, facilities, personnel and services of the Borough on behalf of the Township for an annual fee of \$7,000.00 per year for a period commencing January 1, 2022 and terminating December 31, 2025; and

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 with the Borough of Red Bank for shared Municipal Court facilities, personnel and services for the benefit of Shrewsbury Township.

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

NEW BUSINESS –

OLD BUSINESS –

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

Bill Sprengeman, 143 Belshaw stated there was no old business mentioned. He questioned what progress has taken place as far as the codification of the ordinances.

Mr. Anthony stated he contacted Code Publishers because most towns have been codified by them.

Ms. Howard explained the condition of the ordinance books and invited Mr. Sprengeman to stop into the office and review the books.

Mrs. Kane stated she could relate to what Ms. Howard said because some ordinance only had Ann Switek’s signature and no numbers and some files were at AVMA.

Mayor Puhak stated some items were with AVMA.

Mrs. Kane stated the building looks great and her grandson and his friends had a great time at the party. She questioned whether people could rent the building for baby showers.

Mr. Jennings stated we opened the gym up again.

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Mr. Anthony stated that may change again.

Mrs. Kane questioned whether there would be another leaf pick up.

Mr. Wall stated by the 15th all of the leaves fell off of the trees and the facility does not accept leaves in the spring.

Mr. Anthony stated as far as the meetings next year the Mayor would still like to have only one meeting a month and it would be on the third Tuesday of the month. A special meeting could be held if needed. The Rent Board would be held on the same dates but at 5pm.

DATE OF NEXT MEETING – Regular Meeting January 18, 2022 at 6:00 P.M.

EXECUTIVE SESSION –

**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 the Municipal Clerk; and,

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 matters; including the Municipal Clerk.

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		X			
Jennings			X			
Puhak		X	X			

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

January 18, 2022

Respectfully Submitted,

Pamela Howard, RMC,CMR
Municipal Clerk