



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

**Katrina L. Thornton, CMR
Acting Municipal Clerk**

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

Shrewsbury Township Committee

**April 19, 2022 at 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 January 13, 2022, 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 – Present were Ms. Lettice and Mayor Jennings
Mr. Puhak – Absent**

SALUTE TO THE FLAG

CORRESPONDENCE: No Correspondence

Minutes –
Regular Minutes March 15, 2022,
Special Finance Meeting – March 29, 2022

REPORTS

Municipal Attorney – Reiterated the shared service agreement with the Borough of Red Bank for EMS services was agreed upon.

The shared service agreement with the Borough of Eatontown was agreed upon for Clean Communities and Tonnage grant.

Finance - None
Housing Inspector/Code Enforcement – None Recreation – requesting quotes for painting of gym
Safety & Neighborhood Watch – None Public Works - None

Public Works Report
April 1, 2022

On a daily basis the municipal building was cleaned and garbage discarded. Got stumps ground. Removed soil for new playground. Started to mulch main building. Pulled weeds at main building. Picked up bulk from around town and dumped at Mazza. Started building more recycling bins. Placed some new bind out in town. Took scrape metal to the dump. Weed wacked along fence in park. Picked up temporary fence and poles to put around excavated area for the playground. Got all buildings clean checked by Jif and we are in good standing with are report.

Ordinance 2022-01 Introduction by the Township Committee at the Meeting held on April 19, 2022 First Reading.

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

RESOLUTIONS-

**Township of Shrewsbury
RESOLUTION #2022-48**

AUTHORIZE USE OF THE MUNICIPAL GYMNASIUM BY ROBIN KANE

WHEREAS, various recreation programs, events and rentals are scheduled for the municipal gymnasium; and;

WHEREAS, Mrs. Robin Kane has requested the use of the municipal gymnasium, to host a family event.

WHEREAS, Mrs. Kane has provided the Township of Shrewsbury with the appropriate certificate of insurance, and

WHEREAS, the required deposit of \$250 and the residents hourly fee of \$40 per hour will be assessed and received; and,

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 Mrs. Robin Kane on May 7, 2022 from 1:30 PM until 4:30 PM.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
PUHAK						X
LETTICE		X	X			
JENNINGS	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 April 19, 2022.

Katrina Thornton, RMC
Acting Municipal Clerk

Lester Jennings
Mayor

Township of Shrewsbury
Resolution #2022-49

RESOLUTION TO AUTHORIZE SHARED SERVICE AGREEMENT BETWEEN THE
BOROUGH OF EATONTOWN FOR MUNICIPAL RECYCLING COORDINATOR
AND CLEAN COMMUNITIES' COORDINATOR

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 and the Township of Shrewsbury wish to enter into a Shared Service Agreement for the Township's use of the Borough's Municipal Recycling Coordinator and Clean Communities Coordinator and services associated thereof for the year 2022; and

WHEREAS, the Borough of Eatontown wishes to provide the aforesaid shared services to the Township of Shrewsbury for the position of Recycling Coordinator and Clean Communities Coordinator for an annual fee of \$500.00 total 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 \$500.00 for the balance of the year 2022. A true copy of said Certification is available at the Clerk's Office of Shrewsbury Township.

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 Eatontown for the shared services of a Recycling Coordinator and Clean Communities Coordinator for the benefit of Shrewsbury Township commencing January 1, 2022 and ending December 31, 2022 for a total annual fee of \$500.00.

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

ATTEST:

I, Katrina Thornton, Acting, Municipal Clerk of the Township of Shrewsbury, do hereby certify the foregoing to be a true copy of a resolution adopted by the Mayor and Governing Body at a meeting held on April 19, 2022

Katrina Thornton
Acting Municipal Clerk

Lester Jennings
Mayor

Township of Shrewsbury
RESOLUTION #2022-50

RESOLUTION FOR HIRING OF CLERICAL/BOOKKEEPER PART TIME

WHEREAS, a vacancy exists with regards to the Town Hall Main Office that needs to be filled in accordance with the Personnel Policy and Procedures Manual and Employee Handbook; and

WHEREAS, in accordance with Section 4.30, entitled, "Employment Procedure" of the Personnel Handbook, the vacant position was advertised; applications were received from fifteen applicants; interviews were undertaken by the Personnel Committee for the top five candidates, and all applications for employment were accepted and treated objectively and equally in accordance to laws and guidelines issued by the New Jersey Division on Civil Rights and the U.S. Equal Opportunity Commission; and

WHEREAS, after review of the applications and interviews by the Personnel Committee, applications and resumes were submitted to the Township Committee with regard to all of the top five applicants determined by the Personnel Committee, and it is recommended that an offer of employment be made to Mary Russell, residing at 26 Alameda Court, Shrewsbury, New Jersey , at a salary of Eighteen Dollars per hour (\$18.00), part time, and if accepted, this Resolution shall serve as an appointment to the position of Clerical/Bookkeeper Employee, part-time; subject to a physical examination as background check is accepted as a current government employee and a satisfactory physical examination is in review of the same pursuant to 4.30 of the Personnel Manual; and

WHEREAS, the Personnel Committee in its deliberations determined the best qualified, most desirable applicants for the position based on specification sets forth in the advertisement, the interviews and the resumes, and the Personnel Committee makes this recommendation to the Township Committee based on the five best candidates assessed by the Personnel Committee.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey, that the Township Committee hereby authorizes a job offer, and if accepted, appoints for hiring as a part-time Clerical/Bookkeeper Employee, Mary Russell, residing at 26 Almeida Court, Shrewsbury, New Jersey, at a salary of Eighteen Dollars per hour (\$18.00), part-time, subject to an appropriate medical examination and satisfactory results from said medical examination per the Personnel Manual and subject to a criminal background check, which is satisfactory to the Township Committee and further criteria as set forth in 4.30 of the Personnel Manual, and subject to a probationary period of ninety (90) days commencing the date of acceptance of this job offer and commencement of employment by Mary Russell, subject to the procedures for processing successful applicants per the Personnel Manual. Upon a Satisfactory review in ninety (90) days, the per hour rate will increase to Nineteen Dollars per hour (\$19.00) Ms. Russell will serve as the Certified Deputy Registrar.

BE IT FURTHER RESOLVED, that no benefits of the part-time employment status shall commence in accordance with the Personnel Manual based on the actual commencement of employment after the physical examination and criminal background check, along with the stated salary of Eighteen dollars (\$18.00) per hour.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Puhak						X
Lettice	X		X			
Jennings		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 April 19, 2022.

Katrina Thornton
Acting Township Clerk

Lester Jennings
Mayor

**Township of Shrewsbury
RESOLUTION #2022-51**

RESOLUTION TO INTRODUCE THE 2022 MUNICIPAL BUDGET

BE IT RESOLVED, that the following statements of revenues and appropriations shall constitute the Municipal Budget for the year 2022:

General Appropriations for:

Appropriations within "CAPS"
Municipal Purposes \$ 652,965.00

Appropriations excluded from "CAPS":
Municipal Purposes \$ 550,565.70

Reserve for Uncollected Taxes \$ 38,273.78

Total General Appropriations \$ 1,241,804.48

Less: Anticipated Revenues other
than current property tax \$ 322,550.48

Difference: Amount to be raised by Taxes
for Support of Municipal Budget
as follows:

Local tax for Municipal Purposes
including Reserve for Uncollected Taxes \$ 919,254.00

BE IT ALSO RESOLVED, that said Budget be published in the Two River Times in the issue of **April 29, 2022**; and

BE IT FURTHER RESOLVED, that the Governing Body of the Township of Shrewsbury does hereby approve the following as the Budget for the year 2022.

BE IT FINALLY RESOLVED that a Hearing on the Budget and Tax Resolution will be held at Shrewsbury Township Municipal Building on May 17, at 6:00 p.m. at which time and place objections to said Budget and Tax Resolution for the year 2022 may be presented by taxpayers or other interested persons.

I, Katrina Thornton, Acting, Municipal Clerk of the Township of Shrewsbury, do hereby certify the foregoing to be a true copy of a resolution adopted by the Mayor and Governing Body at a meeting held on April 19, 2022

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

Jennings		X	X			
-----------------	--	----------	----------	--	--	--

 Katrina Thornton
 Acting Municipal Clerk

 Lester Jennings
 Mayor

Township of Shrewsbury

Resolution #2022-52

AUTHORIZE PAYMENT OF BILLS

The Township Committee of the Township of Shrewsbury hereby authorizes payment of the Bills in the amount of \$ 165,492.58

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

I, Katrina Thornton, Acting, Municipal Clerk of the Township of Shrewsbury, do hereby certify the foregoing to be a true copy of a resolution adopted by the Mayor and Governing Body at a meeting held on April 19, 2022

 Katrina Thornton
 Acting Municipal Clerk

 Lester Jennings
 Mayor

NEW BUSINESS – None

OLD BUSINESS – None

Ms. Lettice offered motion to open public portion of the meeting, moved and seconded by Mr. Jennings, all were in favor

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

**Robin Kane – 84 Belshaw Ave – DPW did a great job at removing the bulk items from the Township
 Ken Wall said Thank You the registration helped
 Robin Kane – 84 Belshaw Ave – Inquired about the schedule for the park
 Ken Wall – Stated that the following week the residents will begin to see the park being prepared for construction.**

Mr. Jennings motion to close public session, moved seconded by Ms. Lettice
 All in Favor

**DATE OF NEXT MEETING – Special Meeting April 26, 2022 at 6:00 P.M.
Regular Meeting May 17, 2022 at 6:00 P.M.**

Do I hear a motion to adjourn the public meeting? Moved by Ms. Lettice and seconded by Mr. Jennings, all in favor.

Respectfully Submitted,

Katrina L. Thornton, CMR
Acting Municipal Clerk
Meeting Adjourned