



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

**Katrina Thornton, CMR
Acting Municipal Clerk**

**Phone (732) 542-0572
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Shrewsbury Township Committee

April 9, 2024

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 Annual Notice of this meeting was published in the Two River Times on January 11, 2024, in addition to posting on the Township Website and the bulletin board in the Municipal Building and filing a copy of said notice with the Municipal Clerk. www.townshipofshrewsbury.com.

ROLL CALL

GOVERNING BODY MEMBERS PRESENT: Deputy Mayor Lynda Lytice and Mayor Lester Jennings.
Absent: Committeeman Glenwood Puhak.

TOWNSHIP OFFICIALS PRESENT: Township Attorney Gene Anthony and Acting Municipal Clerk, Katrina Thornton.

SALUTE TO THE FLAG

APPROVAL OF MINUTES

Ms. Thornton stated the approval of March 13, 2024 Minutes was held until the next meeting.

CORRESPONDENCE –

Ms. Thornton stated she received a letter from JCP&L stating they were going to be flying a helicopter over Shrewsbury Township on April 23rd-25th. She stated they've asked us to send a letter stating that we have no objection to get being done. They want us to put a notice out so that no one would be alarmed.

Mr. Anthony asked Ms. Thornton if she saw his email because a resolution had to be done prior to sending out the letter. He stated he would recite it this evening and prepare the written one after the fact. It would be Resolution # 2024-46.

REPORTS -

FINANCE

Katie LaPorta stated they held their budget workshop meeting on Saturday, March 27, 2024. Katrina, Mayor Jennings, Mrs. Lettice and Mr. Brunson were present and they discussed what their desires were moving forward. She stated they had some quotes so they know how much to add into the budget and they are looking to introduce the budget in May.

HOUSING INSPECTION

Mr. Anthony stated the Rent Leveling Board spoke to Tom Welsh, Code Enforcer and he's recommending that for purposes of property maintenance we incorporate the International Property Maintenance Ordinance. He stated he was going to go through the process and find what we have for property maintenance and incorporate the International Property Maintenance Ordinance into that and you're going to have it introduced hopefully at the next meeting. He also stated wherever our ordinance was incorrect, it would now be corrected.

RECREATION

Ms. Thornton stated from the workshop meeting it was discussed that Mr. Brunson was going to be working with Laila and design some programs for the summer and then they will figure out where they will utilize the budget to cover some things. They are also working on senior programs that will go

throughout the year, as well as the upgrades to the gymnasium. She stated they would increase the price for rentals if they utilize the kitchen.

Mr. Anthony questioned whether she had recommendations for cost and if so to send it to him so that he could prepare and amend the ordinance.

MUNICIPAL ATTORNEY

Mr. Anthony stated he sent a letter to Cassandra Lazaro, property manager for Shrewsbury Arms by certified and regular mail advising her that they should paint their fire lanes to discourage parking in the fire lanes. He also sent a letter to German Automotive, Nicholas and Robin Rossi who are neighbors on the other side of the fence advising them that their trees were causing damage to the fence line and they are also falling into Shrewsbury Township and they need to trim them and if they do not trim them completely within 60 days and should something happen they will be held responsible and the Township Attorney will take action of the highest caliber in order to address the issue.

Mr. Anthony questioned the final status of the Shared Service with Red Bank First Aide Squad.

Ms. Thornton stated we didn't need a resolution and that we were just paying quarterly.

Mr. Anthony stated we sent them an agreement a long time ago and questioned whether it was received.

Ms. Thornton stated it was returned and Mr. Anthony requested a copy of it.

PUBLIC WORKS

No Report

SAFETY NEIGHBORHOOD WATCH

No Report

ORDINANCE (S)

2024-02 APPROVED

Township Committee Person Lettice introduced the aforesaid Ordinance and Mayor Jennings Seconded said Ordinance for introduction:

ORDINANCE # 2024-02

ORDINANCE PROVIDING FOR THE CONTROL OF FERAL CATS IN THE TOWNSHIP OF SHREWSBURY, COUNTY OF MONMOUTH AND STATE OF NEW JERSEY

WHEREAS the Mayor and Township Committee of the Township of Shrewsbury are aware of problems in the Township caused by an increasing feral cat population; and

WHEREAS there are no facilities in the Township of Shrewsbury ("Township") to address issues created by feral cats; and

WHEREAS programs for the managed care of feral cat colonies have proven to be effective in reducing the number of feral cats and is more humane than trapping and euthanizing; and

WHEREAS the Mayor and Township Committee deem it in the public interest to amend the Ordinances in order to permit implementation of a Community Cat Program in Shrewsbury Township for purposes of reducing the population of feral and free-roaming cats, benefitting the public health and improving the quality of life for residents, and insuring the humane treatment of community cats; and

WHEREAS this Ordinance was amended in 2017 for the managed care of feral cat colonies with reference to the necessity of registration of feral cat colonies, a prior Ordinance requiring the licensing and controlling of cats was rescinded on September 20, 2022, and the two actions need to be distinguished.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED, by the Mayor and Township Committee of the Township of Shrewsbury, County of Monmouth and

State of New Jersey that the existing Ordinances concerning the licensing and controlling of cats in Shrewsbury Township shall be amended and supplemented as follows:

Section 1. Definitions.

- A. Cat(s); means every cat, regardless of sex or age.
- B. Feral Cat(s) or Community Cat(s); means a cat, regardless of sex or age, that is unowned, free roaming and not interactive with humans.

- C. Feral Cat Colony; means a group of feral cats that have been trapped, neutered or spayed and released back into the area from which they were taken.
- D. Feral Cat Colony Caretaker; means a person who has registered the colony with the Township of Shrewsbury or any delegated animal control association, and who provides sustenance, water and care for a feral cat colony.
- E. Adult Cat(s); means any cat over the age of four (4) months.
- F. Nuisance Cat(s); means any cat that unreasonably annoys humans, endangers the life or health of other animals or persons, or substantially interferes with the rights of citizens, other than their owners, to enjoyment of life or property.
- G. Owner; means every person having the right of property and a cat(s), or who keeps or harbors a cat(s), or who has a cat(s) in his/her care or who acts as a custodian of a cat(s), or who permits a cat(s) to remain in or about the premises occupied by him/her.

Section 2. Limitations on Keeping Cat(s).

- A. No owner of any cat(s) shall allow the animal to freely roam out of doors; unless it has been spayed or neutered. The owner of each spayed or neutered cat(s) shall keep a record for each cat(s) from a duly licensed veterinarian containing a description of the cat(s), the name of the owner and the date in which the spaying or neutering took place. Any cat(s) allowed to roam out of doors shall be required to wear a collar; designed to release the cat(s) should it become entangled or trapped by the collar, containing the owner's identification information and proof of current rabies vaccination. It shall be unlawful for any person to own, keep, hold, board or harbor more than five (5) adult cats that are allowed to freely roam out of doors. An adult cat is described as a cat over the age of four (4) months.
- B. The limitation on the number of cats owned, kept, held or harbored shall not apply to caretakers of feral cat colonies that have registered such colonies with the Township. Registration shall include the name and address of the caretaker(s), animal rescue group, if any, that they are affiliated with, and the location of the colony. A feral cat colony may be registered when the volunteer caretaker and Shrewsbury Township can assure that:
 1. Regular feeding of the colony will be maintained throughout the year;
 2. Adult cats and kittens over eight (8) weeks of age that can be captured, will be neutered or spayed and vaccinated against rabies. A three-year rabies vaccine will be administered whenever feasible;
 3. Every attempt will be made to remove kittens from the colony before they reach the age of eight (8) weeks for domestication and placement;
 4. Sick or injured cats will be removed from the colony for immediate veterinarian care or humane euthanasia;
 5. Cats will be earmarked for recognition of members of a registered feral cat colony; and
 6. Records of sterilization, vaccination and animal identification can be provided to Shrewsbury Township or its delegated animal control agency, if any, upon request.
- C. The breeding of cats for financial gain shall be prohibited.
- D. ***It is acknowledged that the Township of Shrewsbury no longer has a licensing requirement for cats in general, and that registration of feral cat colonies is separate and distinct from any general requirement of licensing, which no longer exists in Shrewsbury Township, and only applies to feral cat colonies to satisfy the conditions of this Ordinance.***

Section 3. Nuisance Cats.

- A. It shall be unlawful for any person to permit any cat(s) they own, keep, hold, board or harbor to:
 1. Damage the property of anyone other than its owner;
 2. Enter the property of anyone other than its owner and kill or maim domestic animals or wildlife;

3. Excessively make disturbing noises, including, but not limited to, continued and repeated caterwauling, howling, whining, or other utterances causing unreasonable annoyance, disturbance or discomfort to neighbors or others;
4. Foul the air with odor and thereby cause unreasonable annoyance or discomfort to neighbors or others near to the premises where the cat(s) is kept or harbored;
5. Cause unsanitary conditions in enclosures or surroundings where the cat(s) is kept or harbored; and
6. Be offensive or dangerous to public health, safety and welfare by virtue of number and/or types of cat(s) contained.

Section 4. Trapping of Nuisance Cat(s).

- A. The owner of property in which a feral nuisance cat(s) is present may request a live trap from any local animal control agency, which trap and remove the nuisance cat(s). The live trap must be inspected at a minimum of once every twelve (12) hours by the person who requested the trap, and animal control agency providing such trap, or the Township Animal Control Officer contacted immediately upon the trapping of the cat(s). At no time may a trapped animal remain in a live trap more than six (6) hours, and the trapped animal may not be left in an inhuman condition or position such as adverse weather conditions or where it cannot defend itself from other dangerous animals. The traps will not be placed when the Animal Control Officer of the Township will be unavailable to pick it up the next day; i.e. weekends, holidays and when the Township Animal Control Officer will be off duty.

Section 5. Trapping of Healthy Community Cats.

- A. Healthy community cats that have been trapped by animal services, in accordance with this Section and may be identified as either being “on the property of the owner” or where the owner can be identified and not strayed (off the property of the owner) shall be immediately returned to the location and owner at which they are found, released to the caregiver or adopted. Prior to being returned to the owner and its location at which it was found or released to a caregiver, healthy community cats may be sterilized, spayed or neutered, and ear tipped while under anesthesia by a licensed veterinarian and vaccinated for rabies.
- B. Notwithstanding the foregoing, whenever such a cat is visibly injured or diseased and appears to be suffering, and it reasonably appears that such cat cannot be expeditiously cured and returned to an owner, then animal services, acting in good faith and upon reasonable belief, may either transfer the cat to an accepting humane society or humanely euthanize the cat upon the advice of, and by a licensed veterinarian.

Section 6. Penalties.

Any person, firm, corporation, unincorporated association, group, committee or association violating any provision in this Ordinance shall, upon conviction, be subject to a fine not exceeding \$2,500.00, a term of imprisonment not exceeding 90 days or a period of community service not exceeding 90 days, or any combination thereof.

BE IT FURTHER ORDAINED AND ENACTED, that this Ordinance shall take effective immediately upon final adoption and publication in the manner prescribed by law.

BE IT FURTHER ORDAINED AND ENACTED, that all Ordinances or parts of Ordinances that are inconsistent herewith are repealed, but only to the extent of such inconsistency.

Roll Call:

Puhak: Absent
Lettice: Aye
Jennings: Aye

2024-03 APPROVED

Township Committee Person Lettice introduced the aforesaid Ordinance and Mayor Jennings Seconded said Ordinance for introduction:

ORDINANCE # 2024-03

ORDINANCE AMENDING AN ORDINANCE PROVIDING FOR THE REGISTRATION, LICENSING AND REGULATION OF DOGS IN THE TOWNSHIP OF SHREWSBURY, MONMOUTH COUNTY, NEW JERSEY

WHEREAS, the Township of Shrewsbury has established a number of Ordinances establishing fees for participants in various activities including an Ordinance providing for the registration, licensing and

regulation of dogs originally adopted on September 2, 1953, amended in June, 1960; amended again October 8, 1991; amended again in 1996; amended again in 2007 and amended again in 2014; and

WHEREAS, the State of New Jersey has allowed for increased fees and late fees for the registration and licensing of dogs.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED, by the Governing Body of the Township of Shrewsbury, State of New Jersey that the following existing Ordinance shall be amended and supplemented as follows:

SECTION 1 – Said dog license, if paid on or before the thirty-first day of January of each year, shall be \$15.00 for neutered dogs and \$18.00 for dogs that have not been neutered inclusive of the state fee required. In addition, there shall be a late fee of \$7.00. The owner of any dog requesting a duplicate registration tag shall be charged \$2.00 for each additional tag.

SECTION 2 - Every person, business, corporation or association that fails to register and pay the license fee set forth more fully in Section 1 of this Ordinance in accordance with the time schedule set forth in Section 1 of this Ordinance, shall pay a late fee of \$7.00 for each month that the person, business, corporation or association fails to license or renew its license in accordance with Section 1, and shall pay said late fees upon renewal of the license or as a result of enforcement of this Ordinance.

SECTION 3 - Any violation of Section 1 or 2 of this Ordinance shall lead to enforcement in Municipal Court of Shrewsbury Township or other designated Court having a Shared Service Agreement with a minimum fine of \$250.00 for each and every month from the date in which registration and licensing is required if the Defendant has failed to register and pay the License Fee set forth more fully in Sections 1 and 2 of this Ordinance.

BE IT FURTHER ORDAINED, that this Ordinance shall take effective immediately upon final adoption and publication in the manner prescribed by law.

All Ordinances or parts of Ordinances that are inconsistent herewith are repealed, but only to the extent of such inconsistency.

2024-04 APPROVED

Township Committee Person Lettice introduced the aforesaid Ordinance and Mayor Jennings Seconded said Ordinance for introduction:

ORDINANCE # 2024-04

**ORDINANCE AMENDING AN ORDINANCE RELATING TO TRAFFIC IN REGULATING THE USE OF PUBLIC STREETS AND PUBLIC PARKING LOTS IN THE TOWNSHIP OF SHREWSBURY, DEFINING AND PROVIDING FOR THE ESTABLISHMENT OF PARKING SPACES UPON THE PUBLIC STREETS AND PARKING LOTS, AND FOR THE ENFORCEMENT THEREOF AND PROVIDING PENALTIES FOR THE VIOLATION THEREOF
ORIGINALLY ADOPTED**

SEPTEMBER 14, 1993; AMENDED OCTOBER 12, 1993; AMENDED OCTOBER 13, 2009 AND MARCH 13, 2024

BE IT ORDAINED by the Township Committee of the Township of Shrewsbury, County of Monmouth, State of New Jersey as follows:

WHEREAS the Township of Shrewsbury may make, amend, appeal and enforce such ordinances, regulations, rules and by-laws not contrary to the laws of the State of New Jersey or the United States as it may deem necessary and proper for the good government, order and protection of persons and property and for the preservation, the public health, safety and welfare of the Township of Shrewsbury and its inhabitants and as may be necessary to carry into effect the powers and duties conferred and imposed by the laws of Shrewsbury Township in the County of Monmouth in the State of New Jersey pursuant to N.J.S.A. 40:48-2.

NOW THEREFORE BE IT ORDAINED AND ENACTED, by the Township Committee of the Township of Shrewsbury in the County of Monmouth in the State of New Jersey that the ordinance entitled “Ordinance Amending and Ordinance Relating to Traffic in Regulating the Use of Public Streets and Public Parking Lots in the Township of Shrewsbury, Defining and Providing for the Establishment of Parking Spaces Upon the Public Streets and Parking Lots, and for the Enforcement Thereof and Providing Penalties for the Violation Thereof” as adopted September 14, 1993; October 12, 1993; October 13, 2009 and March 13, 2024 is hereby amended as to Article IV, entitled “Designated Reserve or Limited Parking” as follows:

Article IV. Designated Reserve or Limited Parking.

Section 3. Parking in Municipal Parking Lot.

Public Parking in the Municipal Parking Lot on Crawford Street, Shrewsbury Township shall not be allowed between the hours of 9 am through 9 pm on any given day. Violations subject to penalties set forth in this Ordinance.

BE IT FURTHER ORDAINED that each section, subsection, clause and phrase of this ordinance is declared to be an independent section, subsection, sentence, clause and phrase and the finding or holding of any such portion of this ordinance to be unconstitutional, void or ineffective for any cause or reason shall not affect any other portion of this ordinance or the general Parking Ordinance of which it is a part.

BE IT FURTHER ORDAINED AND ENACTED, that this ordinance shall be in full force and effect from and after its adoption and any publication as may be required by law.

Roll Call:
Puhak: Absent
Lettice: Aye
Jennings: Aye

RESOLUTIONS-

**TOWNSHIP OF SHREWSBURY
 RESOLUTION #2024- 44**

Authorize the Extension of the Probationary Period for Part-Time Worker Harold Huff

WHEREAS Harold Huff was hired on December 27, 2023, as a laborer in the public works department; and,

WHEREAS the Township of Shrewsbury wishes to extend the probationary period of Mr. Huff by an additional 30 days; and,

WHEREAS Mr. Huff’s, new probationary date will end on April 29, 2024.

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

**TOWNSHIP OF SHREWSBURY
 RESOLUTION #2024 – 45**

AUTHORIZED PAYMENT OF BILLS DATED APRIL 9, 2024, \$ 74,406.43

WHEREAS the Township Committee of the Township of Shrewsbury authorized payment of bills in the amount of \$ 74,406.43.

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

Mr. Anthony read the following resolution into the record and requested a vote:

**TOWNSHIP OF SHREWSBURY
 RESOLUTION #2024- 46**

AUTHORIZING JCP&L TO FLY OVER SHREWSBURY TOWNSHIP BY HELICOPTER TO PROVIDE SURVEILLANCE OF ELECTRICAL WORK

WHEREAS JCP&L desires to have a helicopter fly over Shrewsbury Township to review electrical work done in Shrewsbury Township; and

WHEREAS such surveillance may take 3 minutes or as much as 30 minutes and is in the best interest of the residents of the Township.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Shrewsbury, County of Monmouth and State of New Jersey, that the Mayor is hereby authorized to execute a letter of approval concerning aerial surveillance of electrical work performed by JCP&L in Shrewsbury Township, with the condition that the surveillance is for the limited purpose and the proposed limited time period aforesaid.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
PUHAK						X

LETTICE	X		X			
JENNINGS		X	X			

NEW BUSINESS –

Ms. Thornton reported that there were items that needed to be auctioned off and was Township surplus that was no longer of use to the Township. She stated an asset of inventory was done and based on the insurance requirements for the Township the trucks and the generators that are on the grass are not allowed and the DPW yard will have to be black topped. The items to be auctioned off would be the mason dump, the two trailers, generator and leaf machine. A resolution would be on the next meeting.

OLD BUSINESS –

Mr. Anthony reported the items in his report.

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

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

Jose Delgado 16 Barker stated he has a pick-up truck in a parking spot and the German guys tree came down and scratched his truck. He confronted the guy with the police and the guy told him that he was not going to pay him anything. His lawyer suggested he find out his insurance company but he has no way of getting it.

Mr. Anthony stated he sent a letter to the owner of the trees advising them that if they start damaging municipal property they would go after them. Mr. Anthony stated the property was in Tinton Falls and may they can enforce their ordinances but we cannot unless they damage our property. He stated it was a civil action between him and them. He stated could help him feel out and OPRA request to obtain a copy of the letter that he wrote. Our own Code Enforcement Officer talked to them and they said they did not have an ordinance that would allow them enforce or go after them for the tree falling on property. He stated he found that hard to believe because most towns have ordinances regarding trees or property maintenance codes. He stated this was not in this Township’s jurisdiction.

Robin Kane, 84 Belshaw Avenue stated she’s taken a ride throughout the Township and she sent a copy to AVMA and to Katrina regarding an update of the lights that are out in the town. She asked if there were an update on some of them.

Ms. Thornton stated that she actually got to talk to the gentleman from JCP&L the engineer for this area. He sent her a form today and he told her to fill it out and send it back to him. She told him some of the lights have been out since last year and he will handle JCP&L lights personally. We will still have to wait for High Volt if they are coming in with AVMA to give us an estimate. JCP&L told her there was a shortage of supplies.

Mrs. Kane stated there was a Shade Tree Commission Meeting in Tinton Falls on the second Tuesday of the month at 7:30pm in the basement of the municipal building.

Mr. Anthony stated Shade Tree Commissions normally have limited authority. They actually issue summons in some cases. He stated he would even talk to Code.

Mrs. Lettice offered a motion to close the meeting to the public, moved and seconded by Mr. Jennings, all were in favor.

**TOWNSHIP OF SHREWSBURY
RESOLUTION #2024- 47**

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; and

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 contract negotiations and legal issues.

BE IT FURTHER RESOLVED those 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 contract negotiations over a recycling contract arising from advertising three times for recycling bids without receiving a bid proposal.

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
PUHAK						X
LETTICE	X		X			
JENNINGS		X	X			

Mayor Jennings offered a motion to come out of executive session. Seconded by Ms. Lettice.

ADJOURNMENT

Mr. Jennings offered a motion to adjourn the meeting, moved and seconded by Ms. Lettice, all were in favor.

May 21, 2024

Respectfully Submitted

Katrina Thornton, CMR
Acting Municipal Clerk