



**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

March 13, 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 require Notice of this meeting was published in the Two River Times on April 2, 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: Committeeman Glenwood Puhak, Deputy Mayor Lynda Lettice and Mayor Lester Jennings.

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

SALUTE TO THE FLAG

APPROVAL OF MINUTES

Regular Meeting Minutes – 2/21/24

Moved by Mr. Puhak, seconded by Ms. Lettice
Ayes – All were in favor

CORRESPONDENCE

Ms. Thornton stated she received notification from Mazza and the cost for dumping would be going up as of April 1, 2024. This is the facility that is used for the Township's dumping and recycling.

Mr. Puhak questioned whether they stated by how much the cost would be and how many tons does the Township do.

Ms. Thornton stated it would be approximately \$4.50 per ton and she would have to get a listing from Shawn as to what is dumped and it but she did know that it did not include cardboard because the Township gets paid back for cardboard.

Mr. Anthony questioned whether this was to pick up all of the Township's recycling.

Ms. Thornton stated yes and Mazza does the Township's recycling and also mulch. She stated the Township just took a tree there that had fallen on a fence at AVMA on Barker Ave.

Mr. Anthony requested clarification by stating that the Township started doing their own recycling but decided we no longer wanted to do that anymore and we came to the conclusion that we did not have to go out to bid for this?

Ms. Thornton stated they did not have to because they've gone out three times for this and no one has taken it.

Mr. Anthony stated he was not sure that they had gone out three times for this and we are now just getting quotes, they are entitled to negotiate.

Ms. Thornton stated that was correct.

Mr. Anthony questioned whether she had everything in yet.

Ms. Thornton stated they were still getting push back because the Township does not use the one arm bandit, no one wants it the way our recycling is set up and or they do not want to adhere to the rules of

recycling which is man time for them if their guys have to t sort through the recycling that is put in there incorrectly.

Mr. Anthony questioned which company was she negotiating with.

Ms. Thornton stated they were not negotiating with anyone because they keep coming back to us asking if we're going to get the garbage cans. The suggestion from some of them were because it was three separate entities in the Township that they be required to lease the cans and the cans be placed where the recycling bins are now. She stated each entity would have to lease their own cans and it would be up to them whether they would want to do that.

Mr. Anthony stated it was amazing that not too long ago they were able to go out to bid and have three or four companies to bid on it.

Ms. Thornton stated they do not have the man power and they need the back loader for here. They complain that when they look at our recycling their man hours would be too long because stuff would be in there that shouldn't be because it hasn't been sorted properly. We were told that we need to recycle better.

Mr. Anthony questioned whether that was the only option left.

Ms. Thornton confirmed that it was and stated they could buy the cans but it did not make sense if the cans were going to be assigned to each entity.

Mr. Anthony questioned what company was she referring too for that.

Ms. Thornton stated Suburban, Mazza...all of them and it would be an issue as to where they would place them because the one arm from the garbage can being on the right side. They would not be able to turn around because the streets are so narrow.

Mr. Anthony stated a decision has to be made and each entity should decide whether they want to lease or buy the cans.

Ms. Thornton stated we would also have to tell them where they have to be placed.

Mr. Anthony stated a decision has to be made on this and placed on the next meeting, this was the first time he's heard that we've gotten this far and an area would have to be designated for the cans and a decision be made at the next meeting, so that there are no junk bins. Also, would township personnel have to go around and say where the bins should be placed.

Ms. Thornton stated no the company would have to tell them where it has to go for insurance purposes.

Ben Sprengeman, 143 Belshaw questioned whether at the present time Township personnel go out to all of these and they are the ones to put it into their own trucks.

Mr. Anthony confirmed that was correct.

Mr. Sprengeman stated the alternative was that big bins would have to be there and the recycling company would come and pick it up with a fork lift. He asked if it would be more likely that our personnel would find something that was being improperly done than if our guys were lifting small containers than a company entering large containers.

Mrs. Lettice stated they were not that big and they were on wheels.

Mr. Sprengeman questioned whether they were going to be inspected.

Mr. Anthony stated Township personnel could inspect it.

Ms. Thornton explained how Mazza found the paint in the past and how other items have been found, but they are not going to be able to catch everything.

Mr. Anthony again stated the Committee would have to think about this and they would have to do something at the next meeting.

REPORTS -

FINANCE

Katie LaPorta stated she has the temporary budget on the agenda this evening for approval.

HOUSING INSPECTION

Ms. Thornton stated that Tommy Welsh continues to do the c/o's and will be going into every apartment at Shrewsbury Arms Apts to do an inspection.

Mr. Anthony stated this was prompted by a Rent Leveling Board complaint.

RECREATION

Ms. Thornton stated continues to lease out most of the basketball teams that leased out last year. They also have to come up with an agreement and make an appointment the DSN from Deal that would like to rent the gym in the summer.

Mr. Anthony stated if she wanted an agreement with them, he would need some information as far as their name, address and how much we will be renting it out for so that he could put something together.

Ms. Thornton stated they were going to ask Mrs. Kane to do the Easter Egg Hunt in the park because both her and Mrs. Lettice would not be able to do it.

MUNICIPAL ATTORNEY

Mr. Anthony questioned whether Ms. Thornton received the First Aid agreement from Red Bank.

Ms. Thornton stated they wanted to be paid monthly and you said that we did not have to do a resolution because we were not switching the payment amount, so we are fine.

Mr. Anthony questioned whether they sent the Township a resolution or anything.

Ms. Thornton stated they sent her a breakdown of the billing for all quarters.

Mr. Anthony requested she send him something on that so that he could put in the file because next year he would like to incorporate that into the agreement.

Ms. Thornton stated she thought she sent it to him but would forward it to him.

Mr. Anthony questioned whether there was anything the Township needed to do as far as the tree that fell down at 872 Shrewsbury Avenue.

Ms. Thornton stated she was told by AVMA that there were additional trees that may have to come down.

Mr. Anthony questioned whether she wanted a letter sent to them to trim the trees along the fence so that we won't have to do it.

Ms. Thornton stated correct but he would have to talk to Tommy Welsh about that because the Code Enforcement Officer in Tinton Falls stated they did not have an ordinance for that.

Mr. Anthony stated then he could just be blowing in the wind because they may just ignore him until something happens and he would then have to take action, so he can't do anything right now.

Mr. Sprengeman questioned whether that was the only fall on the fence.

Ms. Thornton stated yes and they told AVMA that they were not going to do anything about it and when Mr. Welsh contacted Tinton Falls they told him they could only write him up for a couple of cars that did not belong there.

Mr. Anthony stated they could not do anything about that. He stated he thought a letter would go no where but he would still write one up.

PUBLIC WORKS

No Report

SAFETY NEIGHBORHOOD WATCH

No Report

ORDINANCE(S)

ORDINANCE (S)

TOWNSHIP OF SHREWSBURY COUNTY OF MONMOUTH ORDINANCE #2024-01

An 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 and providing penalties for the violation thereof originally adopted September 14, 1993 and amended October 13, 2009– Final Reading

Ms. Lettice offered a motion to open the hearing, moved and seconded by Mr. Jennings, all were in favor and there were no comments.

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

Ms. Lettice moved to adopt the ordinance, seconded by Mr. Puhak
Mr. Puhak, aye; Mrs. Lettice, aye; Mr. Jennings, aye.

RESOLUTIONS-

**TOWNSHIP OF SHREWSBURY
RESOLUTION #2024-40**

Authorizing Partial Payment #1 - to Fiore Paving Company as contracted for the paving Barker Avenue Roadway Improvements – Phase II

WHEREAS, Fiore Paving Company, 4 Fiore Court, Oceanport, NJ 07757 has previously been awarded a contract for the Paving of Barker Ave; and

WHEREAS, Fiore Paving Company has submitted a voucher for Final Payment in the amount of \$88,005.74; There are certified payrolls or staffing reports for the covered period. An original Maintenance Bond will be forwarded by the contractor under separate cover. and

WHEREAS, the Project Engineer, Collier Engineering, P.A. has reviewed the documents submitted by the contractor and all are in order and recommend payment of the voucher submitted; now.

THEREFORE, BE IT RESOLVED, by the Township Committee of The Township of Shrewsbury, County of Monmouth, State of New Jersey that Partial Payment #1, in the amount of \$88,005.74 is hereby approved, the Chief Financial Officer is hereby authorized to issue a check to Fiore Paving Company, 4 Fiore Court, Oceanport, NJ 07757. Purchase Order # 24-00060 and check # 17980 for work completed on the Paving of Barker Ave Phase II project.

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

Township of Shrewsbury

Resolution #2024-41

**DECLARE THE ELOISE NAGEL PARK IMPROVEMENT PROJECT
AS COMPLETE**

WHEREAS, the Monmouth County Board of Chosen Freeholders has approved an Open Space Trust established a Municipal Open Space Program to provide Program Grant funds in connection with municipal acquisition of lands for County Park, recreation, conservation, and farmland preservation purposes, as well as for County recreation and conservation development and maintenance purposes; and

WHEREAS, the Township of Shrewsbury entered into a Municipal Open Space Program Grant Agreement with the County of Monmouth on May 18, 2021, that provided \$115,000 for Eloise Nagel Park Improvements under Application No. #20-14 that required certain conditions be met by the Township of Shrewsbury prior to receipt of the aforesaid funds; and

WHEREAS, the Monmouth County Park System requires a certified copy of a resolution of the governing body determining that the project aforesaid was finally complete and a closing statement of “Final Change Order” adopted by the governing body,

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Shrewsbury that all conditions of the June 13, 2023, Grant Agreement have been satisfied by the Township of Shrewsbury and that the project known as Eloise Nagel Park Improvement Project has been completed; and

BE IT FURTHER RESOLVED, that the Township of Shrewsbury made final payment to the contractor BCI Burke and that payment was made per voucher on 23-00313_ under Check No 17815, resulting in a total project cost of \$1621.58 of \$167,299.88. Voucher and check are hereby attached and on file in the Municipal Clerk’s Office; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Township Engineer and Monmouth County Park System.

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

TOWNSHIP OF SHREWSBURY

RESOLUTION #2024 – 42

**AUTHORIZED PAYMENT OF BILLS DATED FEBRUARY 26, 2024, \$ 16,412.99
 AUTHORIZED PARTIAL PAYMENT TO FIORE PAVING FOR BARKER AVE PHASE II \$ 88,005.74**

AND

AUTHORIZE PAYMENT OF BILLS DATED MARCH 13, 2024

WHEREAS the Township Committee of the Township of Shrewsbury authorized payment of bills in the amount of \$ 31,465.40.

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

TOWNSHIP OF SHREWSBURY

Resolution 2024-43

Authorize the 2024 Temporary Budget

WHEREAS, N.J.S. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2024 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided, and

WHEREAS, the date of this resolution is within the first 30 days of the fiscal year, and

WHEREAS, the total appropriations in the 2021 current fund budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of \$1,007,149.26. and

WHEREAS, 26.25% of the total appropriations in the 2023 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance in said budget is the sum of \$264,376.68. and

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 attached listing (Attachment 1 — 2024 Temporary Budget Worksheet) of appropriations be made and a certified copy of this resolution be transmitted to the Chief Financial Officer for her records.

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

NEW BUSINESS –

Ms. Thornton announced that a budget meeting needed to be scheduled for the 2024 Budget. They were thinking the last week in March. She asked the Committee to send their requests and she would forward it to the CFO. The Committee agreed on Wednesday, March 27, 2024 at 2pm.

Ms. Thornton announced that the Mayor and his spouse would be attending the Spring NJLM Conference that's coming up in April.

Ms. Thornton discussed fines for residents not licensing their dogs because it is lost revenue for the Township. AVMA has provided a list of everyone who has a dog and she can verify who has a license and

who doesn't. She stated she also requested a list from the apartments and it should be easier to find out whose licensed and whose not because they charge a fee for the residents to have an animal. She stated however the list has not been forwarded to her from the apartments and questioned legally could the Township fine them for not providing the list.

Mr. Anthony stated he was not sure if the Township could regulate them to require do that.
Ms. Thornton stated it's State Statue that owners licenses their dogs and it's also in our ordinance.

Mr. Anthony stated it was a State Statue that you license your dog but there is no requirement that an apartment complex provide a list of all the residents who own dogs.

Ms. Thornton stated they could look at it as a loss of revenue and a safety issue because they cannot identify dogs that are in there.

Mr. Anthony stated under regulations he could amend the ordinance to say that all private entities must provide information pertaining to dog ownership, but it is unusual. He stated he would have to do some research on this.

Mr. Thornton stated that they would have to change the licensing ordinance pertaining to the fines because they have to build to \$2,000.00 because the Township has late fees.

OLD BUSINESS –

Ms. Thornton stated the Committee has to review the licensing ordinance for dogs and notification of cats/feral cats. She stated just register the cats but not licensing them.

Mr. Puhak questioned who would maintain the list.

Ms. Thornton stated the cat would only have to be registered once. Feral cats would not be licensed. She would put it in excel and register the cat.

Mr. Anthony stated he would see what he could do.

Ms. Thornton stated the Committee had to review Township parking violations and Municipal lot parking violations and fines. People in the apartments are parking in the driveways which is considered a fire lane.

Ms. Kane questioned whether there was a state code pertaining to this and make them paint the lines.

Ms. Thornton no because it's private property.

Mr. Anthony not unless we have an agreement with them to do it.

Ms. Thornton we need to ask them to paint it as a fire lane. As a safety issue they need to not park there.

Mr. Anthony stated he could send them a letter.

Ms. Thornton stated we have to do a separate ordinance about parking in the municipal lot from 9am-9pm.

Ms. Thornton stated they are trying to get estimates for a new roof. The issue is that we are being told we need an architect to design the drainage because it is incorrect on the roof.

Mr. Anthony stated it sounds as if a grant could be used for this.

Mrs. Lettice stated she already spoke with Bill White regarding this.

Ms. Kane discussed how she has seen trees growing out of the gutters.

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

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

Robin Kane, 84 Belshaw Avenue thanked Katrina for getting her set up with OEM. As far as the Easter Egg Hunt she asked if they had a date in mind.

Ms. Lettice stated whenever she wanted to.

Ms. Kane stated she would check to see what other neighborhoods were doing.

Mr. Anthony asked if Ms. Kane received a badge and uniform for OEM.

Ms. Thornton stated no she did not.

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

Mr. Puhak stated the date of the next regular meeting April 9, 2024, at 6pm

ADJOURNMENT

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

May 21, 2024
Respectfully Submitted

Katrina Thornton, Acting Municipal Clerk