



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

**Katrina Thornton
Acting Municipal Clerk**

**Phone (732) 542-0572
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**Shrewsbury Township Committee
January 1, 2025
Reorganization Meeting - 2:30 PM**

AGENDA

CALL MEETING TO ORDER The 2025 Township Committee Re-Organization Meeting is called to order.

NOTICE REQUIREMENTS

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 Asbury Park Press on November 13, 2024 in addition to posting on the bulletin board in the Municipal Building by the Municipal Clerk. In addition, the meeting agenda and resolutions are posted online at www.townshipofshrewsbury.com.

FLAG SALUTE

ROLL CALL

OATH OF OFFICE – ELECTED TOWNSHIP COMMITTEE MEMBER

Re- Elected Township Committeewoman Lynda Lettice will be sworn into office by _____ . Remarks by Mrs. Lettice.

MEMBERS QUALIFIED TO SERVE

Glenwood Puhak

Lynda Lettice

Lester Jennings

ELECTION OF MAYOR

2025-1 ELECT _____ AS MAYOR OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF SHREWSBURY.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Puhak						
Lettice						
Jennings						

OATH OF OFFICE ADMINISTERED BY _____

ELECTION OF DEPUTY MAYOR

2025-2 ELECT _____ AS DEPUTY MAYOR OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF SHREWSBURY.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Puhak						
Lettice						
Jennings						

OATH OF OFFICE ADMINISTERED BY _____.

AUTHORIZE MAYOR'S APPOINTMENT OF DEPARTMENTS

2025-3 AUTHORIZE MAYOR'S APPOINTMENT OF DEPARTMENT CHAIRPERSONS

I NEED SOMEONE TO OFFER A MOTION FOR THE CONSENT AGENDA RESOLUTIONS 2025-3

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Puhak						
Lettice						
Jennings						

CONSENT AGENDA – PROFESSIONAL APPOINTMENTS

2025-4 APPOINT TOWNSHIP ATTORNEY.

OATH OF OFFICE ADMINISTERED BY _____.

2025-5 APPOINT AUDITOR.

2025-6 APPOINT TOWNSHIP ENGINEER.

2025-7 APPOINT BOND ATTORNEY.

I NEED SOMEONE TO OFFER A MOTION FOR THE CONSENT AGENDA RESOLUTIONS 2025-4-7

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Puhak						
Lettice						
Jennings						

2025-8 APPOINT MUNICIPAL CLERK

I NEED SOMEONE TO OFFER A MOTION TO APPOINT TAX COLLECTOR RESOLUTION 2025-8

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Puhak						
Lettice						
Jennings						

2025-9 APPOINT DEPUTY MUNICIPAL CLERK.

I NEED SOMEONE TO OFFER A MOTION TO APPOINT TOWNSHIP CLERK RESOLUTION 2025-9

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Puhak						
Lettice						
Jennings						

CONSENT AGENDA – FINANCIAL & ADMINISTRATIVE MATTERS/FEE SCHEDULE & LEGAL NOTICES

2025-10 APPROVE 2025 TEMPORARY BUDGET.

2025-11 DESIGNATE MEETING DATES.

2025-12 DESIGNATE OFFICIAL NEWSPAPERS.

- 2025-13 ADOPT CASH MANAGEMENT PLAN 2025.
- 2025-14 DESIGNATE OFFICIAL DEPOSITORIES OF ALL FUNDS OF THE TOWNSHIP.
- 2025-15 CANCEL TAX OVERPAYMENTS OR DELINQUENT AMOUNTS LESS THAN \$10.00.
- 2025-16 FIX THE RATE OF INTEREST AND YEAR-END PENALTY.
- 2025-17 AUTHORIZE SERVICE CHARGES FOR RETURNED CHECKS.
- 2025-18 ADJUST GRACE PERIOD FOR DOG LICENSES.
- 2025-19 AUTHORIZE LINGS AGREEMENT BETWEEN MONMOUTH COUNTY AND SHREWSBURY TOWNSHIP.
- 2025-20 AUTHORIZE ALTERNATIVES TO IN-PERSON MEETINGS.

I NEED SOMEONE TO OFFER A MOTION TO APPROVE CONSENT AGENDA - FINANCIAL & ADMINISTRATIVE MATTERS/FEE SCHEDULE & LEGAL NOTICES RESOLUTION 2025 -10-20

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Puhak						
Lettice						
Jennings						

CONSENT AGENDA – TOWNSHIP COMMITTEE APPOINTMENTS

- 2025-21 APPOINT COMMUNITY DEVELOPMENT BLOCK GRANT REPRESENTATIVE and ALTERNATE FOR 2025.
- 2025-22 APPOINT INSURANCE FUND COMMISSIONER FOR MONMOUTH COUNTY JIF and CENTRAL JERSEY HIF FOR 2025.
- 2025-23 APPOINT A PUBLIC AGENCY COMPLIANCE OFFICER FOR 2025.
- 2025-24 APPOINT A CERTIFYING OFFICER AND SUPERVISOR OF CERTIFYING OFFICER FOR THE PUBLIC EMPLOYEES’ RETIREMENT SYSTEM FOR 2025.
- 2025-25 APPOINT LICENSED C-1 AND C-2 OPERATOR.
- 2025-26 APPOINT TAX SEARCH OFFICER.
- 2025-27 APPOINT MEMBERS TO THE RENT LEVELING BOARD

- 2025-28 APPOINT ASSESSMENT SEARCH OFFICIAL.
- 2025-29 APPOINT RECREATION DIRECTOR.
- 2025-30 APPOINT OEM COORDINATOR
- 2025-31 AUTHORIZING PREPAYMENT OF CERTAIN BILLS

I NEED SOMEONE TO OFFER A MOTION TO APPROVE RESOLUTION 2025-21-29

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Puhak						
Lettice						
Jennings						

ORDINANCE (S) –

Ordinance 2025-01 – Amend the Salary Ordinance of the Township of Shrewsbury.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Puhak						
Lettice						
Jennings						

Ordinance 2025-02 – Create the Position of Deputy Municipal Clerk of the Township of Shrewsbury.

Name	Motion	Second	Ayes	Nays	Abstain	Absent
Puhak						
Lettice						
Jennings						

I NEED SOMEONE TO OFFER A MOTION TO OPEN THE MEETING UP TO THE PUBLIC

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

NEXT MEETING: JANUARY 14, 2025, 6 P.M. SHREWSBURY TOWNSHIP TOWN HALL

ADJOURNMENT