

**MANCHESTER TOWNSHIP  
MEETING MINUTES  
August 14, 2017**

The meeting of the Manchester Township Council was called to order at 6:00 p.m. by Council President Sam Fusaro. The following statement was read by the Municipal Clerk:

“Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act, pursuant to P.L. 1975, Chapter 231. Said notice was advertised in the Asbury Park Press, Star Ledger and was posted in the lobby of the Municipal Building.”

**FLAG SALUTE**

This was followed by following roll call:

**ROLL CALL**

The following roll call was taken by the Municipal Clerk:

Councilwoman Joan Brush	- present
Councilman Charles Frattini	- present
Councilman James Vaccaro	- present
Councilman Craig Wallis	- present
Councilman Sam Fusaro	- present

The Municipal Clerk noted for the record that also present were Township Attorney Angela Koutsouris, Business Administrator Donna Markulic, Chief Financial Officer Diane Lapp, Chief Lisa Parker, Captain Todd Malland, Lt. Sharkey, Director of Public Works Al Yodakis and Emergency Management Coordinator Art Abline.

**PROCLAMATIONS**

**Patient Courage Award** – The Mayor presented the Patient Courage Award on behalf of the Mayor’s Committee on Life Sciences to Karen Shepherd.

The Clerk read a proclamation into the record for National Senior Citizen Day on August 21, 2017.

The Clerk read a proclamation into the record for Police Appreciation Month and Mayor Palmer presented it to Chief Lisa Parker.

**AUDIT**

**#17-295 – Certification of the 2016 Municipal Audit**

Mr. Fusaro introduced Jerry Conaty of Holman, Frenia and Allison, P.C. Mr. Conaty explained the audit process and advised there were some minor recommendations. The audit synopsis will be advertised in the Township’s official newspapers according to law.

The above resolution was offered upon a motion by Mr. Wallis, seconded by Mr. Vaccaro and **approved** by the following roll call vote: Councilmembers Brush, Frattini, Wallis, Vaccaro and Fusaro; yea.

## **PRESENTATION**

### **New Jersey State Forest Fire Service**

John Cowie of the New Jersey State Forest Fire Service gave a presentation on the danger of wild fires. Mr. Cowie said citizens have to take responsibility. There are not enough fire trucks to cover every location. Mr. Cowie said the New Jersey State Forest Fire Service is trying to educate citizens on what resources are available and who to contact in case a wild fire arises. Manchester Township has a Community Wild Fire Protection Plan which is a roadmap of the danger areas within the Township. The New Jersey State Forest Fire Service also educates citizens on the need of fires to reduce risk which is called controlled burning. Mr. Cowie suggested forming a Municipal Fire Safety Council made up of residents and municipal officials to discuss ideas and brainstorm on how to promote wild fire safety in the Township. Mr. Wallis asked if the Municipal Fire Safety Council would help current Firewise Communities. Mr. Cowie advised that forming the Municipal Fire Safety Council would tie everything together and help promote other Firewise Communities.

## **APPROVAL OF MINUTES**

The regular meeting minutes of July 10, 2017 were offered upon a motion by Mrs. Brush, seconded by Mr. Frattini and **approved** by the following roll call vote: Councilmembers Brush, Frattini, and Fusaro; yea. Mr. Wallis and Mr. Vaccaro abstained due to their absence from the meeting.

The regular meeting minutes of July 24, 2017 were offered upon a motion by Mr. Frattini, seconded by Mr. Wallis and **approved** by the following roll call vote: Councilmembers Brush, Frattini, Wallis, Vaccaro and Fusaro; yea.

## **SUBMISSION OF BILLS**

**#17-296** - Authorizing payment of bills from the Current Fund in the amount of \$5,940,407.17 was offered by Mr. Wallis, seconded by Mr. Vaccaro and approved by the following roll call vote: Councilmembers Brush, Frattini, Wallis, Vaccaro and Fusaro; yea.

**#17-297** - Authorizing payment of bills from the Eastern Service Area in the amount of \$728,447.26 was offered by Mr. Wallis, seconded by Mr. Frattini and approved by the following roll call vote: Councilmembers Brush, Frattini, Wallis, Vaccaro and Fusaro; yea.

**#17-298** - Authorizing payment of bills from the Western Service Area in the amount of \$878,200.14 was offered by Mr. Wallis, seconded by Mr. Vaccaro and approved by the following roll call vote: Councilmembers, Brush, Frattini, Wallis, Vaccaro and Fusaro; yea.

## **ORDINANCES – Second Reading, Public Hearing and Final Action**

**#17-009 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN STATE OF NEW JERSEY, AMENDING THE TOWNSHIP CODE CHAPTER 101, ARTICLE I (Kennel Fees)**

Mr. Fusaro asked if any Council members had comments on this ordinance. Seeing no comments from Council, Mr. Fusaro opened this portion of the meeting to the public.

Seeing no comments from the public, Mr. Fusaro closed this portion of the meeting.

The above ordinance was offered upon a motion by Mr. Wallis seconded by Mr. Vaccaro and **adopted** by the following roll call vote: Councilmembers Brush, Frattini, Wallis, Vaccaro and Fusaro; yea.

**#17-010 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, IN THE COUNTY OF OCEAN, NEW JERSEY, PROVIDING FOR VARIOUS PAVING PROJECTS THROUGHOUT THE TOWNSHIP AND APPROPRIATING \$300,000 THEREFOR FROM THE TOWNSHIP'S CAPITAL IMPROVEMENT FUND**

Mr. Fusaro asked if any Council members had comments on this ordinance. Seeing no comments from Council, Mr. Fusaro opened this portion of the meeting to the public.

Seeing no comments from the public, Mr. Fusaro closed this portion of the meeting.

The above ordinance was offered upon a motion by Mr. Wallis seconded by Mr. Vaccaro and **adopted** by the following roll call vote: Councilmembers Brush, Frattini, Wallis, Vaccaro and Fusaro; yea.

**ORDINANCES – First Reading & Introduction**

**#17-011 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, REPEALING ARTICLE X, OF CHAPTER 7 ENTITLED “TRAFFIC” OF THE TOWNSHIP CODE.**

The above ordinance was offered upon a motion by Mrs. Brush seconded by Mr. Frattini and approved by the following roll call vote: Councilmembers Brush, Frattini, Wallis, Vaccaro and Fusaro: yea.

**#17-012 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING THE SALARY RANGES AND POSITIONS OF BARGAINING UNIT EMPLOYEES**

The above ordinance was offered upon a motion by Mr. Wallis seconded by Mr. Vaccaro and approved by the following roll call vote: Councilmembers Brush, Frattini, Wallis, Vaccaro and Fusaro; yea.

**#17-013 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, IN THE COUNTY OF OCEAN, NEW JERSEY, PROVIDING FOR THE PAINTING AND REPAIR OF THE TOWNSHIP'S ELEVATED WATER STORAGE TANK AND RELATED EXPENSES IN AND FOR THE TOWNSHIP OF MANCHESTER AND APPROPRIATING \$1,500,000 THEREFOR AND PROVIDING FOR THE ISSUANCE OF \$1,500,000 IN BONDS OR NOTES OF THE TOWNSHIP OF MANCHESTER TO FINANCE THE SAME.**

The above ordinance was offered upon a motion by Mr. Wallis seconded by Mrs. Brush and approved by the following roll call vote: Councilmembers Brush, Frattini, Wallis, Vaccaro and Fusaro; yea.

**CONSENT AGENDA**

**The items listed below are considered to be routine by the Township of Manchester and will be enacted by one motion. There will be no formal discussion of these items. If discussion is desired, this item will be removed from the Consent Agenda and will be considered separately.**

Mr. Fusaro asked if any member of Council had any comments on any item on the consent agenda.

Mr. Wallis commented on the amendment to the salary ordinance. He stated that the ordinance needed to be changed in order to keep dispatchers. The Township needs to have salary ranges comparable with other municipalities so we can keep dispatchers on a long term basis. Chief Parker said it was also a safety issue. Officers cannot be on the road and the Township short a dispatcher. The Chief stated that Manchester has a good staff of dispatchers now and hoped these changes in salary will make it more palatable for them to stay.

Seeing no further comments from the Council, Mr. Fusaro asked if any members of the public had questions on the Consent Agenda.

**Resolutions #17-299 through #17-313 were considered routine by the Manchester Township Council and were enacted by one motion offered by Mr. Vaccaro seconded by Mr. Frattini and adopted by the following roll call vote: Councilmembers Brush, Frattini, Wallis Vaccaro and Fusaro; yea.**

**A. FINANCE**

**#17-299 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 61.16, LOT 346 FOR A TOTALLY DISABLED VETERAN**

**#17-300 - RESOLUTION AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES FOR A TOTALLY DISABLED VETERAN BLOCK 61.17 LOT 11**

**#17-301 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 1.219, LOT 16 FOR A TOTALLY DISABLED VETERAN**

**#17-302 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 75.02, LOT 78 FOR A TOTALLY DISABLED VETERAN**

**#17-303 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 52.07, LOT 18 FOR A TOTALLY DISABLED VETERAN**

**#17-304 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 99.110, LOT 9 FOR A TOTALLY DISABLED VETERAN**

**#17-305 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING THE REFUNDS REQUESTED BY THE TAX COLLECTOR**

**B. CONTRACTS/AGREEMENTS**

**#17-306 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A SIDE LETTER OF AGREEMENT BETWEEN THE TOWNSHIP OF MANCHESTER AND OPEIU LOCAL 32**

**#17-307 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING APPLICATION FOR A FY 2018 MUNICIPAL ALLIANCE GRANT**

**C. PURCHASING**

**#17-308 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING A CONTRACT FOR THE CONSTRUCTION OF THE WATER MAIN INTERCONNECTION AND THE NORTHAMPTON BOULEVARD WATER MAIN EXTENSION**

**D. BONDS/ESCROWS**

**#17-309 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, RELEASING A CASH PORTION OF A PERFORMANCE BOND AND PLANNING BOARD ESCROW POSTED BY THE KOKES ORGANIZATION FOR A PROJECT KNOWN AS WOODLANDS OF LAKE RIDGE BLOCK 109 LOTS 6,14 AND 15**

**#17-310 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, RELEASING ROAD OPENING ESCROW TO ROBERT SPACE FOR A PROJECT KNOWN AS 2113 OAK KNOLL DR.**

**#17-311 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, RELEASING UTILITY ESCROWS POSTED BY MARK PROPERTIES FOR A PROJECT KNOWN AS BLOCK 106 LOT 2 (Whiting Estates – Diamond Rd.)**

**E. MISCELLANEOUS**

**#17-312 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, ACCEPTING THE CERTIFICATION OF THE DIRECTOR OF PUBLIC WORKS CONCERNING COSTS INCURRED IN THE CLEAN UP OF THE PROPERTY LOCATED AT 900 HIGHWAY 70 (BLOCK 81 LOT 5), AND AUTHORIZING THE PLACEMENT OF A LIEN AGAINST SAID PROPERTY FOR SAID COSTS**

**#17-313 - RESOLUTION AUTHORIZING ISSUANCE OF A TEMPORARY TRAILER PERMIT FOR EMERGENCY RESIDENTIAL FOR 1000 OAKDALE ST. BLOCK 1.203, LOT 1, IN THE TOWNSHIP OF MANCHESTER**

**REPORTS**

**Mrs. Brush:** Mrs. Brush attended the luau held at Pine Lake hosted by the Recreation Department. The weather was wonderful and attendance was much greater than last year. Mrs. Brush thanked the Leisure Knoll Veteran's Club for inviting Council to an event they held. The dinner and entertainment were excellent and Mrs. Brush really appreciated being invited.

**Mr. Frattini:** Mr. Frattini advised of an incident at Leisure Village West where people were posing as employees of a utility company. They tried to enter a resident's home. The Police were called and arrived immediately. He urged everyone to be vigilant of their surroundings. Mr. Frattini mentioned that the library will be hosting a Dean Martin tribute on August 26, 2017 and thought it would be nice entertainment for seniors.

**Mr. Vaccaro:** Mr. Vaccaro attended a New Jersey Pinelands Orientation meeting in Pemberton Township on July 31, 2017. On August 5, 2017 he attended the Leisure Knoll Veteran's Association dinner and also attended a Planning Board meeting. Mr. Vaccaro also advised the Mayor that he did not feel the current proposals for the Hovson's property was in the best interest of the Township. He said he is proactively exploring other options that would be beneficial to development and that would preserve wildlife found at the site. Lastly, he suggested the Council consider a committee that would promote Manchester as a perfect place to reside as well as a perfect place to open a business.

**Mr. Wallis:** Mr. Wallis attended a meeting at Marge Camposano's home along with Mayor Palmer and Councilwoman Joan Brush where Lt. Governor Kim Guadagno was a speaker. The topics of discussion were taxes such as veteran's deductions and property taxes. He also attended the luau at Pine Lake. It was a nice event and Tracey Lynch and her staff did a wonderful job. Mr. Wallis also commented in regard to the Manchester Police Department Youth Camp. It is a great chance for the children to see what our Police Department does. It also shows how much our Police Department gets involved in our community.

**Mr. Fusaro:** Mr. Fusaro commented with regard to Ocean County's Public Works garage that will be built off of Ridgeway Road. The site is fifty-five acres of which eighteen acres will be cleared. They will start clearing in September. There will be a five hundred foot buffer where the County property backs up to Leisure Knoll.

The County is trying very hard to make the project low impact on the residents of Manchester. They will be building a salt shed as well as a pole barn and a building to house their trucks.

**Ms. Markulic:** None

**Ms. Koutsouris:** None

**Ms. Skibo:** None

**Ms. Lapp:** None

**Chief Parker:** None

**PUBLIC:**

**Larry Lee – Country Walk:** Mr. Lee commented with regard to the Country Walk secondary access gate being locked. He feels the gate should not be locked. Mr. Lee was of the opinion that the gate being locked was a death sentence for residents of Country Walk in the event of a wild fire.

**Hank Glen – 29 Wycliffe Rd:** Mr. Glen commented about the amount of homes to be built on the Hovson’s site. He asked the Township Council what is the amount of homes that they would like to see built on the property. Mr. Fusaro said Mayor Palmer could not see 4,500 homes built on the property. Mr. Glen asked if the Township was actively in negotiations with Hovson’s. Mr. Fusaro said the Mayor has met with representatives from Hovson’s.

**ADJOURNMENT**

There being no further comments or business to come before Council at this time, the meeting was adjourned at 7:13 p.m. On a motion by Mr. Frattini seconded by Mr. Vaccaro and approved by the following roll call vote: Councilmembers Brush, Frattini, Wallis, Vaccaro and Fusaro; yea.

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Sam F. Fusaro, Jr.  
Council President

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Sabina T. Skibo, RMC  
Municipal Clerk

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Date Approved