

**MANCHESTER TOWNSHIP
MEETING MINUTES
May 13, 2013**

The meeting of the Manchester Township Council was called to order at 5:30 p.m. by Council President Craig Wallis. 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.”

This was followed by the salute to the flag and the following roll call:

FLAG SALUTE

ROLL CALL

The following roll call was taken by the Municipal Clerk:

Councilman Charles Frattini	- present
Councilman James Vaccaro	- present
Councilman Brendan Weiner	- present
Councilman Sam Fusaro	- present
Councilman Craig Wallis	- present

The Clerk noted for the record that, also present were Business Administrator Elena Zsoldos, Township Attorney Steven Secare and Chief Financial Officer Diane Lapp.

RESOLUTION #13-172 – Executive Session – Bar I.D. Hearing

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

A motion to reconvene into open session was offered by Mr. Vaccaro, seconded by Mr. Frattini and approved by the following roll call vote; Councilmen: Frattini, Vaccaro, Weiner, Fusaro and Wallis; yea.

APPROVAL OF MINUTES

The regular minutes of April 22, 2013 were offered upon a motion by Mr. Fusaro, seconded by Mr. Weiner and **approved** by the following roll call vote; Councilmen: Frattini, Vaccaro, Weiner, Fusaro and Wallis; yea.

SUBMISSION OF BILLS:

Resolution #13-173 – Authorizing payment of bills from the Current Fund in the amount of \$8,717,936.35 was offered by Mr. Vaccaro, seconded by Mr. Frattini and approved by the following roll call vote; Councilmen: Frattini, Vaccaro, Weiner, Fusaro and Wallis; yea. Mr. Weiner abstained on check no. 1146 due to a perception of conflict.

Resolution #13-174 – Authorizing payment of bills from the Water and Sewer Fund in the amount of \$228,000.75 was offered by Mr. Fusaro, seconded by Mr. Frattini and approved by the following roll call vote; Councilmen: Frattini, Vaccaro, Weiner, Fusaro and Wallis; yea.

Resolution #13-175 – Authorizing payment of bills from the Water and Sewer West Fund in the amount of \$118,985.19 was offered by Mr. Frattini, seconded by Mr. Vaccaro and approved by the following roll call vote; Councilmen: Frattini, Vaccaro, Weiner, Fusaro and Wallis; yea.

RESOLUTION #13-176 - Public Hearing and Adoption of the Budget

Diane Lapp, Chief Financial Officer, gave a power point presentation of the Municipal Budget. The budget is an estimate of revenues and expenditures. It is a one year plan that runs from January 1st through December 31st. State Statute Title 40A:4 governs municipal budgets. The budget must be a balanced budget where total revenues equal total expenditures. The Township has a budget process that is used to prepare the year's budget. Meetings are held with Department heads where they request a "wish list" for items that need to be replaced, updated or upgraded. Some personnel may be retiring and the position may have to be replaced. The State needs to supply the Township with figures for state aid, pension obligations and COLA cap rates. Revenues in the preparation of the budget include state aid, surplus, grants, miscellaneous revenues, receipts from delinquent taxes and the amount to be raised by taxation. Surplus generated includes actual revenues higher than estimated, closing out of the prior year's budget, current year budget cancellations and miscellaneous revenues not anticipated. Other revenues can be miscellaneous revenues, state aid, grants, receipts from delinquent taxes and zoning, land use and building fees. Miscellaneous revenues include licenses, fees and permits, court fines, interest costs on taxes, cable TV franchise fees and host community benefits from the landfill. Special items of revenue have to be approved by the State to be incorporated into the budget. They are uniform fire safety, cell tower, hotel tax, Sale of Assets and Ocean County Recycling. The tax levy will be \$20,481,371.74 for CY 2013. The levy is less than the SFY 2012 levy by \$70,746.53. The Township had the ability to increase the budget by \$1,099,000.00 which is the 2% tax levy cap. The Township's surplus is \$1,420,000.00. Anticipated miscellaneous revenues totaled \$8,601,483.42. Receipts from delinquent taxes were anticipated at \$224,555.00 and the amount to be raised by taxation was \$20,481,371.74. Appropriations include salary and wages, operating expenses, statutory expenditures, pension obligations, grant expenditures and debt service. Salary and wages take up approximately forty percent of the budget. Manchester Township employs 178 full time employees. The Police Department and Public Works are our biggest departments with the greatest operating expenses. Other expenses that the Township incurs include health insurance, liability insurance and workers compensation. The Township has statutory expenses that include Social Security and pension obligation. The bottom line is that the Township is compliant with the statutes of the State of New

Jersey. We did not use any of the two percent tax levy cap and are within the 3.5 percent Appropriations Cap. There will be a slight tax decrease for the 2013 CY budget.

At this time, Ms. Lapp concluded her presentation. Mr. Wallis asked Council if they had any comments on the budget. Mr. Fusaro said everyone did a great job.

Seeing no further comments from Council, Mr. Wallis opened this portion of the meeting to the public.

Josh Langenberger – Wellington Ave.: Mr. Langenberger asked about why the anticipated amount budgeted for fees and permits were greater this year than last years. Ms. Lapp explained that last year's budget was only a six month temporary budget so the numbers were going to be different. Mr. Langenberger said that would answer all of his other questions.

Elaine Baumeister - 30C Buckingham Dr.: Ms. Baumeister questioned the salary for Emergency Management as she thought it was part of the police salaries. Ms. Lapp explained that it is the stipend for two employees to provide Emergency Management services after hours.

Fred Lund – LVW: Mr. Lund did a mini-analysis of the salary and wages line items of the proposed 2013 Municipal Budget. He found a 4.7% increase in salary and wages for the current year. Mr. Lund felt that in these current unsettled economic times this would appear to be a generous salary increase for this budget year. He asked Council for the reasoning for the increase. Mr. Wallis said there are too many variables in Mr. Lund's question to give him an answer tonight. He suggested that Mr. Lund make an appointment with Ms. Lapp to go over any questions he may have. Mr. Wallis advised that all of the salary increases were contractual and they have not gone above two percent.

Hank Glen – 29 Wycliffe Rd.: Mr. Glen asked if the Clean Communities Grant was included in the budget. Ms. Lapp said that the Township has received about \$96,000.00 and it will be included as a Chapter 159 Special Item of Revenue into the budget. Mr. Glen questioned roughly \$2.5 million dollars on Public Works equipment. He asked if the Township considered rental of equipment or shared services. Ms. Lapp said the equipment was already purchased and there are items that are needed on a day to day basis. Ms. Zsoldos said that the Township is too large to consider any other option for equipment. Mr. Glen asked if any money has been put into the budget to hire someone to draw in ratables for the Township. Mr. Wallis said it wasn't a bad idea and something the Township might want to explore. Mr. Glen questioned the money given to the volunteer fire companies by the Township. Mr. Wallis said the Township is allowed by statute to give \$90,000 a year to fire companies. The Township cannot give more. Mr. Wallis said Council is working on ways to help the fire companies out because they are not getting the donations they used to.

Fred Lund – LVW: Mr. Lund questioned a line item regarding the status of land purchases in the amount of \$700,000.00. Ms. Lapp said that the land was purchased years ago. The \$700,000.00 is the balance that is left in the account and reserved for open space. Mr. Lund asked where the property was located. Ms. Zsoldos said one was a parcel on Route 547 and another on Route 571. The land was purchased for open space. Ms. Zsoldos offered to get the exact blocks and lots for Mr. Lund.

Rita Eller – LVW: Ms. Eller asked several questions about the school budget. Mr. Wallis directed her to the School Board because she had questions specifically on the school budget.

Larry Lee – Country Walk: Mr. Lee disagrees with the percentage of seniors living in the Township and felt it was more than what was stated. Ms. Skibo said according to the census it was only 52 percent.

Seeing no further comments from the public, Mr. Wallis closed this portion of the meeting to the public.

Resolution #13-176 was offered upon a motion by Mr. Vaccaro, seconded by Mr. Fusaro and **approved** by the following roll call vote; Councilmen: Frattini, Vaccaro, Weiner, Fusaro and Wallis; yea.

ORDINANCES – First Reading and Introduction

#13-003 – AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING THE SALARY RANGES OF SWORN POLICE PERSONNEL

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

#13-004 – AN ORDINANCE AUTHORIZING THE SALE OF LOT 26 IN BLOCK 1.347 IN THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, PURSUANT TO N.J.S.A. 40A:12-1 et seq.

The above ordinance was offered upon a motion by Mr. Weiner seconded by Mr. Frattini and approved by the following roll call vote; Councilmen: Frattini, Vaccaro, Weiner, Fusaro and Wallis; 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. Wallis asked if any Council members had any comments on any items on the consent agenda.

Seeing no comments from Council, Mr. Wallis asked if there were any comments from the public on any item on the consent agenda.

Fred Lund – LVW: Mr. Lund commented with regard to Resolution #13-181 and asked what it was for. Ms. Zsoldos explained that the Township had purchased a large portion of land on Route 547 that will remain open space.

Elaine Baumeister – LVW: Ms Baumeister asked if the purchase price of this property was in the Township's \$19 million debt. Mr. Fusaro said it was already included in the debt as the property was purchased a few years ago.

Hank Glen – 29 Wycliffe Rd.: Mr. Glen felt that the Township has too much open space and Council should be looking into bringing more ratables into the Township. Residents are restricted from fishing at Pine Lake. Mr. Glen felt that some of those restrictions should be lifted. Ms. Zsoldos said that it was being looked into.

Seeing no further comments, Mr. Wallis closed the public portion.

Resolutions #13-177 through #13-187 were considered routine by the Manchester Township Council and were enacted by one motion offered by Mr. Weiner, seconded by Mr. Fusaro and adopted by the following roll call vote; Councilmen: Frattini, Vaccaro, Weiner, Fusaro and Wallis; yea.

A. FINANCE

#13-177 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING THE REFUNDS REQUESTED BY THE TAX COLLECTOR

#13-178 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING THE REFUNDS REQUESTED BY THE TAX COLLECTOR

#13-179 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, WAIVING A PROPERTY CHANGE REQUEST FEE FOR A DONATION OF PROPERTY FOR BLOCK 99.26 LOT 6, BLOCK 99.20, LOT 1 AND BLOCK 99.68, LOT 11

B. CONTRACTS/AGREEMENTS

#13-180 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONCESSION CONTRACT FOR HARRY WRIGHT LAKE TO BERG & MC COURTNEY VENDING SERVICE

#13-181- RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING APPLICATION AND EXECUTION OF AN AGREEMENT FOR A GREEN ACRES GRANT

#13-182 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT FOR PROFESSIONAL SERVICES TO NIXLE, LLC FOR EMERGENCY NOTIFICATION (REVERSE 911) SERVICES

C. ESCROW

#13-183 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, RELEASING AN ESCROW POSTED BY SYDNEY KRUPNICK FOR BLOCK 95 LOTS 1&2

D. LEGISLATIVE

#13-184 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, SUPPORTING 100% FEDERAL COST RECOVERY FOR DEBRIS AND DEMOLITION COSTS ASSOCIATED WITH SUPERSTORM SANDY

#13-185 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, IN SUPPORT OF SENATE BILL 2538 GRANTING IMMUNITY FOR CERTAIN SPECTATORS AT SPORTING EVENTS

E. MISCELLANEOUS

#13-186 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE USE OF PINE LAKE FOR A MANCHESTER TOWNSHIP POLICE ATHLETIC LEAGUE FISHING DERBY

#13-187 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY APPOINTING SABINA T. SKIBO AS REGISTRAR OF VITAL STATISTICS

REPORTS

Mr. Weiner: Mr. Weiner thanked Council for passing the ordinance for Bark in the Park which was held on April 27th. It was a successful event and a nice amount of money was raised for local animal charities. The 21 Plus Prom was held by the Manchester Rotary and it was a nice event.

Mr. Fusaro: Mr. Fusaro reported that Ocean County is holding a public hearing regarding Ocean County Ride on June 4, 2013. This has been a topic of interest to residents of Whiting. He also suggested doing a resolution supporting Ocean County Ride.

Mr. Vaccaro: Mr. Vaccaro attended several events throughout the Township including Bark in the Park and a meeting in Renaissance with several Township officials to discuss issues within Renaissance. On April 25, 2013 Mr. Vaccaro toured the Manchester Firehouse to familiarize himself with the organization. He was also appointed as a member of the Legislative Committee of the New Jersey League of Municipalities and appointed to represent Manchester Township on the Joint Base Advisory Board.

Mr. Frattini: Mr. Frattini gave an update on the early voting bill that Ms. Skibo alerted him to. The Governor vetoed the bill. Mr. Frattini also toured the Manchester Firehouse. They have equipment for any event. They not only fight fires but they give first aid as well. The cost for equipment for each volunteer is roughly \$3,600.00 . It is a great expense to outfit these volunteers.

Mr. Wallis: Mr. Wallis read the Manchester First Aid Report for May 2013. The squad responded to a total of 209 calls and drove 2,536 miles.

Ms. Zsoldos: Ms. Zsoldos gave a status update on the Gulf Station on the west end of town. The owner of the property is working to clean it up. There are no interests for the purchase of the property. At the next meeting a presentation on energy aggregation will be held.

Mr. Secare: None

Ms. Skibo: None

Ms. Lapp: None

Public

Ed Lynch – Bridle Way: Mr. Lynch asked Council to consider a resolution supporting S3282 which gives first aid, ambulance or rescue squads immunities from civil damages under certain circumstances.

Tom Gilligan – Pine Ridge: Mr. Gilligan commented with regard to the speed limit on County Line Road. He felt that if something was not done, it would fall on the Township if someone was killed. Ms. Zsoldos said the Chief would conduct a traffic study on the road.

Jerry Herman – Renaissance: Mr. Herman was concerned about a tree near Quik Check that needed to come down. It is a safety hazard. Ms. Zsoldos said that JCP&L was contacted about it.

Fred Lund – LVW: Mr. Lund commented with regard to Resolution #13-111 that was previously passed. It authorized the Township's membership with Sustainable Jersey. Mr. Lund felt that this resolution could be traced back to United Nations Agenda 21.

Stella Meyer – LVW: Ms. Meyer felt that we were losing local control of what was happening in Manchester. Any resolution regarding Sustainable Jersey promulgates the ideas of United Nations Agenda 21. She urged Council to reject these ideas.

Hank Glen – 29 Wycliffe Rd.: Mr Glen commented with regard to Jackson Township rezoning and asked Council if they had anything in place to protect Township residents who live on the Jackson border. Mr. Wallis replied that Jackson does not need Manchester's permission to rezone.

Elaine Baumeister – LVW: Ms. Baumeister commented with regard to information on the Township website. She felt that a link that was listed was very political and felt that it should be removed. Ms. Baumeister also felt that Council should do more research into Sustainable New Jersey and its linkage to U.N. Agenda 21.

Richard Fioco - 4 Woodview Dr.: Mr. Fioco suggested that Manchester offer E-Check for residents to pay their taxes on line. Ms. Lapp said she would look into it.

ADJOURNMENT

There being no further comments or business to come before Council at this time, the meeting was adjourned at 8:00 p.m. on motion by Mr. Vaccaro, seconded by Mr. Weiner and the approved by the following roll call vote; Councilmen: Frattini, Vaccaro, Weiner, Fusaro and Wallis; yea.

Craig Wallis
Council President

Sabina T. Skibo, R.M.C.
Township Clerk

Date Adopted