

**Manchester Township Council**  
**Meeting Minutes**  
**October 22, 2012**

The meeting of the Manchester Township Council was called to order at 6:00 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:

The Clerk took the roll call:

Councilman Fred Trutkoff	-	present
Councilman Warren Reiter	-	present
Councilman Brendan Weiner	-	present
Councilman Sam Fusaro	-	present
Councilman Craig Wallis	-	present

Also present was Business Administrator Elena Zsoldos, Township Attorney Steven Secare, Chief Financial Officer Diane Lapp, Township Auditors Andrew Zabiega and Joseph Faccone from the firm of Samuel Klein and Chief Brian Klimakowski.

**RESOLUTION #12-309 - Adoption of the TY 2012 Municipal Budget**

Chief Financial Officer Diane Lapp gave a brief overview of the TY 2012 Municipal Budget. It was introduced on September 24, 2012. We have received approval from the State to adopt the budget. We will be going back to a calendar year budget in 2013. The State requirement is that we be within 95-105 percent of last year's budget regarding the amount to be raised by taxation. State aid will be approximately \$3,090,000.00 The total amount to be raised by taxation to support the TY 2012 Municipal Budget is \$10,288,856.84. The Township had over two thousand tax appeals. We have set aside a million dollars for tax appeals so we do not have to hit our surplus. Our surplus is about \$900,000.00. Ms. Lapp went over the budgets for utilities. The utility rates have remained stable.

Mr. Wallis said by eliminating United Water and running the eastern service area ourselves has saved the Township about \$400,000.00

Mr. Wallis asked Council if they had any comments on the TY 2012 Municipal Budget. Seeing no comments from Council, Mr. Wallis opened this portion of the meeting to the public.

**Fred Lund – LVW:** Mr. Lund read a statement to Council regarding the budget. Mr. Lund suggested employees should be paying at least 25% of their health insurance premiums. He also felt that in times of reduced revenue flows, the Department of Recreation should not be permitted to increase its expenditures. Further, Mr. Lund felt that a semi-annual report should be posted on the Township website listing all retiring employees list of accumulated sick and vacation time, until the anticipated use-it or lose-it legislation is signed into New Jersey Law.

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**Tom Gilligan – Pine Ridge:** Mr. Gilligan suggested that in the future, all personnel costs be listed separately as line items.

**Marge Camposano – Whiting:** Ms. Camposano asked why were changing to a calendar year budget. Ms. Lapp explained that the State is requiring it.

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

The above budget resolution was offered upon a motion by Mr. Weiner seconded by Mr. Fusaro and adopted by the following roll call vote: Councilmen: Trutkoff, Reiter, Weiner, Fusaro and Wallis; yea.

### **SUBMISSION OF BILLS:**

**Resolution #12-306** - Authorizing payment of bills from the Current Fund in the amount of \$1,045,540.82 was offered by Mr. Trutkoff, seconded by Mr. Reiter and approved by the following roll call vote: Councilmen Trutkoff, Reiter, Weiner, Fusaro and Wallis; yea. Mr. Weiner abstained on check #1134.

**Resolution #12-307** -Authorizing payment of bills from the Water and Sewer Fund in the amount of \$139,147.48 was offered by Mr. Weiner, seconded by Mr. Fusaro and approved by the following roll call vote: Councilmen Trutkoff, Reiter, Weiner, Fusaro and Wallis; yea.

**Resolution #12-308** – Authorizing payment of bills from the Water and Sewer West Fund in the amount of \$83,255.76 was offered by Mr. Reiter, seconded by Mr. Trutkoff and approved by the following roll call vote: Councilmen Trutkoff, Reiter, Weiner, Fusaro and Wallis; yea.

### **ORDINANCES: First Reading and Introduction**

**#12-023 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, VACATING ALL RIGHT, TITLE AND INTEREST OF AND TO A PORTION OF MAPLE STREET IN THE TOWNSHIP OF MANCHESTER, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 40:67-1 ET SEQ.**

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

### **ORDINANCES: Second Reading, Public Hearing & Final Action**

**#12-021 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING A LEASE OF 108 LACEY ROAD, SUITE 35, IN THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 40A:12-1 ET SEQ.**

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

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

The above ordinance was offered upon a motion by Mr. Trutkoff seconded by Mr. Reiter and **adopted** by the following roll call vote: Councilmen: Trutkoff, Reiter, Weiner, Fusaro and Wallis; yea

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**#12-022 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, VACATING A CERTAIN EASEMENT AND GRANTING CERTAIN EASEMENTS OVER LOTS 1.01 AND 1.02 OF BLOCK 98 IN ITS STEAD**

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

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

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

**RESOLUTIONS: 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 member of Council had any comments on any item on the consent agenda.

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

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

**Resolutions #12-310 through #12-323** were considered routine by the Manchester Township Council and were enacted by one motion offered by Mr. Reiter, seconded by Mr. Weiner and adopted by the following roll call vote: Councilmen Trutkoff, Reiter, Weiner, Fusaro and Wallis; yea.

**A. FINANCE**

**#12- 310 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 75.134, LOT 95 FOR A TOTALLY DISABLED VETERAN**

**#12-311 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING RESOLUTION #12-156 AUTHORIZING ACCEPTANCE OF CREDIT CARD AND DEBIT CARD PAYMENTS FOR THE COLLECTION OF REAL ESTATE TAXES, UTILITY CHARGES, AS WELL AS ALL DEPARTMENT FEES OR CHARGES IN ACCORDANCE WITH THE PROVISIONS OF N.J.A.C. 5:30-9.1 et seq.**

**#12-312 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING PAYROLL DEDUCTIONS FOR LEGAL SHIELD**

**#12-313 - RESOLUTION OF INTENT TO BOND IF A SHORTFALL OCCURS IN FUNDING MANCHESTER TOWNSHIP AFFORDABLE HOUSING PROGRAMS**

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**B. ESCROW/BONDS**

**#12-314 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, RELEASING AN ESCROW POSTED BY ELDER LAW ASSOCIATES, LLC**

**C. CONTRACTS\AGREEMENTS**

**#12-315 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A DEVELOPER'S AGREEMENT BETWEEN THE TOWNSHIP OF MANCHESTER AND WHITING REALTY PARTNERS, LLC FOR BLOCK 111, LOT 4 (STATE HIGHWAY ROUTE 70 & COUNTY ROUTE 539)**

**#12-316 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A CONTRACT WITH FRA TECHNOLOGIES FOR THE MAINTENANCE OF SOFTWARE PROGRAMS FOR THE MUNICIPAL CLERK'S OFFICE**

**#12-317 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A CONTRACT WITH MUNICIPALPAY FOR ELECTRONIC PAYMENT PROCESSING**

**#12-318 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT TO FREDRIC M. KNAPP, ESQ.**

**D. GRANT**

**#12-319 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, APPROVING THE SUBMISSION OF A GRANT APPLICATION AND AUTHORIZING THE EXECUTION OF A GRANT AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE COLONIAL DRIVE SOUTH IMPROVEMENTS PHASE II PROJECT**

**E. PURCHASING**

**#12-320 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE DISPOSITION OF A FORFEITED / SEIZED VEHICLE IN THE POSSESSION OF THE TOWNSHIP AT AUCTION ON GOVDEALS.COM**

**#12-321 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE DIVISION OF PURCHASING TO ADVERTISE FOR SOLICITATIONS OF PROFESSIONAL SERVICE CONTRACTS FOR THE CALENDAR YEAR 2013 BUDGET**

**#12-322 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE PURCHASE OF GASOLINE PURSUANT TO BIDS RECEIVED BY THE OCEAN COUNTY COOPERATIVE PRICING SYSTEM**

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**#12-323 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY AWARDING A CONTRACT FOR THE PROJECT KNOWN AS THE FIRST AND SECOND AVENUE ROADWAY AND DRAINAGE IMPROVEMENTS, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 40A:11-1 ET SEQ.**

**REPORTS**

**Mr. Weiner:** Mr. Weiner attended a meeting of the Ocean County Mosquito Control Commission. Over 40 cases of West Nile Virus have been confirmed. Asian Tiger mosquitoes have been identified. They only come out during the day and spraying has not been successful. Mr. Weiner also reminded everyone to not have standing water as it breeds mosquitoes. The Manchester Lakehurst Rotary Club was able to hold a food drive to help needy families. Trick or Trunk was held at Manchester Township High School. Trunks were decorated and a hayride was held.

**Mr. Fusaro:** Mr. Fusaro attended a meeting of the Manchester Coordinating Council. The motor vehicle accident situation on Route 70 was discussed. Several fatal accidents have occurred in the past few months. The Coordinating Council will send a letter to Senator Holzapfel and to the Department of Transportation making them aware of the dangerous conditions on Route 70. Further BilJim Construction has made application to Jackson Township for a sand/gravel permit. Mr. Fusaro was concerned how this will affect traffic through Manchester Township. Ms. Zsoldos was going to find the traffic impact this would have on Manchester.

**Mr. Reiter:** Mr. Reiter advised that Ms. Skibo has contacted the Department of Transportation regarding Route 70. We were told that when they had the opportunity, they would look into it.

**Mr. Trutkoff:** None

**Mr. Wallis:** Mr. Wallis read the Manchester First Aid and Rescue Squad Report for September 2012. The squad responded to a total of 207 calls and drove 2,132 miles. Mr. Wallis thanked everyone for their work on the TY 2012 Budget. Election Day is Tuesday, November 6, 2012. He reminded everyone to get out and vote.

**Ms. Zsoldos:** Ms. Zsoldos suggested residents write letters to the DOT regarding the hazardous conditions on Route 70. Ms. Zsoldos said she would send them in with a letter signed by the Mayor. If it became a group effort, it may have a better outcome. A traffic study is being conducted by the police department on Township Line Rd. It is a Township road and Ms. Zsoldos said they are working to get the speed limit reduced.

**Mr. Secare:** None

**Ms. Skibo:** Ms. Skibo reminded that everyone that the polls will be open on Election Day from 6:00 a.m. until 8:00 p.m.

**Ms. Lapp:** None

**Chief Klimakowski:** None

**PUBLIC - None**

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There being no further business at this time on motion by Mr. Trutkoff and seconded by Mr. Fusaro and unanimous voice vote of Council, the meeting was hereby adjourned at 6:55 p.m.

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**Sabina T. Skibo, RMC**  
**Township Clerk**

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**Craig Wallis**  
**Council President**

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**Date Approved**

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