

**MANCHESTER TOWNSHIP  
MEETING MINUTES  
October 10, 2017**

The meeting of the Manchester Township Council was called to order at 6:00 p.m. by Council Vice 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.”

**FLAG SALUTE**

**ROLL CALL**

The following roll call was taken by the Municipal Clerk:

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

The Municipal Clerk noted for the record that also present were Angela Koutsouris, Township Attorney, Mayor Kenneth Palmer, Diane Lapp, Chief Financial Officer and Art Abline, Office of Emergency Management Coordinator.

**APPROVAL OF MINUTES**

The regular meeting minutes of August 14, 2017 and August 28, 2017 were offered upon a motion by Mr. Frattini, seconded by Mrs. Brush and **approved** by the following roll call vote: Councilmembers Brush, Frattini, and Wallis; yea.

**BEST PRACTICES CHECKLIST**

CY 2017 Best Practices Inventory – Diane Lapp, Chief Financial Officer, explained the State’s Best Practices Check List. The responses to the questions will determine the amount of State aid the Township will receive. Ms. Lapp explained that the questions were answered and no State aid will be withheld.

**SUBMISSION OF BILLS**

**#17-345** - Authorizing payment of bills from the Current Fund in the amount of \$4,954,835.49 was offered by Mrs. Brush, seconded by Mr. Frattini and approved by the following roll call vote: Councilmembers Brush, Frattini, and Wallis; yea.

**#17-346** - Authorizing payment of bills from the Eastern Service Area in the amount of \$284,612.90 was offered by Mrs. Brush, seconded by Mr. Frattini and approved by the following roll call vote: Councilmembers Brush, Frattini and Wallis; yea.

**#17-347** - Authorizing payment of bills from the Western Service Area in the amount of \$75,124.29 was offered by Mr. Frattini, seconded by Mrs. Brush and approved by the following roll call vote:

Councilmembers, Brush, Frattini and Wallis; yea.

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

**#17-026 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING CHAPTER 16 TO ADD A NEW ARTICLE (ARTICLE IV) TO THE TOWNSHIP CODE CONCERNING A WILDFIRE SAFETY COUNCIL**

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

**Larry Lee – Country Walk:** Mr. Lee thanked Council for their support of this ordinance. Living in the Pinelands, forest fires are inevitable. This ordinance will promote safety for the residents of Manchester.

**John Cowie – New Jersey Forest Fire Safety Council:** Mr. Cowie said he is working on getting more Firewise Communities on board. This will bring everyone together.

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

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

**ORDINANCES – First Reading & Introduction**

**#17-027 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING THE TOWNSHIP CODE CHAPTER 396, ENTITLED “TOWING”**

The above ordinance was offered upon a motion by Mr. Frattini seconded by Mrs. Brush and **approved** by the following roll call vote: Councilmembers Brush, Frattini 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 member of Council had any comments on any item on the consent agenda. Seeing no comments from Council, Mr. Wallis asked if there were any comments from the public on any items on the consent agenda.

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

**Resolutions #17-348 through #17-357 were considered routine by the Manchester Township Council and were enacted by one motion offered by Mr. Frattini seconded by Mrs. Brush and adopted by the following roll call vote: Councilmembers Brush, Frattini and Wallis; yea.**

**A. FINANCE**

**#17-348 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING THE REFUNDS REQUESTED BY THE TAX COLLECTOR**

**#17-349 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 1.335, LOT 8 FOR A WIDOW OF A TOTALLY DISABLED VETERAN**

**#17-350 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 71.11, LOT 18 FOR A WIDOW OF A TOTALLY DISABLED VETERAN**

**#17-351 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 75.101, LOT 55 FOR A WIDOW OF A TOTALLY DISABLED VETERAN**

**#17-352 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 45.04, LOT 10 FOR A WIDOW OF A TOTALLY DISABLED VETERAN**

**B. CONTRACTS/AGREEMENTS**

**#17-353 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A SERVICE AGREEMENT WITH GRAMCO BUSINESS COMMUNICATIONS FOR THE MAINTENANCE OF THE LIBERTY DIGITAL RECORDING SYSTEM AND COURTROOM SOUND SYSTEM**

**C. GRANTS**

**#17-354 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING AN ENABLING RESOLUTION WITH THE STATE OF NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION, GREEN ACRES PROGRAM**

**D. MISCELLANEOUS**

**#17-355 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE DISPOSITION OR SALVAGE OF FORFEITED/SEIZED VEHICLE(S) IN THE POSSESSION OF THE TOWNSHIP AT AUCTION ON GOVDEALS.COM**

**#17-356 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE DISPOSITION OR SALVAGE OF PROPERTY IN THE POSSESSION OF THE TOWNSHIP AT AUCTION ON GOVDEALS.COM**

**#17-357 - RESOLUTION FOR LOCAL EMPLOYERS TO OFFER AN INCENTIVE UNDER THE STATE HEALTH BENEFITS PROGRAM**

**REPORTS**

**Mrs. Brush:** Mrs. Brush reminded everyone about the movie to be held at Pine Lake on Friday night. Recreation will be supplying the popcorn.

**Mr. Frattini:** Mr. Frattini mentioned that the Ocean County Library will be hosting Italian American Heritage Day which will include a presentation on Little Italy in the Bronx and a mozzarella making demonstration.

**Mr. Wallis:** Mr. Wallis congratulated Art Abline, Office of Emergency Management Coordinator, on his forty year anniversary with the Township.

**Mayor Palmer:** Mayor Palmer congratulated Mr. Abline and gave an update on the water tower project.

**Ms. Skibo:** Ms. Skibo also congratulated Mr. Abline.

**Ms. Koutsouris:** None

**Ms. Lapp:** Ms. Lapp offered her congratulations to Mr. Abline. She recently attended a painting party offered through the Recreation Department at Harry Wright Lake and said it was a very nice event.

## **PUBLIC**

**Larry Lee – Country Walk:** Mr. Lee invited everyone to the Firewise open house at Country Walk.

**Hank Glen – 29 Wycliffe Rd.:** Mr. Glen asked what the Township’s plans were for opening the lakes for swimming. Mayor Palmer advised that the Geese Chasers have worked. Public Works has purchased flashing sensors that float and alert when water levels are low. They will also be trying different methods to improve the water flow at Harry Wright Lake when water levels are down. Lowering Pine Lake has helped. Pine Lake has been passing water tests intermittently, but we are not there yet. Mayor Palmer felt it would be a few more years.

## **ADJOURNMENT**

There being no further comments or business to come before Council at this time, the meeting was adjourned at 6:32 p.m. upon a motion by Mr. Frattini seconded by Mrs. Brush and approved by the following roll call vote: Councilmembers Brush, Frattini and Wallis; yea.

---

Sam F. Fusaro, Jr.  
Council President

---

Sabina T. Skibo, RMC  
Municipal Clerk

---

Date Approved