

**MANCHESTER TOWNSHIP  
MEETING MINUTES  
June 11, 2018**

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

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

The Municipal Clerk noted for the record that also present were Angela Koutsouris, Township Attorney, Donna Markulic, Business Administrator, Chief Lisa Parker, Lt. James Komsa and Mayor Ken Palmer.

**APPROVAL OF MINUTES**

The regular meeting minutes of March 12, 2018 were offered upon a motion by Councilman Fusaro seconded by Councilwoman Brush and approved by the following roll call vote: Councilmembers Vaccaro, Brush, Fusaro and Wallis; yea. Mr. Frattini abstained due to his absence from the meeting.

**SUBMISSION OF BILLS**

**#18-219** - Authorizing payment of bills from the Current Fund in the amount of \$4,978,024.28 was offered by Councilman Vaccaro, seconded by Councilman Fusaro and approved by the following roll call vote: Councilmembers Frattini, Vaccaro, Brush, Fusaro and Wallis; yea.

**#18-220** - Authorizing payment of bills from the Eastern Service Area in the amount of \$92,034.49 was offered by Councilman Fusaro, seconded by Councilman Frattini and approved by the following roll call vote: Councilmembers Frattini, Vaccaro, Brush, Fusaro and Wallis; yea.

**#18-221** - Authorizing payment of bills from the Western Service Area in the amount of \$86,908.95 was offered by Councilman Vaccaro, seconded by Councilwoman Brush and approved by the following roll call vote: Councilmembers Frattini, Vaccaro, Brush, Fusaro and Wallis; yea.

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

**#18-012 – AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, CREATING AND SETTING THE SALARY RANGE FOR A NEW JOB TITLE - COMMAND SUPPORT ASSISTANT**

Mr. Wallis asked Council if they had any questions on this ordinance. Seeing none, 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 Councilman Frattini, seconded by Councilwoman Brush and **adopted** by the following roll call vote: Councilmembers Frattini, Vaccaro, Brush, Fusaro and Wallis; yea.

**#18-013 – AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, CREATING AND SETTING THE SALARY RANGE FOR A NEW JOB TITLE – PART TIME PUBLIC SAFETY AIDE**

Mr. Wallis asked Council if they had any questions on this ordinance. Seeing none, 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 Councilman Vaccaro, seconded by Councilwoman Brush and **adopted** by the following roll call vote: Councilmembers Frattini, Vaccaro, Brush, Fusaro and Wallis; yea.

**#18-014 – AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING THE SALARY RANGES AND POSITIONS OF BARGAINING UNIT EMPLOYEES**

Mr. Wallis asked Council if they had any questions on this ordinance. Seeing none, 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 Councilman Fusaro, seconded by Councilman Vaccaro and **adopted** by the following roll call vote: Councilmembers Frattini, Vaccaro, Brush, Fusaro and Wallis; yea.

**ORDINANCES – First Reading and Introduction**

**#18-015 – AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, IN THE COUNTY OF OCEAN, NEW JERSEY, PROVIDING FOR THE ACQUISITION AND INSTALLATION OF WATER METERS IN AND FOR THE TOWNSHIP OF MANCHESTER AND APPROPRIATING \$3,000,000 THEREFOR AND PROVIDING FOR THE ISSUANCE OF \$3,000,000 IN BONDS OR NOTES OF MANCHESTER TO FINANCE SAME**

The above ordinance was offered upon a motion by Councilman Fusaro, seconded by Councilman Vaccaro and **approved** by the following roll call vote: Councilmembers Frattini, Vaccaro, Brush, 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 member of Council had any comments on any item on the consent agenda. Seeing no comments from Council, Councilman 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 #18-222 through #18-232 were considered routine by the Manchester Township Council and were enacted by one motion offered by Councilman Vaccaro, seconded by Councilman Fusaro and adopted by the following roll call vote: Councilmembers Frattini, Vaccaro, Brush, Fusaro and Wallis; yea.**

**A. FINANCE**

**#18-222 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING THE TAX COLLECTOR TO EXTEND THE GRACE PERIOD FOR THE AUGUST 2018 TAX BILLS**

**B. CONTRACTS/AGREEMENTS**

**#18-223 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING A CONTRACT WITH GRANICUS FOR NOVUSAGENDA MEETING MANAGEMENT SOFTWARE**

**C. LICENSING**

**#18-224 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, APPROVING RENEWAL OF PLENARY RETAIL CONSUMPTION LICENSES**

**#18-225 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, APPROVING RENEWAL OF PLENARY RETAIL DISTRIBUTION LICENSES**

**D. PURCHASING**

**#18-226 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE PURCHASE OF ASPHALT, TRUCK AND OPERATOR, AND TACK OIL FOR THE PAVING OF VARIOUS TOWNSHIP ROADWAYS**

**E. BONDS/ESCROWS**

**#18-227 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, RELEASING WATER & SEWER ESCROWS AND A CASH PERFORMANCE GUARANTEE POSTED BY STEVE LIOUMIS IN CONNECTION WITH BLOCK 86.01 LOTS 13-15, 66 & 72 (91 LACEY RD.)**

**#18-228 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE RELEASE OF A ZONING BOARD ESCROW POSTED BY CZESLAW KLUSEK IN CONNECTION WITH BLOCK 1.285 LOT 40 (1509 BIRMINGHAM AVE.)**

**#18-229 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, RELEASING VARIOUS DEVELOPER'S ESCROWS & WATER AND SEWER ESCROWS POSTED BY BREEDERS WALK, LLC IN CONNECTION WITH BLOCK 66 LOT 1 (3213 HWY 547)**

**F. APPOINTMENT**

**#18-230 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, CONSENTING TO THE APPOINTMENT OF AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR A MUNICIPAL COURT JUDGE OF THE TOWNSHIP OF MANCHESTER PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 2B:12-4(b)**

**G. MISCELLANEOUS**

**#18-231 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING APPROVAL OF A SPECIAL NEEDS FUNDING LIMIT WAIVER FOR MANCHESTER TOWNSHIP HOME IMPROVEMENT PROGRAM CASE # MAN-1835**

**#18-232 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, REFUNDING DUPLICATE PAYMENT FOR A LANDLORD REGISTRATION TO MARTIN RUPRECHT FOR 43B STERLING ST. BLK 38.09 LOT 224.02**

**REPORTS**

**Mr. Frattini: None**

**Mr. Vaccaro:** Mr. Vaccaro mentioned various meetings and events he attended throughout the month. He also reviewed the bills that were on tonight's agenda for Council consideration.

**Mr. Fusaro:** Mr. Fusaro attended the installation of the new patrol officers on June 5, 2018. They were hired to replace recent retirees. An update was given on the Abandoned Properties Registry. For the first five months of 2018, the Township has collected \$463,500. Since the inception of the registry two and a half years ago, over \$1,169,000 has been collected.

**Mrs. Brush: None**

**Mr. Wallis:** Mr. Wallis reminded everyone that the Property Maintenance ordinances were passed to make sure that all properties were maintained. He urged residents to contact the Public Works Department if they saw a property that needed the lawn to be cut.

**Ms. Koutsouris: None**

**Ms. Skibo:** Ms. Skibo offered her condolences to Mr. Pigott's family. He was a former Councilman and she worked with Mr. Pigott for many years.

**Chief Parker: None**

**Mayor Palmer:** Mayor Palmer went to the PBA golf outing. A significant amount of money was raised for Field of Dreams.

**PUBLIC:**

**Judy Kuhmichael – Winkle Ct.:** Ms. Kuhmichael thanked Mr. Yodakis and the Public Works Department for mowing the Country Walk Secondary Access Road.

**EXECUTIVE SESSION**

**#18-233 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, IN ACCORDANCE WITH SECTION 2 OF THE OPEN PUBLIC MEETINGS ACT, CHAPTER 231, PUBLIC LAWS OF 1975 (Personnel)**

The above Resolution was offered at 6:30 p.m. upon a motion by Mr. Vaccaro seconded by Mr. Fusaro and approved by the following roll call vote: Councilmembers Frattini, Vaccaro, Brush, Fusaro and Wallis; yea.

A motion to adjourn executive session at 7:25 p.m. was offered upon a motion by Mr. Frattini seconded by Mr. Fusaro and approved by the following roll call vote: Councilmembers Frattini, Vaccaro, Brush, Fusaro and Wallis; yea.

A motion to reconvene regular session at 7:30 p.m. was offered upon a motion by Mr. Fusaro seconded by Mrs. Brush and approved by the following roll call vote: Councilmembers Frattini, Vaccaro, Brush, Fusaro and Wallis; yea.

**ADJOURNMENT**

There being no further comments or business to come before Council at this time, the meeting was adjourned at 7:31 p.m. upon a motion by Councilman Vaccaro seconded by Councilman Frattini and approved by the following roll call vote: Councilmembers Frattini, Vaccaro and Fusaro; yea.

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Craig Wallis  
Council President

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Sabina T. Skibo, RMC  
Municipal Clerk

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Date Approved