

**MANCHESTER TOWNSHIP  
MEETING MINUTES  
June 25, 2018**

The meeting of the Manchester Township Council was called to order at 6:00 p.m. by Council Vice President Joan Brush. 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	- absent

The Municipal Clerk noted for the record that also present were Angela Koutsouris-Zografos, Township Attorney and Donna Markulic, Business Administrator.

**APPROVAL OF MINUTES**

The regular meeting minutes of April 23, 2018 and the executive session minutes of February 26, 2018 and June 11, 2018 were offered upon a motion by Councilman Fusaro, seconded by Councilman Vaccaro and approved by the following roll call vote: Councilmembers Frattini, Vaccaro, Fusaro and Brush; yea.

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

The executive session minutes of May 29, 2018 were offered upon a motion by Councilman Fusaro, seconded by Councilman Frattini and approved by the following roll call vote: Councilmembers Frattini, Fusaro and Brush; yea. Mr. Vaccaro abstained due to his absence from the meeting.

**SUBMISSION OF BILLS**

**#18-234** - Authorizing payment of bills from the Current Fund in the amount of \$1,649,490.25 was offered by Councilman Fusaro, seconded by Councilman Vaccaro and approved by the following roll call vote: Councilmembers Frattini, Vaccaro, Fusaro and Brush; yea.

**#18-235** - Authorizing payment of bills from the Eastern Service Area in the amount of \$84,718.90 was offered by Councilman Vaccaro, seconded by Councilman Frattini and approved by the following roll call vote: Councilmembers Frattini, Vaccaro, Fusaro and Brush; yea.

**#18-236** - Authorizing payment of bills from the Western Service Area in the amount of \$67,089.86 was offered by Councilman Frattini, seconded by Councilman Vaccaro and approved by the following roll call vote: Councilmembers Frattini, Vaccaro, Fusaro and Brush; yea.

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

**#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 THE TOWNSHIP OF MANCHESTER TO FINANCE THE SAME**

Mrs. Brush asked if any Councilmembers had any questions on the above ordinance. Seeing none, Mrs. Brush opened this portion of the meeting to the public.

**Ed Lynch – Country Walk.:** Mr. Lynch asked how the device communicates with the computer system. Mr. Fusaro said it was through radio frequencies.

**Bill Foor – 3101 Wilbur Ave.:** Mr. Foor asked what the payback period of the bond was and if there was going to be an increase in the water and sewer rates. Mr. Fusaro said he did not see rates being increased but things could change in the future. Mr. Foor is of the opinion that there should be a return on an investment to spend three million dollars. Mr. Fusaro said it is justifiable as the Township will be saving man hours as well as liability issues. Mr. Foor asked to see some numbers that show what the payback will be that will make spending the three million dollars justifiable. Mr. Fusaro asked if Ms. Lapp could put some notes together. Ms. Markulic said she would ask Ms. Lapp.

Seeing no further comments from the public, Mrs. Brush 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, Brush, Fusaro and Wallis; yea.

**ORDINANCES – First Reading and Introduction**

**#18-016 - AN ORDINANCE TO AMEND CHAPTER 2 ENTITLED “ADMINISTRATION OF GOVERNMENT” ARTICLE VII ENTITLED “DEPARTMENT OF ADMINISTRATION” TO ADD A NEW POSITION FOR AN ASSISTANT BUSINESS ADMINISTRATOR**

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

**#18-017 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING SALARY RANGES AND POSITIONS OF NON-BARGAINING UNIT EMPLOYEES**

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, Fusaro and Brush; yea.

**#18-018 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, IN THE COUNTY OF OCEAN, NEW JERSEY, PROVIDING FOR A SPECIAL EMERGENCY APPROPRIATION OF \$585,000 FOR THE PREPARATION AND EXECUTION OF A COMPLETE PROGRAM OF REASSESSMENT OF REAL PROPERTY FOR USE OF THE LOCAL ASSESSOR OF THE TOWNSHIP OF MANCHESTER, IN THE COUNTY OF OCEAN, NEW JERSEY**

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

Mrs. Brush asked if any member of Council had any comments on any item on the consent agenda. Seeing no comments from Council, Councilwoman Brush asked if there were any comments from the public on any items on the consent agenda.

Seeing no comments from the public, Councilwoman Brush closed this portion of the meeting.

**Resolutions #18-237 through #18-245 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, Fusaro and Brush; yea.**

### A. FINANCE

**#18-237 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING THE REFUNDS REQUESTED BY THE TAX COLLECTOR**

### B. CONTRACTS/AGREEMENTS

**#18-238 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OCEAN, STATE OF NEW JERSEY, AUTHORIZING A SHARED SERVICE AGREEMENT WITH LAKEWOOD TOWNSHIP FOR USE OF THE TRUCK WASH**

**#18-239 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OCEAN STATE OF NEW JERSEY, AUTHORIZING AN AGREEMENT WITH ALTERNATIVE MICROGRAPHICS FOR MAINTENANCE OF MICROFILM MACHINES**

**#18-240 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN STATE OF NEW JERSEY, AUTHORIZING AN AGREEMENT WITH NEW JERSEY STATE ASSOCIATION OF CHIEFS OF POLICE FOR A PROMOTIONAL EXAM**

**#18-241 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING A SHARED SERVICES AGREEMENT WITH TOMS RIVER MUA**

### C. LICENSING

**#18-242 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, APPROVING RENEWAL OF PLENARY RETAIL CONSUMPTION LICENSES**

**#18-243 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY APPROVING RENEWAL OF PLENARY RETAIL DISTRIBUTION LICENSES**

### D. PURCHASING

**#18-244 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE PURCHASE OF THREE (3) 2018 INTERCEPTOR SUV'S & ONE (1) FORD F-150 PICK-UP TRUCK FOR THE BUREAU OF INSPECTIONS**

### E. BONDS/ESCROWS

**#18-245 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OCEAN STATE OF NEW JERSEY, AUTHORIZING RELEASE OF A PLANNING BOARD ESCROW POSTED BY DIOCESE OF TRENTON FOR BLOCK 67.01 LOTS 1-9 (3101 HWY 547)**

## REPORTS

**Mr. Frattini:** None

**Mr. Vaccaro:** Mr. Vaccaro asked Council to consider passing a resolution joining with neighboring municipalities in the fight against the reduction of State aid to the school districts.

**Mr. Fusaro:** Mr. Fusaro mentioned that Manchester Day is this weekend. He shared that Ms. Skibo, along with Marianne Borthwick, were instrumental in starting the first Manchester Day 25 years ago. The first Manchester Day helped pull the Township together. It has been an incredible success every year since.

**Mrs. Brush:** Mrs. Brush announced that the Police Department will be holding a blood drive in the Civic Center on July 18, 2018 if anyone was interested helping the Police.

**Ms. Markulic:** None

**Ms. Zografos:** None

**Ms. Skibo:** None

**Ms. Pellicano:** None

## PUBLIC:

**Hank Glen – 29 Wycliffe Rd.:** Mr. Glen commented regarding an invoice from the Canning Group for \$10,000.00 on the bills list. Mrs. Brush explained that it was for an assessment of the Bureau of Inspections. Hopefully this assessment will help the operation of the Inspection Department. Mr. Fusaro said it is a very comprehensive report. A closed session will be held soon to discuss the report. Mr. Glen also questioned the Command Support Assistant position. Ms. Markulic said it was a stipend position in the past, however, it was realized that a need existed for a full time position. This position will supervise the civilian workers and take the work load off of the lieutenants. Mr. Glen asked if a new employee will be hired. Ms. Markulic said a new records supervisor will have to be hired. Mr. Glen also asked about the County garage project on Ridgeway Blvd. near the base. He said he read that the County is adding school bus parking on the property. Mr. Fusaro said he was not aware of this. Ms. Skibo said she would pull the plans and call the County to find out the particulars.

**Judy Kuhmichael – Country Walk:** Ms. Kuhmichael inquired about the Diamond Road railroad and asked Ms. Markulic if she had an update. Ms. Markulic said she had not heard anything. Ms. Kuhmichael said that she heard the railroad would be operational August 1, 2018. Ms. Markulic said that was not true and she would contact Mr. Yodakis again and see if he could find an update.

There being no further comments or business to come before Council at this time, the meeting was adjourned at 6:27 p.m. upon a motion by Councilman Vaccaro seconded by Councilman Fusaro and approved by the following roll call vote: Councilmembers Frattini, Vaccaro, Fusaro and Brush; yea

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Joan Brush  
Council Vice President

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Sabina T. Skibo, RMC  
Municipal Clerk

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Date Approved