

**MANCHESTER TOWNSHIP  
MEETING MINUTES  
February 11, 2019**

The meeting of the Manchester Township Council was called to order at 6:00 p.m. by Councilwoman Joan Brush. The following statement was read by Sabina T. Skibo, 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 | - absent  |
| 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-Zografos, Township Attorney, Donna Markulic, Business Administrator, James Gant, Assistant Business Administrator, Chief Lisa Parker, Capt. Todd Malland, Lt. Robert Dolan, Diane Lapp, Chief Financial Officer and Mayor Kenneth T. Palmer.

**LAND SALE**

An undersized lot, Block 1.307, Lot 26 is up for bid. Attorney Koutsouris-Zografos asked if there were any contiguous property owners present that wanted to place a bid. There was a sealed bid received by the Township for \$2,000.10 from Sofia Porter. As there were no other bidders, it was awarded to Mrs. Porter.

**PRESENTATION**

Chief Lisa Parker met with the Captains of the first aid squads. She advised them that 25% of the calls are being answered by volunteers and 75% are answered by outside vendors. This is very concerning. There were 834 calls in 2018 and the response time 20 minutes to an hour. Volunteers no longer meet the demands of our community. Although our volunteers do a great job, there are not many fire/first aid volunteers any more. It is a huge commitment and in order to stay they must have a certain number of hours and call outs, otherwise, they are no longer a volunteer for that department. Chief Parker sees a visible decrease in volunteers. When the Chief spoke to the Captains about this, the Manchester Captain asked if she could not deny the applicants. Chief Parker said she does not feel lowering the standards is the way to go. Just wanted to advise Council that, we just don't have enough volunteers to meet the volume of calls. We have 850 to 1,000 calls per month. Councilwoman Brush asked how our response time compares with surrounding communities. Chief Parker explained we are one of the last large communities with volunteers. Most have paid services. Councilman Fusaro said he was surprised to learn a few years ago, that many of the volunteers are not Manchester residents and inquired if that is still the case today. Chief Parker said that is the case and many are not from Manchester or even Ocean County.

Councilwoman Brush asked if there were any comments from the public.

Ed Lynch - Country Walk – Commented regarding duty assignments – informed Council the volunteers are required to be on premises. They do not respond from home.

Councilwoman Brush asked Chief Parker to look into trying to find a solution to this problem and come back with it as soon as possible. It is a shame about the volunteers, but if we do not have the bodies, it is not going to get any better. Minutes can seem like an eternity – it is unacceptable to wait 20 minutes to an hour.

Councilman Wallis said this is not a call against the volunteers - they do a heck of a job. It is just pure numbers. with the limited numbers of volunteers and there is such a high volume of calls. Responders can be out one and a half hours per call. Mr. Lynch said a general weakness call can tie up the squad for an hour due to the wait time at Community Memorial Hospital.

Judy Kuhmichael – Country Walk – said that Quality Medical Transport is often the responder and wanted to know if that had anything to do with the response time. Chief Parker said QMT responds to 75% of the calls and our volunteers, as good as they are, can only handle 25% of the calls. We don't have enough volunteers to manage the volume of calls.

### **SUBMISSION OF BILLS**

**#19-091** - Authorizing payment of bills from the Current Fund in the amount of \$12,800,548.09 was offered by Councilman Vaccaro, seconded by Councilman Fusaro and approved by the following roll call vote: Councilmembers Vaccaro, Fusaro, Wallis and Brush; yea.

**#19-092** - Authorizing payment of bills from the Eastern Service Area in the amount of \$428,144.36 was offered by Councilman Fusaro, seconded by Councilman Vaccaro and approved by the following roll call vote: Councilmembers Frattini, Vaccaro, Brush, Fusaro and Wallis; yea.

**#18-093** - Authorizing payment of bills from the Western Service Area in the amount of \$588,666.56 was offered by Councilman Vaccaro, seconded by Councilman Frattini and approved by the following roll call vote: Councilmembers Frattini, Vaccaro, Brush, Fusaro and Wallis; yea.

### **ORDINANCES - Second Reading, Public Hearing and Final Action**

**#19-001 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF MANCHESTER BY ADDING NEW SECTION 409-5 ENTITLED “SITING OF POLES, CABINETS AND ANTENNAS” OF CHAPTER 409 ENTITLED “UTILITY COMPANY WORK” AND ADDING NEW ARTICLE VII ENTITLED “SITING OF POLES CABINETS AND ANTENNAS” TO CHAPTER 372 ENTITLED “STREETS AND SIDEWALKS”**

Sabina T. Skibo stated that we are still waiting for comments from the Pinelands and suggested tabling this ordinance to a date certain to avoid re-advertising.

The above ordinance was tabled to March 11, 2019 upon a motion by Councilman Vaccaro, seconded by Councilman Wallis and **adopted** by the following roll call vote: Councilmembers Vaccaro, Fusaro, Wallis and Brush: yea.

**#19-002 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, IN THE COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING THE TOWNSHIP CODE CHAPTER 95 ENTITLED “ALCOHOLIC BEVERAGES”**

Councilwoman Brush asked if any Councilmembers had any questions on the above ordinance. Seeing no comments from Council, Mrs. Brush opened this portion of the meeting to the public.

Seeing no comments from the public, Councilwoman 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 Vaccaro, Fusaro, Wallis and Brush: yea.

**#19-003 - AN ORDINANCE AUTHORIZING THE SALE OF LOT 22 IN BLOCK 1.306 IN THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, PURSUANT TO N.J.S.A. 40A:12-1 et seq.**

Councilwoman Brush asked if any Councilmembers had any questions on the above ordinance. Seeing no comments from Council, Mrs. Brush opened this portion of the meeting to the public.

Seeing no comments from the public, Councilwoman 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 Vaccaro, Fusaro, Wallis and Brush: yea.

**#19-004 - AN ORDINANCE AUTHORIZING THE SALE OF LOT 25 IN BLOCK 1.306 IN THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, PURSUANT TO N.J.S.A. 40A:12-1 et seq.**

Councilwoman Brush asked if any Councilmembers had any questions on the above ordinance. Seeing no comments from Council, Mrs. Brush opened this portion of the meeting to the public.

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

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

**ORDINANCES – First Reading & Introduction**

**#19-005 – AN ORDINANCE OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE DONATION OF VACANT LAND, A/K/A BLOCK 71, LOT 6.01; BLOCK 71.02, LOT 159.02; 71.13, LOT 1; BLOCK 72, LOT 4 AND BLOCK 52, LOT 1, PURSUANT TO THE PROVISIONS OF N.J.S.A. 40A:12-13**

Councilman Fusaro explained this property is being used for a park and is being donated because it cannot be sold.

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

**#19-006 – AN ORDINANCE OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING A SALE OF VACANT LAND, A/K/A LOT 1.01, BLOCK 71, MANCHESTER TOWNSHIP, NJ PURSUANT TO THE PROVISIONS OF N.J.S.A. 40A:12-13**

Sabina T. Skibo stated that this is the sale of property for \$1,425,000.00 to the County.

The above ordinance was offered upon a motion by Councilman Vaccaro, seconded by Councilman Fusaro and adopted by the following roll call vote: Councilmembers Vaccaro, Fusaro, Wallis 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.**

Councilwoman Brush asked if any member of Council had any comments on any item on the consent agenda. Seeing no comments from Council, Mrs. 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 #19-094 through #19-118 were considered routine by the Manchester Township Council and were enacted by one motion offered by Councilman Fusaro, seconded by Councilman Vaccaro and adopted by the following roll call vote: Councilmembers Vaccaro, Fusaro, Wallis and Brush; yea.**

**A. FINANCE**

**#19-094 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 38.52, LOT 678.01 FOR A TOTALLY DISABLED VETERAN**

**#19-095 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING REFUNDS REQUESTED BY THE TAX COLLECTOR**

**#19-096 - 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 108 FOR A TOTALLY DISABLED VETERAN**

**#19-097 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 61.34, LOT 2 FOR A TOTALLY DISABLED VETERAN**

**#19-098 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 52.23, LOT 6 FOR A TOTALLY DISABLED VETERAN**

**#19-099 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 38.51, LOT 649.02 FOR A TOTALLY DISABLED VETERAN**

**B. CONTRACTS/AGREEMENTS**

**#19-100 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE PAYMENT FOR SUPPORT TO CATHOLIC CHARITIES FOR SERVICES RENDERED**

**#19-101 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A CONTRACT WITH MITCHELL HUMPHREY & CO. FOR FAST TRACK GOV SOFTWARE, LICENSE, IMPLEMENTATION & ANNUAL SERVICE FEES**

**#19-102 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A REIMBURSEMENT AGREEMENT WITH COMMUNITY SERVICES, INC.**

**#19-103 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A SHARED SERVICE AGREEMENT BETWEEN THE TOWNSHIP OF MANCHESTER AND THE COUNTY OF OCEAN FOR 2019 FOR CHILD PASSENGER RESTRAINT PROGRAM**

**#19-104 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A CONTRACT WITH BLOCK LINE SYSTEMS FOR ANALOG SERVICES WITHIN THE TOWNSHIP**

**#19-105 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A SOFTWARE AND HARDWARE AGREEMENT WITH EDMUNDS AND ASSOCIATES FOR SOFTWARE MAINTENANCE OF FINANCE, TAX AND UTILITY PACKAGE**

**#19-106 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF INDIVIDUAL EMPLOYMENT AGREEMENTS BETWEEN THE TOWNSHIP OF MANCHESTER, JOSHUA SCHNOOR AND MICHAEL SABIE**

**#19-107 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A SUBORDINATION AGREEMENT FOR 585B KEVIN COURT**

**C. GRANTS**

**#19-108 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, ACCEPTING A COPS IN SHOPS ENFORCEMENT PROGRAM GRANT #AL-19-45-05-01**

**D. RECREATION**

**#19-109 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE PROCESSING OF PURCHASE ORDERS AND THE EXECUTION OF CONTRACTS FOR RESERVATIONS FOR CAMPERS FOR CAMP ADVENTURE**

**#19-110 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE PROCESSING OF PURCHASE ORDERS AND THE EXECUTION OF CONTRACTS FOR RESERVATIONS FOR CAMPERS FROM VARIOUS SUMMER CAMPS**

**E. PURCHASING**

**#19-111 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE PURCHASE AND INSTALLATION OF A MOTORAOL EMERGENCY CALL WORKS 9-1-1 ANSWERING SYSTEM UNDER NEW JERSEY STATE CONTRACT**

**#19-112 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH GOOSE CONTROL TECHNOLOGY FOR GEESE CONTROL AT HARRY WRIGHT AND PINE LAKES**

**#19-113 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE DIVISION OF PURCHASING TO ADVERTISE AND RECEIVE BIDS FOR THE PURCHASE OF ELECTRIC GENERATION SERVICE AND ENERGY AGGREGATION SERVICES**

**F. BONDS/ESCROWS**

**#19-114 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, RELEASING AN ESCROW POSTED BY CUT & FIL, LLC IN CONNECTION FOR A PROJECT KNOWN AS WATER MAIN EXTENSION FOR CHAMPLAIN STREET**

**#19-115 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, RELEASING ESCROWS POSTED BY M.S. ELECTRIC CONTRACTORS, LLC FOR VARIOUS PROJECTS**

**G. MISCELLANEOUS**

**#19-116 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXEUCION OF A LICENSE AGREEMENT WITH OCEAN COUNTY LACROSSE CLUB, INC. FOR USE OF THE PROPERTY AT AYF COMPLEX FOR RECREATIONAL ACTIVITIES**

**#19-117 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE DISPOSITION OR SALVAGE OF VEHICLE(S) IN THE POSSESSION OF THE TOWNSHIP THAT HAVE BEEN ABANDONED AT THE TOW COMPANY IMPOUND YARD**

**#19-118 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE DONATION OF USED HOCKEY RINK LIGHTING TO THE MANCHESTER LITTLE LEAGUE**

Councilwoman Brush asked if there were any questions from Council. Councilman Fusaro commented that we received a response from the energy consultant regarding solicitation for bids and feels it is hard to follow and requested a copy of the RFP be provided to the Councilmembers. Seeing no further comments from Council, Mrs. Brush opened this portion of the meeting to the public.

Hank Glen – 29 Wycliff Road – are we negotiating rates with Lakehurst for IT. Mrs. Koutsouris-Zografos explained it has already been passed. This resolution is for a stipend for the employees to perform additional work for Lakehurst. There is no overtime and it does not go toward the pension. We will make a little profit.

Mr. Glen asked if there is a problem with the 911 system. Lt. Dolan explained that the present system has been in place since 2004 and is currently not 911 enhanced compliant – cannot receive text messages, photos. The equipment is outdated. Calls go to County first. Mr. Glen questioned if the County is responsible for any of the expense. Lt. Dolan informed him they are not.

Renee Wohlrab - Ocean County Lacrosse – thankful for the use of the property and it will be beneficial to the youth of Manchester.

## **REPORTS**

**Mr. Vaccaro:** Mr. and Mrs. Vaccaro attended Pinelands Municipal Council Meeting where the Executive Director spoke about grant funds and loan programs available in regional growth areas. Mr. Vaccaro also attended the Zoning Board of Adjustment and Manchester Coordinating Council meetings and the Ridgeway Volunteer Fire Company Installation Dinner.

**Mr. Wallis:** Commented on the new minimum wage requirements. Said they will affect us mostly with summer help. He asked Ms. Skibo to come up with a rough report on the figure as the taxpayers will bear the cost.

**Mr. Fusaro:** Commented with regard to the concern expressed by residents for a traffic light at the intersection of Route 70 and the Beckerville Road. The County did a traffic assessment and determined it is not warranted. If the County says no, it does not even get to the State. Mr. Fusaro also attended the Planning Board and Manchester Coordinating Council meetings.

**Mrs. Brush:** Said she believes that seasonal workers may be exempt from the requirements. Councilman Wallis said the letter sent was very confusing. Ms. Skibo informed her that Manchester Township does not meet the exemptions. Mrs. Brush also informed the public that the State said storm water runoff is not a problem in Manchester.

**Ms. Zografos: None**

**Ms. Markulic:** Said we lost another employee last week, Penny Umlauf. She was a tax and utility collector, who worked here eighteen years. Her husband also worked for Manchester Township. Penny was also a union shop steward and worked with Administration. They had a very good relationship. Penny and her husband were also very active with the little league.

**Mayor Palmer:** Just wanted to add that the Manchester girls' basketball team is doing very well and encouraged everyone to try to attend the upcoming games to support the team.

**Chief Parker: None**

**Ms. Skibo: None**

**PUBLIC: None**

**ADJOURNMENT**

There being no further comments or business to come before Council at this time, the meeting was adjourned at 6:45 p.m. upon a motion by Councilman Fusaro, seconded by Councilman Vaccaro and approved by the following roll call vote: Councilmembers Vaccaro, Fusaro, Wallis and Brush; yea.

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Joan Brush  
Council President

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Sabina T. Skibo, RMC  
Municipal Clerk

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Date Approved