

**MANCHESTER TOWNSHIP  
MEETING MINUTES  
October 22, 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	- absent
Councilman James Vaccaro	- absent
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 BA; Ken Palmer, Mayor; Diane Lapp, CFO; Joe Faccione & Andy Zabiega, Auditors; Chief Lisa Parker; Captain Todd Malland; Lt. Vinnie Manco and Lt. Bob Dolan.

**ACCEPTANCE OF AUDIT**

**#18-360 – Certification of the 2017 Municipal Audit**

Mr. Wallis introduced Joe Faccione and Andy Zabiega of Samuel Klein auditors. Andy Zabiega explained the audit process and advised there were some minor recommendations. The audit synopsis will be advertised in the Township’s official newspapers according to law.

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

**PRESENTATION – Award to Lt. Manco for completing FBI Academy**

An award was presented to Lt. Manco by the Mayor and Council for his completion of the FBI Academy. The Mayor and Council President Wallis gave accolades to Lt. Manco for this major accomplishment.

**SUBMISSION OF BILLS**

**#18-361** - Authorizing payment of bills from the Current Fund in the amount of \$4,898,398.76 was offered by Mrs. Brush, seconded by Mr. Fusaro and **approved** by the following roll call vote: Councilmembers Brush, Fusaro, and Wallis; yea.

**#18-362** - Authorizing payment of bills from the Eastern Service Area in the amount of \$250,885.30 was offered by Mr. Fusaro, seconded by Mrs. Brush and **approved** by the following roll call vote: Councilmembers Brush, Fusaro, and Wallis; yea.

**#18-363** - Authorizing payment of bills from the Western Service Area in the amount of \$77,143.98 was offered by Mrs. Brush, seconded by Mr. Fusaro and **approved** by the following roll call vote: Councilmembers Brush, Fusaro, and Wallis; yea.

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

**#18-036 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE DONATION OF CERTAIN REAL PROPERTY TO THE RIDGEWAY VOLUNTEER FIRE DEPARTMENT IN ACCORDANCE WITH N.J.S.A. 40A:12-21(a)**

Mr. Wallis asked if any Councilmembers had any questions on the above ordinance. Seeing no comments from Council, Mr. Wallis opened this portion of the meeting to the public. Seeing none, Mr. Wallis closed this portion of the meeting.

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

**ORDINANCES - First Reading and Introduction**

**#18-037 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING ARTICLE V OF THE TOWNSHIP CODE CONCERNING ANIMALS AND PERMITTING THE MANAGEMENT OF FERAL CATS BY REMOVING SUNSET CLAUSE**

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

**#18-038 - ORDINANCE OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING CHAPTER 430 OF THE TOWNSHIP CODE ENTITLED "WATER AND SEWER" AND SPECIFICALLY SECTION 430-24 ENTITLED "SCHEDULE OF WATER AND SEWER RATES FOR EASTERN SERVICE AREA" AND SECTION 430-25 ENTITLED "SCHEDULE OF WATER AND SEWER RATES FOR WESTERN SERVICE AREA."**

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

**#18-039 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, IN THE COUNTY OF OCEAN, NEW JERSEY PROVIDING FOR LAKE ROAD IMPROVEMENTS AND RELATED EXPENSES AND APPROPRIATING \$175,000 THEREFOR FROM THE TOWNSHIP'S CAPITAL SURPLUS FUND**

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

**#18-040 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, IN THE COUNTY OF OCEAN, NEW JERSEY, PROVIDING FOR THE ACQUISITION OF POLICE, FIRE AND EMERGENCY SERVICES COMMUNICATIONS EQUIPMENT FOR THE TOWNSHIP OF MANCHESTER AND APPROPRIATING \$1,950,000 THEREFOR AND PROVIDING FOR THE ISSUANCE OF \$1,857,000 IN BONDS OR NOTES OF THE TOWNSHIP OF MANCHESTER TO FINANCE THE SAME.**

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

**#18-041 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, IN THE COUNTY OF OCEAN, NEW JERSEY PROVIDING FOR THE ACQUISITION OF FIRE EQUIPMENT FOR USE BY TOWNSHIP VOLUNTEER FIRE COMPANIES AND APPROPRIATING \$195,000 THEREFOR FROM THE TOWNSHIP'S CAPITAL IMPROVEMENT FUND**

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

**#18-042 - AN ORDINANCE AUTHORIZING THE SALE OF LOT 26 IN BLOCK 1.307 IN THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, PURSUANT TO N.J.S.A. 40A:12-1 et seq. (1605 Larchmont Street)**

The above ordinance was offered upon a motion by Councilman Fusaro, seconded by Councilwoman Brush and **approved** by the following roll call vote: Councilmembers Fusaro, Brush 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, Councilman Wallis closed this portion of the meeting.

**Resolutions #18-364 through #18-375 were considered routine by the Manchester Township Council and were enacted by one motion offered by Councilman Fusaro, seconded by Councilwoman Brush and adopted by the following roll call vote: Councilmembers Brush, Fusaro and Wallis; yea.**

**A. FINANCE**

**#18-364 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING THE REFUNDS REQUESTED BY THE TAX COLLECTOR**

**#18-365 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 102.20, LOT 58 FOR A WIDOW OF A TOTALLY DISABLED VETERAN**

**#18-366 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 83.01, LOT 71 FOR A TOTALLY DISABLED VETERAN**

**#18-367 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 61.13, LOT 298 FOR A TOTALLY DISABLED VETERAN**

**#18-368 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 61.13, LOT 298 FOR A TOTALLY DISABLED VETERAN**

**B. CONTRACTS/AGREEMENTS**

**#18-369 - 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. BONDS/ESCROWS**

**#18-370 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, RELEASING AN ESCROW POSTED BY AM WHITING, LLC FOR A PROJECT KNOWN AS BLOCK 90 LOTS 9&24 (500 ROUTE 530)**

**#18-371 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, RELEASING VARIOUS ZONING BOARD ESCROWS POSTED BY M. WLADCZYK, HVAC, LLC**

**D. MISCELLANEOUS**

**#18-372 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE DISPOSITION OR SALVAGE OF A SEIZED/FORFEITED VEHICLE(S) IN THE POSSESSION OF THE TOWNSHIP AT AUCTION ON GOVDEALS.COM**

**#18-373 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, APPROVING THE ADOPTION OF THE REVISED EMPLOYEE HANDBOOK FOR THE TOWNSHIP OF MANCHESTER**

**#18-374 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING EXECUTION OF COMMUNICATIONS SITE LEASE AGREEMENT BETWEEN HOMELAND TOWERS, LLC AND THE TOWNSHIP OF MANCHESTER**

**#18-375 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING RESOLUTION #18-351 RELEASING ESCROW POSTED BY JACK BETTIO IN CONNECTION WITH BLOCK 69 LOT 7 (2985 HWY 547)**

**REPORTS**

**Mrs. Brush:** Mrs. Brush attending a Firewise meeting and thanked the group for making the public aware of safety issues.

**Mr. Fusaro:** Mr. Fusaro also attended the Firewise meeting and thanked Judi Kuhmichel and Country Walk for their efforts. He also attended the Manchester Township Coordinating Council meeting where the Hovson’s project was discussed. Mr. Fusaro spoke about the passing of one of our township residents, Charles Mueller, who was instrumental in bringing ADA issues to the Township. Mr. Fusaro discussed a joint press release issued from the Save the Barnegat Bay and Pineland Preservation Alliance congratulating DEP for their Hovson’s decision. Mr. Fusaro requested a resolution for our next meeting addressing the elimination of Manchester Township from the parkway exit signs since the parkway improvements were made. He would like to see the township identified on the parkway again. Also, he reminded everyone about the November 11<sup>th</sup> Veteran’s Day ceremonies.

**Mr. Wallis:** Mr. Wallis attended the Firewise meeting and thanked Judi Kuhmichel for her efforts. He spoke about a possible county agreement for controlled burn in the Whiting area.

**Ms. Markulic:** Spoke about the closing of Town hall on Wednesday, October 24th at 2 pm for employee active shooter training.

**Ms. Skibo: None**

**Ms. Zografos: None**

**Mr. Gant:** Gave update on employee efforts to raise funds for Strides against Breast Cancer. We raised \$800.

**Mayor Palmer: None**

## **PUBLIC**

**Frank Stavalo – Summit Park:** Mr. Stavalo asked if anyone knew of why surveyors were present in their area. No one knew of any plans.

**Karen Argenti – Whiting:** Congratulated the town on the Heritage Minerals project and we need to stick with the original plan.

**Donna McLashin - Medford Rd. - Whiting:** Ms. McLashin commented that she was humiliated at the last meeting. She addressed her water meter issue again with Council and the Mayor.

## **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 Councilwoman Brush, seconded by Councilman Fusaro and approved by the following roll call vote: Councilmembers Brush, Fusaro and Wallis; 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