

**MANCHESTER TOWNSHIP  
MEETING MINUTES  
December 12, 2016**

The meeting of the Manchester Township Council was called to order at 6:00 p.m. by Council President James Vaccaro. 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**

This was followed by following roll call:

**ROLL CALL**

The following roll call was taken by the Municipal Clerk:

Councilman Charles Frattini	- present
Councilman Brendan Weiner	- present
Councilman Sam Fusaro	- present
Councilman Craig Wallis	- present
Councilman James Vaccaro	- present

The Municipal Clerk noted for the record that also present were Business Administrator Donna Markulic, Township Attorney Angela Koutsouris and Mayor Ken Palmer. Also present were Chief Lisa Parker, Captain Todd Malland and Zoning Officer Nicole Ashkar.

**APPROVAL OF MINUTES**

The regular meeting minutes of October 24, 2016 were offered upon a motion by Mr. Wallis seconded by Mr. Fusaro and adopted by the following roll call vote; Councilmen: Weiner, Fusaro, Wallis and Vaccaro; yea. Mr. Frattini abstained due to his absence from the meeting.

The regular meeting minutes of November 14, 2016 were offered upon a motion by Mr. Frattini seconded by Mr. Wallis and adopted by the following roll call vote; Councilmen: Frattini, Weiner, Fusaro, Wallis and Vaccaro; yea.

**PRESENTATIONS**

Mayor Palmer and Council President Vaccaro presented certificates of appreciation to Cub Scout Pack #44 for collecting 200 bags of food for their “Scouting for Food” drive.

**SUBMISSION OF BILLS**

**#16-418** -Authorizing payment of bills from the Current Fund in the amount of \$4,855,151.10 was offered by Mr. Fusaro, seconded by Mr. Wallis and approved by the following roll call vote; Councilmen: Frattini, Weiner, Fusaro, Wallis and Vaccaro; yea. Mr. Weiner abstained on check number 55193 due to perception of conflict.

**#16-419** - Authorizing payment of bills from the Eastern Service Area in the amount of \$160,102.53 was offered by Mr. Wallis, seconded by Mr. Fusaro and approved by the following roll call vote; Councilmen: Frattini, Weiner, Fusaro, Wallis and Vaccaro; yea.

**#16-420** - Authorizing payment of bills from the Western Service Area in the amount of \$122,415.64 was offered by Mr. Frattini, seconded by Mr. Fusaro and approved by the following roll call vote; Councilmen: Frattini, Weiner, Fusaro, Wallis and Vaccaro; yea.

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

**#16-036 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEWJERSEY AMENDING CHAPTER 245 OF THE CODE OF THE TOWNSHIP OF MANCHESTER**

Mr. Vaccaro asked if any Council members had comments on this ordinance.

Mr. Fusaro gave a brief recap of this ordinance and asked Zoning Officer Nicole Ashkar, to come up to the microphone to give more insight into this ordinance. Ms. Ashkar said the Master Plan should be re-evaluated every five years. The CDAC committee reviewed the zoning ordinance and all have agreed that Chapter 245 has to be overhauled. Some of the changes this ordinance will include are drive throughs on the eastern side of town. Routes 37 and 70 will have more permitted uses and allow for more rateables.

Seeing no comments from Council, Mr. Vaccaro opened this portion of the meeting to the public.

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

The above ordinance was offered upon a motion by Mr. Fusaro seconded by Mr. Wallis and **adopted** by the following roll call vote; Councilmen: Frattini, Weiner, Fusaro, Wallis and Vaccaro; 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. Vaccaro asked Council if they had any comments on any items on the Consent Agenda. Mr. Weiner suggested removing Resolutions #16-434 and #16-435 from the Consent Agenda. He advised that he would be abstaining on both of these resolutions because he works for Toms River Township and felt this would be a conflict of interest.

**#16-434 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING RESOLUTION #15-269 AUTHORIZING A CONTRACT FOR THE PURCHASE OF SPILLMAN TECHNOLOGIES COMPUTER AIDED DISPATCH SOFTWARE FROM SHI UNDER NEW JERSEY STATE CONTACT**

**#16-435 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF AN SHARED SERVICE AGREEMENT BETWEEN THE TOWNSHIP OF MANCHESTER AND THE TOWNSHIP OF TOMS RIVER FOR THE SPILLMAN PUBLIC SAFETY SYSTEM COMPUTER AIDED DISPATCH AND RECORDS MANAGEMENT SYSTEM**

The above resolutions were removed from the Consent Agenda upon a motion by Mr. Fusaro, seconded by Mr. Weiner and approved by the following roll call vote; Councilmen; Frattini, Weiner, Fusaro, Wallis and Vaccaro; yea.

The above resolutions were offered upon a motion by Mr. Wallis, seconded by Mr. Fusaro and approved by the following roll call vote; Councilmen: Frattini, Fusaro, Wallis and Vaccaro; yea. Mr. Weiner abstained due to a perception of conflict.

Seeing no further comments from Council, Mr. Vaccaro closed this portion of the meeting. Mr. Vaccaro asked if the public had any comments on any items on the Consent Agenda.

**Ed Lynch – Country Walk:** Mr. Lynch asked Council to clarify what a DDEF grant was. Lt. Dolan said it was the Drunk Driving Enforcement Fund Grant.

**Hank Glen – 29 Wycliffe Rd.:** Mr. Glen asked why the utility budget had unexpended funds. Mr. Fusaro explained that the utility budget is self-liquidating. It is not like the general fund where property taxes are applied. It is better to over budget and have money left over.

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

**Resolutions #16-421 through #16-447 minus #16-434 and #16-435 were considered routine by the Manchester Township Council and were enacted by one motion offered by Mr. Fusaro, seconded by Mr. Wallis and adopted by the following roll call vote; Councilmen: Frattini, Weiner, Fusaro, Wallis and Vaccaro; yea.**

### **A. FINANCE**

**#16-421 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, CANCELLING UNEXPENDED SEWER EAST CAPITAL IMPROVEMENT AUTHORIZATIONS**

**#16-422 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING THE REFUNDS REQUESTED BY THE TAX COLLECTOR**

**#16-423 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING CANCELLATION OF CERTAIN UNEXPENDED BALANCES OF CY 2016 UTILITY BUDGET APPROPRIATIONS**

**#16-424 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, APPROVING THE CORRECTIVE ACTION PLAN FOR CALENDAR YEAR AUDIT 2015**

**#16-425 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, PROVIDING FOR THE INSERTION OF SPECIAL ITEM OF REVENUE FOR A STATE OF NEW JERSEY DIVISION OF CRIMINAL JUSTICE COPS IN SHOPS**

**#16-426 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, PROVIDING FOR THE INSERTION OF SPECIAL ITEM OF REVENUE FOR A STATE OF NEW JERSEY OC966 GRANT**

**#16-427 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, PROVIDING FOR THE INSERTION OF SPECIAL ITEM OF REVENUE FOR A STATE OF NEW JERSEY OC966 GRANT**

**#16-428 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, PROVIDING FOR THE INSERTION OF SPECIAL ITEM OF REVENUE FOR A STATE OF NEW JERSEY DIVISION OF TRAFFIC SAFETY CLICK IT OR TICKET**

**#16-429 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, PROVIDING FOR THE INSERTION OF SPECIAL ITEM OF REVENUE FOR A DIVISION OF TRAFFIC HIGHWAY SAFETY GRANT THROUGH THE STATE OF NEW JERSEY**

**#16-430 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, PROVIDING FOR THE INSERTION OF SPECIAL ITEM OF REVENUE FOR A STATE OF NEW JERSEY DIVISION OF TRAFFIC SAFETY CHILD PASSENGER SAFETY**

**#16-431 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, PROVIDING FOR THE INSERTION OF SPECIAL ITEM OF REVENUE FOR A STATE OF NEW JERSEY DIVISION OF CRIMINAL JUSTICE COPS IN SHOPS**

**#16-432 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, PROVIDING FOR THE INSERTION OF SPECIAL ITEM OF REVENUE FOR A STATE OF NEW JERSEY DIVISION OF CRIMINAL JUSTICE BODY ARMOR REPLACEMENT FUND**

**A. CONTRACTS/AGREEMENTS**

**#16-433 RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, GRANTING THE DONATION OF A USED POLICE VEHICLE TO THE BRADLEY BEACH POLICE**

**#16-436 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, DESIGNATING REMINGTON, VERNICK, & VENA ENGINEERS AS THE PERMITTED DESIGN PROFESSIONAL FOR THE TOWNSHIP'S APPLICATIONS FOR NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE LOANS FOR EASTERN WATER UTILITY CAPITAL IMPROVEMENT PROJECTS**

**#16-437 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH THE COUNTY OF OCEAN FOR MUNICIPAL ALLIANCE FUNDS PURSUANT TO AND IN ACCORDANCE WITH THE DRUG ENFORCEMENT DEMAND REDUCTION ACT OF 1987**

**#16-438 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF JAMES GLUCK, ESQ. AS A HEARING OFFICER FOR A TOWNSHIP DISCIPLINARY MATTER**

**B. GRANTS**

**#16-439 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING APPLICATION FOR A SFY 2018 MUNICIPAL ALLIANCE GRANT**

**C. PURCHASING**

**#16-440 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING RESOLUTION #16-398 AWARDING A CONTRACT TO ELECTRICAL DESIGN & CONSTRUCTION CORP. FUNDED THROUGH CDBG GRANT**

**D. LEGISLATION**

**#16-441 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY SUPPORTING SENATE BILL S981 AND ASSEMBLY BILL A2375**

**E. MISCELLANEOUS**

**#16-442 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, REFUNDING A PERMIT FEE TO AIR EXPRESS, INC.**

**#16-443 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE DISPOSITION OR SALVAGE OF POLICE AUDIO AND RECORDING EQUIPMENT IN THE POSSESSION OF THE TOWNSHIP AT AUCTION ON GOVDEALS.COM**

**#16-444 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE DISPOSITION OR SALVAGE OF MISCELLANEOUS POLICE EQUIPMENT IN THE POSSESSION OF THE TOWNSHIP AT AUCTION ON GOVDEALS.COM**

**#16-445 - RESOLUTION AFFIRMING THE TOWNSHIP’S CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS**

**#16-446 - RESOLUTION AFFIRMING THE TOWNSHIP’S CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS**

**#16-447 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, DECLARING THE GYPSY MOTH TO BE A PUBLIC NUISANCE**

**REPORTS**

**Mr. Frattini:** Mr. Frattini wished everyone Happy Holidays.

**Mr. Weiner:** Mr. Weiner wished everyone Happy Holidays and Happy New Year.

**Mr. Wallis:** Mr. Wallis attended Christmas with Santa held by the PBA and the Township tree lighting. Recreation Director Tracey Lynch did a nice job and the Manchester Middle School Chorus performed.

**Mr. Fusaro:** Mr. Fusaro met with the Gabel Associates to put a rough schedule into place. They also discussed the language that the Township wanted included in the contract to protect residents.

**Mr. Vaccaro:** Mr. Vaccaro attended the Police promotion ceremony and the Whiting First Aid Squad dinner. He wished everyone Happy Holidays.

**Ms. Markulic:** Ms. Markulic thanked everyone for donating to the Township coat drive.

**Ms. Koutsouris:** Ms. Koutsouris wished everyone Happy Holidays.

**Ms. Skibo:** Ms. Skibo thanked everyone who donated toys for the holidays to Regional Day School.

**Mayor Palmer:** Mayor Palmer gave an update on the recent burglaries in Leisure Knoll. Two suspects were arrested in connection with the crimes. He also went to help wrap gifts for Kevin’s Kid’s at the Ridgeway gym. It is a nice organization and has been helping needy families for over 35 years.

**PUBLIC:**

**Larry Lee – Country Walk:** Mr. Lee advised that the Fire Marshall recommended that everyone at Country Walk have active shooter plan. He was hoping the Township could give some guidance in that area.

**ADJOURNMENT**

There being no further comments or business to come before Council at this time, the meeting was adjourned at 6:55 p.m. on a motion by Mr. Fusaro, seconded by Mr. Weiner and approved by the following roll call vote; Councilmen: Frattini, Weiner, Fusaro, Wallis and Vaccaro; yea.

\_\_\_\_\_  
James A. Vaccaro, Sr.  
Council President

\_\_\_\_\_  
Sabina T. Skibo, RMC  
Township Clerk

\_\_\_\_\_  
Date Approved