

**MANCHESTER TOWNSHIP  
MEETING MINUTES  
March 12, 2018**

The meeting of the Manchester Township Council was called to order at 6:00 p.m. by Council President 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	- 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, Mayor Kenneth Palmer, Lt. Komsa and Nicole Ashkar, Zoning Officer.

**SUBMISSION OF BILLS**

**#18-116** Authorizing payment of bills from the Current Fund in the amount of \$4,890,398.94 was offered by Mr. Vaccaro, seconded by Mr. Fusaro and approved by the following roll call vote: Councilmembers, Vaccaro, Brush, Fusaro and Wallis; yea.

**#18-117** - Authorizing payment of bills from the Eastern Service Area in the amount of \$106,966.97 was offered by Mr. Fusaro seconded by Mr. Vaccaro and approved by the following roll call vote: Councilmembers Vaccaro, Brush, Fusaro and Wallis; yea.

**#18-118** - Authorizing payment of bills from the Western Service Area in the amount of \$75,590.75 was offered by Mrs. Brush seconded by Mr. Vaccaro and approved by the following roll call vote: Councilmembers Vaccaro, Brush, Fusaro and Wallis; yea.

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

**#18-006 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, NEW JERSEY, AMENDING AND SUPPLEMENTING ARTICLE IV ENTITLED “ZONING” WITHIN CHAPTER 245 ENTITLED “LAND USE DEVELOPMENT” BY ADDING NEW SECTION 245-33.1 ENTITLED “PLACEMENT OF SMALL CELL EQUIPMENT AND WIRELESS POLES IN THE MUNICIPAL RIGHT-OF-WAY”**

Ms. Skibo advised that she spoke to the Planning Board and they did not have adequate time to review the ordinance so they are not making a recommendation at this time. Her suggestion is to table the ordinance at this time.

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

**#18-007 - AN ORDINANCE TO AMEND CHAPTER 372 ENTITLED “STREETS AND SIDEWALKS” TO ADD A NEW ARTICLE V ENTITLED “DAMAGE DUE TO SNOW REMOVAL” AND ARTICLE VI “REMOVAL OF SNOW AND ICE”**

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 Mr. Vaccaro, seconded by Mrs. Brush and adopted by the following roll call vote: Councilmembers Vaccaro, Brush, Fusaro and Wallis; yea.

**ORDINANCES – First Reading and Introduction**

**#18-008 - ORDINANCE OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING CHAPTER 313 OF THE TOWNSHIP CODE ENTITLED “PROPERTY MAINTENANCE” AND SPECIFICALLY SECTION 313-25 ENTITLED “REGISTRATION OF VACANT AND ABANDONED PROPERTIES”**

The above ordinance was offered upon a motion by Mr. Vaccaro seconded by Mr. Fusaro and approved by the following roll call vote: Councilmembers 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.**

**#18-125 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A LICENSE AGREEMENT WITH MANCHESTER TOWNSHIP SOCCER ASSOCIATION INC. FOR USE OF THE SOCCER COMPLEX FOR VARIOUS RECREATIONAL ACTIVITIES**

Ms. Skibo explained that the soccer association was in the process of changing their name and she suggested tabling the resolution until the name change was officially finalized. A motion to remove Resolution #18-125 from the Consent Agenda was offered upon a motion by Mr. Fusaro seconded by Mrs. Brush and approved upon the following roll call vote: Councilmembers Vaccaro, Brush, Fusaro and Wallis; yea.

A motion to table Resolution #18-125 was offered upon a motion by Mr. Vaccaro seconded by Mrs. Brush and approved by the following roll call vote: Councilmembers Vaccaro, Brush, Fusaro and Wallis; yea.

Mr. Wallis asked if any member of Council had any comments on any item on the consent agenda. Mr. Fusaro commented on Resolution #18-132 which is the poured in place surface for the Summit Park Playground. It is the safest material for playgrounds. He said it was nice to see Manchester purchase this material. Long term, this is cheaper because it lasts longer and is easier to repair. Seeing no further comments from Council, Mr. 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 #18-119 through #18-136 minus Resolution #18-125 were considered routine by the Manchester Township Council and were enacted by one motion offered by Mr. Vaccaro seconded by Mr. Fusaro and adopted by the following roll call vote: Councilmembers Vaccaro, Brush, Fusaro and Wallis; yea.**

**A. FINANCE**

**#18-119 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE REFUNDS REQUESTED BY THE TAX COLLECTOR**

**#18-120 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS FOR THE CURRENT FUND CALENDAR YEAR 2018**

**#18-121 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS FOR THE WATER EAST FUND CALENDAR YEAR 2018**

**#18-122 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING EMERGENCY APPROPRIATIONS FOR THE SEWER EAST FUND CALENDAR YEAR 2018**

**#18-123 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS FOR THE WATER WEST FUND CALENDAR YEAR 2018**

**#18-124 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS FOR THE SEWER WEST FUND CALENDAR YEAR 2018**

**B. CONTRACTS/AGREEMENTS**

**#18-126 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A SERVICE AGREEMENT WITH PREVENTION SPECIALISTS INCORPORATED FOR DRUG AND ALCOHOL TESTING**

**C. GRANTS**

**#18-127 – 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 2018 FOR CHILD PASSENGER RESTRAINT PROGRAM**

**#18-128 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, SUPPORTING THE 2018 DISTRACTED DRIVING CRACKDOWN U DRIVE U TEXT U PAY AND ACCEPTING THE ENFORCEMENT GRANT FROM THE NHTSA**

**D. RECREATION**

**#18-129 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE MAYOR TO SIGN A GENERAL TERMS AND CONDITIONS SPONSORSHIP CONTRACT WITH THE BEASLEY MEDIA GROUP, INC. OWNER AND OPERATOR OF RADIO STATION WJRZ-FM**

**#18-130 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A CONTRACT WITH LAGUARDIA AND ASSOCIATES**

**E. PURCHASING**

**#18-131 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE DIVISION OF PURCHASING TO ADVERTISE FOR AND RECEIVE BIDS FOR FENCE MATERIALS**

**#18-132 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE PURCHASE OF POURED IN PLACE SAFETY SURFACE FOR THE SUMMIT PARK PLAYGROUND**

**F. BONDS/ESCROWS**

**#18-133 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, RELEASING AN ESCROW POSTED BY COLONY PROPERTIES, LLC IN CONNECTION WITH BLOCK 98 LOTS 1.01 (61 LACEY RD.)**

**#18-134 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, RELEASING A PERFORMANCE BOND POSTED BY EARLE ASPHALT IN CONNECTION WITH A PROJECT KNOWN AS BROADWAY BLVD. IMPROVEMENTS PHASE 2**

**G. MISCELLANEOUS**

**#18-135 – RESOLUTION AFFIRMING THE TOWNSHIP’S CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTEERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS**

**#18-136 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING A REFUND OF A TOWING APPLICATION FEE**

**REPORTS**

**Mr. Vaccaro:** Mr. Vaccaro announced various meetings he attended throughout the Township which included the Planning Board meeting and an evening seminar on wildfires.

**Mr. Fusaro:** Mr. Fusaro thanked Ms. Skibo and Ms. Markulic for adding more information in the agenda packets. Adding more information helps Council in preparing for the meeting. Mr. Fusaro also asked if the format of the ordinances can have both the added and deleted items in the body to make it easier to see what is being changed.

**Mrs. Brush:** None

**Mr. Wallis:** Mr. Wallis agreed with Mr. Fusaro and said Ms. Markulic and Ms. Skibo were doing a great job answering questions and providing information to Council when asked.

**Ms. Markulic:** None

**Ms. Zografos:** None

**Ms. Skibo:** None

**Lt. Komsa:** None

**PUBLIC**

**Ed Lynch – 5 Bridle Way:** Mr. Lynch inquired about the status of an email he sent to Council on February 28, 2018 about a perspective member of the First Aid squad being denied membership because he did not have a New Jersey Driver’s License. Mr. Lynch explained that this individual would be closing on his home and obtaining a New Jersey Driver’s License very shortly. Ms. Markulic said that the applicant will be considered

for membership as soon as residency is established. The Chief of Police cannot assume when the applicant will become a resident. Mr. Lynch said he would relay the information.

**Larry Lee – Country Walk**: Mr. Lee thanked Ms. Markulic and Mr. Abline for their help with getting the issue with the locked gate at the Country Walk secondary access road resolved.

**EXECUTIVE SESSION**

**#18-137 – 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 – (Anticipated Litigation and contract negotiations)**

The above Resolution was offered at 6:40 p.m. upon a motion by Mr. Vaccaro seconded by Mrs. Brush and approved by the following roll call vote: Councilmembers Vaccaro, Brush, Fusaro and Wallis; yea.

A motion to adjourn executive session at 7:40 p.m. was offered upon a motion by Mr. Fusaro seconded by Mr. Vaccaro and approved by the following roll call vote: Councilmembers Vaccaro, Brush, Fusaro and Wallis; yea.

A motion to reconvene regular session at 7:41 p.m. was offered upon a motion by Mrs. Brush seconded by Mr. Vaccaro and approved by the following roll call vote: Councilmembers 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 7:42 p.m. upon a motion by Mr. Fusaro seconded by Mr. Vaccaro and approved by the following roll call vote: Councilmembers Vaccaro, 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