

**MANCHESTER TOWNSHIP  
MEETING MINUTES  
August 24, 2020**

The meeting of the Manchester Township Council was called to order at 6:00 p.m. by Councilman Sam Fusaro. The following statement was read by Sabina T. Martin, 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 Robert A. Hudak	- present
Councilman James Vaccaro	- present
Councilwoman Joan Brush	- absent
Councilman Craig Wallis	- present
Councilman Sam Fusaro	- present

The Municipal Clerk noted for the record that also present were Business Administrator Donna Markulic, Asst. BA James Gant, Mayor Palmer, Township Attorney Martin Buckley, Township Auditor Andrew Zabiega, CFO Diane Lapp, Township Engineer Bob Mullin, Chief of Police Lisa Parker, Traffic Safety Officer Ian Bole, Lt. Komsa, Deputy Municipal Clerk Teri Giercyk, and Josh Schnoor as Moderator.

**PROCLAMATION**

9/11 Patriot Day Proclamation read over by Municipal Clerk Sabina Martin.

**PRESENTATION**

Mayor Palmer presented the 2020 Budget. New to this year’s budget are EMS salaries, COVID related expenses, and accumulated leave reserve. Most of the budget remains the same as last year. 2019 year end surplus was \$6.9 million, and \$4 million dollars of the surplus is being used towards this year’s budget. Major expenses are professionals, debt service, social security, PERS, PFRS, LOSAP, and capital improvement account. Utilities budgets are basically the same. Upcoming plans include a new water tower, pavement plan, park improvement program for Bowker and Holly Oaks, COVID, solar farm-recycling center, smart growth, and EMS/Fire. Tax breakdown was 56% school, 20% county, and 24% municipal.

Mayor Palmer asked if the Council and public had any questions.

No questions/comments from the public and council.

Mr. Fusaro thanked Diane Lapp and Andy Zabiega for their hard work on the budget.

Diane stated that she wishes to start the 2021 budget in September since all contracts are settled. She thanked Andy for his help with the budget.

Andy Zabiega stated that there are two caps in the budget; levy cap \$3 million under, appropriation cap \$1.7 million under. The Township is well under the two caps. Township anticipating less revenue for this year’s budget, which contributed to the amount to be raised by taxation.

**BUDGET ADOPTION**

**#20-313 RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING READING THE CY2020 MUNICIPAL BUDGET BY TITLE**

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

**#20-321 RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, COMPUTING 2020 RESERVE FOR UNCOLLECTED TAXES PURSUANT TO N.J.S. 40A:4-41c(2)**

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

**#20-322 RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY TO AMEND THE CALENDAR YEAR 2020 BUDGET**

Councilman Fusaro asked if any member of Council had any comments on this resolution. Seeing no comments from Council, Councilman Fusaro asked if there were any comments from the public.

Seeing no comments from the public, Councilman Fusaro closed this portion of the meeting.

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

**#20-314 ADOPTING THE CY2020 BUDGET**

Councilman Fusaro asked if any member of Council had any comments on this resolution. Seeing no comments from Council, Councilman Fusaro asked if there were any comments from the public.

Seeing no comments from the public, Councilman Fusaro closed this portion of the meeting.

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

**DISCUSSION ITEMS**

**Traffic Light at Commonwealth Blvd. and Northampton Blvd.** – Officer Ian Bole spoke about the intersection. Complaints they received were about accidents, traffic violations, and traffic backing up. County stated that the traffic volume is too low for a traffic light. County suggested a four way stop sign with blinking red lights.

He discussed the pros and cons and he believes it will be more problematic to have a four way stop sign. Most of the accidents are due to driver being inattentive. Average is one crash per month. In his opinion the intersection should be cleared out of overgrown brush. Four way stop signs cause confusion and drivers will try to avoid them by going down residential streets. Suggestion is to trim back foliage to improve the sight view for drivers at the intersection, and deploy message boards. Speed humps are not permitted in 40 mph zone (30 mph zone or less) and traffic volume is too large for that area.

Mr. Wallis thanked Officer Bole for the additional information and he agreed with his suggestion.

Mr. Hudak inquired about how large is the right of way is.

Officer Bole said the County stated there is no dedicated right of way on file, but they can perform a survey. Would like to meet with DPW and property owners to clear out the area of foliage.

Mr. Fusaro asked if the rumble strips could be enlarged.

Mr. Vaccaro suggested that the Township Attorney compose a letter to the County with our intentions and to deploy the message boards.

Officer Bole will inquire with the County.

James Gant stated that the County will be restriping the rumble strips after the plowing season.

Councilman Fusaro asked if there were any comments from the public.

Seeing no comments from the public, Councilman Fusaro closed this portion of the meeting.

**APPROVAL OF MINUTES**

The regular meeting minutes of July 27, 2020 and August 10, 2020 was offered upon a motion by Councilman Hudak, seconded by Councilman Vaccaro and approved by the following roll call vote: Councilmembers Hudak, Vaccaro, Wallis, and Fusaro; yea. Mrs. Brush, absent.

**SUBMISSION OF BILLS**

**#20-323-** Authorizing payment of bills from the Current Fund in the amount of \$915,856.96 was offered by Councilman Hudak, seconded by Councilman Vaccaro and approved by the following roll call vote: Councilmembers Hudak, Vaccaro, Wallis, and Fusaro; yea. Mrs. Brush, absent.

**#20-324-** Authorizing payment of bills from the Eastern Service Area in the amount of \$741,719.41 was offered by Councilman Vaccaro, seconded by Councilman Hudak and approved by the following roll call vote: Councilmembers Hudak, Vaccaro, Wallis, and Fusaro; yea. Mrs. Brush, absent.

**#20-325 -** Authorizing payment of bills from the Western Service Area in the amount of \$411,032.72 was offered by Councilman Vaccaro, seconded by Councilman Hudak and approved by the following roll call vote: Councilmembers Hudak, Vaccaro, Wallis, and Fusaro; yea. Mrs. Brush, absent.

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

**#20-027 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING 15 YEAR TAX EXEMPTION FOR A SELF-STORAGE FACILITY PROJECT TO BE CONSTRUCTED BY WHITING STORAGE URBAN RENEWAL, LLC, AN URBAN RENEWAL ENTITY, PURSUANT TO THE LONG TERM TAX EXEMPTION LAW – TABLED to 9/14/2020 Meeting**

A motion was made by Councilman Vaccaro, seconded by Councilman Hudak to TABLE this ordinance to the September 14, 2020 meeting, approved by the following roll call vote: Councilmembers Hudak, Vaccaro, Wallis, and Fusaro; yea. Mrs. Brush, absent.

**ORDINANCES –First Reading and Introduction**

**#20-025 - BOND ORDINANCE PROVIDING FOR THE ACQUISITION OF REAL PROPERTY FOR OPEN SPACE, APPROPRIATING \$2,600,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$2,470,000 BONDS AND NOTES TO FINANCE A PORTION OF THE COSTS THEREOF, AUTHORIZED IN AND BY THE TOWNSHIP OF MANCHESTER, IN THE COUNTY OF OCEAN, NEW JERSEY**

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

**#20-028 - AN ORDINANCE OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, ADOPTING A REDEVELOPMENT PLAN FOR BLOCK 38, LOT 4 (2132 ROUTE 37), A NON-CONDEMNATION REDEVELOPMENT AREA**

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

**#20-029 – AN ORDINANCE OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING ARTICLE II OPENINGS AND EXCAVATIONS, SCHEDULE OF WATER AND SEWER RATES FOR EASTERN SERVICE AREA AND WESTERN SERVICE AREA**

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

**#20-030 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING A PURCHASE OF VACANT LAND KNOWN AND DESIGNATED AS BLOCK 67.01, LOT 1.01, A/K/A HIGHWAY 547, MANCHESTER TOWNSHIP, NEW JERSEY PURSUANT TO THE PROVISIONS OF N.J.S.A. 40A:12-13**

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

**#20-031 - AN ORDINANCE OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, ADOPTING A REDEVELOPMENT PLAN FOR BLOCK 102, LOT 2 (2121 LAKE ROAD), A NON-CONDEMNATION REDEVELOPMENT AREA**

The above ordinance was offered upon a motion by Councilman Vaccaro, seconded by Councilman Hudak and approved by the following roll call vote: Councilmembers Hudak, Vaccaro, Brush, and Wallis; yea. Mrs. Brush, absent. Mr. Fusaro, abstained.

**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.**

Councilman Fusaro asked if any member of Council had any comments on these Resolutions.

Seeing no comments from Council, Councilman Fusaro asked if there were any comments from the public.

Seeing no comments from the public, Councilman Fusaro closed this portion of the meeting.

**Resolutions #20-326 through #20-334, were considered routine by the Manchester Township Council and were enacted by one motion offered by Councilman Vaccaro, seconded by Councilman Hudak and adopted by the following roll call vote: Councilmembers Hudak, Vaccaro, Wallis, and Fusaro; yea. Mrs. Brush, absent.**

**A. FINANCE**

- #20-326 RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, ACCEPTING THE CERTIFICATION OF THE DIRECTOR OF PUBLIC WORKS CONCERNING COSTS INCURRED IN THE CLEAN UP OF THE PROPERTY LOCATED AT 1809 COMMONWEALTH BOULEVARD (BLOCK 1.232 LOT 39), AND AUTHORIZING THE PLACEMENT OF A LIEN AGAINST SAID PROPERTY FOR SAID COSTS**
- #20-327 RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING THE REFUNDS REQUESTED BY THE TAX COLLECTOR**
- #20-328 RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE MAYOR TO EXECUTE REIMBURSEMENT AGREEMENTS WITH QUALIFIED PRIVATE COMMUNITIES**
- #20-329 RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE MAYOR TO EXECUTE REIMBURSEMENT AGREEMENT WITH THE RESERVE AT LAKE RIDGE**
- #20-330 RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING AFFORDABILITY ASSISTANCE GRANT WITH THE OWNERS OF AN AFFORDABLE HOUSING UNIT LOCATED AT BIRCHWOOD AT WHITING**

**B. PURCHASING**

- #20-331 RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE AWARD OF A REQUIRED DISCLOSURE CONTRACT WITH McBRIDE GLASS LLC FOR PHYSICAL ALTERATIONS AT THE MUNICIPAL BUILDING**

### C. BONDS/ESCROWS

**#20-332 RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING A RELEASE OF THE PERFORMANCE BOND AND ACCEPTING THE MAINTENANCE BOND IN CONJUNCTION WITH THE HERITAGE WATER MAIN EXTENSION PROJECT, MANCHESTER TOWNSHIP, NEW JERSEY**

### D. CONTRACTS/AGREEMENTS

**#20-333 RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, APPROVING AND AUTHORIZING EXECUTION OF PERMANENT EASEMENT AND RIGHT-OF-WAY AGREEMENT AFFECTING BLOCK 30, LOT 1.03, (3085 RIDGEWAY ROAD) MANCHESTER TOWNSHIP, NEW JERSEY**

**#20-334 RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE TOWNSHIP OF MANCHESTER AND THE MANCHESTER TOWNSHIP BOARD OF EDUCATION FOR THE UTILIZATION OF CLASS III SPECIAL LAW ENFORCEMENT OFFICERS**

### **REPORTS:**

**Mr. Hudak:** Mr. Hudak thanked Diane Lapp, Mayor Palmer, and the Auditor for their hard work on budget. He attended the Luau, which was a great event. Attended a Boy Scout event; the Scouts were working on a badge project. He stated he is glad the Township is purchasing those properties for open space and it is something he believes in.

**Mr. Vaccaro:** Mr. Vaccaro also attended the Luau and he thanked Public Works, Recreation department, and the Police for doing a great job. Attended the most recent bi-weekly meeting. Thanked Diane Lapp, Mayor Palmer, and Andy Zabiega for their work on the budget. He reminded the public to wear their PPE, wash hands, and continue practicing social distancing. He wished every to be well and stay safe.

**Mr. Wallis:** Mr. Wallis attended the luau and he stated that the Recreation and Public Works have done a great job creating an atmosphere where the residents can enjoy themselves outside. He appreciates that the Mayor and public know how to participate in these events safely.

**Mr. Fusaro:** Mr. Fusaro stated that the Township has hired a grant company to research grants for the Township. Two more concerts left for the year and they are on the next two Wednesdays. Attended the Ocean County hazardous waste pick up in Whiting, the event went very smoothly. He stated that this is the last year paint will be accepted.

**Mayor Palmer:** Mayor Palmer stated that the fireworks have been canceled this week due to COVID restrictions, but the concerts will go on as planned.

**Mrs. Markulic:** Stated that the surrounding towns have been cancelling their events so the public are coming to the Manchester events.

**Mrs. Martin:** Mrs. Martin reminded the residents to participate in the 2020 census. 2020census.gov is the website and a phone number is available which she will be putting information up on the website.

**Chief Parker:** Commented that the Police Department is still working on issues at the Heritage Minerals site

**Mr. Gant:** Stated that Resolution #20-331 was in response to COVID and making the employees feel safe and still provide services to the residents.

### **PUBLIC:**

**Hank Glen 29 Wycliffe:** Mr. Glen inquired about the approved bill to pay for the fireworks and 15-year PILOT program for Koke's site in Whiting. He thinks the grant program is a good idea. He also commented on the newly approved medical marijuana facility approved in Lacey Township and said the Township should inquire about one for Manchester.

Mayor Palmer stated that the contract for the fireworks was paid out and it will be held in reserve for next year.

Mr. Fusaro commented that medical marijuana facilities are limited by the State via lottery.

Mr. Wallis commented that the PILOT program will include larger increments each year.

**Larry Lee, Country Walk:** Mr. Lee stated that he supports education, and asked about the plan for the school for Manchester.

Mayor stated that they are having a hybrid schedule and explained the schedule. Parents can also choose virtual learning only also. Teachers will be doing both, teaching in person, and remotely.

**No further public comment.**

**ADJOURNMENT**

There being no further comments or business to come before Council at this time, the meeting was adjourned at 7:25 p.m. upon a motion by Councilman Vaccaro seconded by Councilman Hudak and approved by the following roll call vote: Councilmembers Vaccaro, Hudak, Wallis, and Fusaro; yea. Mrs. Brush, absent.

---

Sam Fusaro  
Council President

---

Sabina T. Martin, RMC  
Municipal Clerk

---

9/14/2020  
Date Approved