

**MANCHESTER TOWNSHIP  
MEETING MINUTES  
October 25, 2021**

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 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:

Councilwoman Michele Zolezi	- present
Councilman James Vaccaro	- present
Councilman Sam Fusaro	- present
Councilwoman Joan Brush	- present
Councilman Craig Wallis	- present

The Municipal Clerk noted for the record that also present were Township Attorney Kelsey McGuckin-Anthony, Business Administrator Brandon Umba, Mayor Robert Hudak, Chief Robert Dolan and members of command staff, K9 Storm and Officer Mark Micciulla, OEM Coordinator Art Abline, Director of Emergency Services Bobby Baran, CFO Diane Lapp, Auditors Joseph Faccione and Andy Zabiega, and Deputy Municipal Clerk Teri Giercyk.

**PROCLAMATIONS**

Arthur Abline Proclamation read over by Mayor Robert Hudak. Emergency Manager of the Year 2020 award presented to Arthur Abline by Phillis Worrell from NJEPA.

Councilman Wallis spoke about Artie’s work history and his tremendous positive impact for Manchester Township. Diane Lapp spoke about Artie and his work for Manchester Township. Chief Dolan spoke about how Artie helped him early in his career.

K9 Storm Retirement Proclamation read over by Mayor Robert Hudak.

Councilman Wallis thanked Storm and Mark for their service. Chief Dolan commented on Storm and Mark’s service to Manchester Township.

**APPROVAL OF MINUTES**

The regular meeting minutes of October 12, 2021 was offered upon a motion by Councilman Vaccaro, seconded by Councilman Fusaro and approved by the following roll call vote: Councilmembers Zolezi, Vaccaro, Fusaro, Brush, and Wallis; yea.

**SUBMISSION OF BILLS**

**#21-406** – Authorizing payment of bills from the Current Fund in the amount of \$7,883,389.29 was offered by Councilman Vaccaro, seconded by Councilwoman Brush and approved by the following roll call vote: Councilmembers Zolezi, Vaccaro, Fusaro, Brush, and Wallis; yea. Councilwoman Zolezi abstained from check #67419 but otherwise yes.

**#21-407** – Authorizing payment of bills from the Eastern Service Area in the amount of \$291,359.79 was offered by Councilman Fusaro, seconded by Councilman Vaccaro and approved by the following roll call vote: Councilmembers Zolezi, Vaccaro, Fusaro, Brush, and Wallis; yea.

**#21-408** – Authorizing payment of bills from the Western Service Area in the amount of \$148,762.18 was offered by Councilman Vaccaro, seconded by Councilman Fusaro and approved by the following roll call vote: Councilmembers Zolezi, Vaccaro, Fusaro, Brush, and Wallis; yea. Councilwoman Zolezi abstained from check #22669 but otherwise yes.

**AUDIT**

**#21-409 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, CERTIFYING AS TO RECEIPT AND REVIEW OF THE CY 2020 AUDIT OF THE TOWNSHIP OF MANCHESTER**

Auditor Andy Zabiega went over various items of the audit and commented that the audit had no recommendations. He stated that there was a 98.43% tax collection rate and all utilities funds were self-liquidating. He thanked Diane Lapp and all department heads for their diligence and hard work.

Seeing no comments from Council, Councilman Wallis asked if there were any comments from the public. No public comment.

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

**BEST PRACTICES CHECKLIST**

Business Administrator Brandon Umba briefly went over this year's best practice survey results. The Township is eligible for our full state funding next year.

**ORDINANCES –First Reading and Introduction**

**#21-40 - AN ORDINANCE BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF MANCHESTER IN THE COUNTY OF OCEAN, STATE OF NEW JERSEY AMENDING ORDINANCE # 21-21**

The above ordinance was offered upon a motion by Councilwoman Vaccaro, seconded by Councilwoman Brush and approved by the following roll call vote: Councilmembers Hudak, Vaccaro, 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.**

Councilman 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 #21-410 through #21-418 were considered routine by the Manchester Township Council and were enacted by one motion offered by Councilman Vaccaro seconded by Councilman Fusaro and adopted by the following roll call vote: Councilmembers Zolezi, Vaccaro, Fusaro, Brush, and Wallis; yea.**

**A. FINANCE**

**#21-410 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING THE TRANSFER OF TAX SALE PREMIUMS OVER FIVE YEARS OLD FROM THE TAX COLLECTOR REDEMPTION ACCOUNT TO THE GENERAL FUND AS REQUESTED BY THE TAX COLLECTOR**

**#21-411 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING TO MOVE UNRETURNED VOUCHER REQUESTS TO THE GENERAL FUND**

**#21-412 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 38.43, LOT 608.03 FOR A TOTALLY DISABLED VETERAN**

**#21-413 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 52.36, LOT 3 FOR A TOTALLY DISABLED VETERAN**

**#21-414 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, CANCELLING UNEXPENDED GENERAL CAPITAL IMPROVEMENT AUTHORIZATIONS**

**B. PURCHASING**

**#21-415 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING POLICE VEHICLE EMERGENCY ACCESSORIES CONTRACT PURSUANT TO NEW JERSEY STATE CONTRACT – DIVISION OF PURCHASE AND PROPERTY NUMBER T0106**

**C. MISCELLANEOUS**

**#21-416 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE DISPOSITION OR SALVAGE OF VEHICLES AND EQUIPMENT IN THE POSSESSION OF THE TOWNSHIP AT AUCTION ON GOVDEALS.COM #21-403 -**

**#21-417 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE DISPOSITION OR SALVAGE OF A FORFEITED/SEIZED VEHICLE(S) IN THE POSSESSION OF THE TOWNSHIP AT AUCTION ON GOVDEALS.COM**

**#21-418 - 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**

**REPORTS:**

**Ms. Zolezi:** Ms. Zolezi congratulated Artie on his award, thanked him for his outstanding service to Manchester, and told him that he will be missed when he retires in January. Congrats to K9 Storm on his retirement. She attended the Coffee with the Cops event on October 23 at Terry's café. She stated it was a great event and thanked Police Department for their work with the public. Ms. Zolezi stated that there is a new store named Bookmarked in Whiting, and she encouraged everyone to support that and other local businesses. She stated that the recreation department is putting on some great events and Truck or Treat at the High School will be on October 30 7-9 p.m. Lastly, Ms. Zolezi stated that Pine Lake is being lowered which is done annually.

**Mr. Vaccaro:** Mr. Vaccaro attended various meeting including Coffee with Cops at Terry's Café, Marianne Borthwick's retirement ceremony, Coordinating Council meeting at Crestwood Village V, and Master Plan committee. He review the bills for this meeting. Mr. Vaccaro stated that COVID has increased nationwide and cases are increasing in New Jersey and Ocean County, he reminded the public to wear their PPE, wash hands, and continue practicing social distancing. He stated that progress has been made the with 10-year master plan to include wind, geothermal, solar energy, and high speed charging stations for the Township. Thanked everyone for the time to speak.

**Mr. Fusaro:** Mr. Fusaro told Artie that everyone will miss him in town, and he hopes that he enjoys retirement. He attended Marianne's retirement event and stated that she will also be missed.

**Mrs. Brush:** Mrs. Brush stated Marianne was head of the Municipal Alliance for 10 years, and wished her the best of luck in retirement. She thanked Diane and her staff for their work on the Audit. Mrs. Brush stated that the Veterans ceremony will be held on November 11<sup>th</sup>.

**Mr. Wallis:** Mr. Wallis stated that many employees are retiring that have been around this Township for many years. He thanked Artie for everything he has done for the Township.

**Brandon Umba:** Mr. Umba asked if Council could please provide any revisions, updates, and comments on the proposed Chapter 245 ordinance so, it can be introduced at first meeting in November.

**Kelsey McGuckin-Anthony:** No report.

**Sabina Martin:** Mrs. Martin state that Artie has been an asset to this community and every employee in Manchester Township. She stated she has been friends with Marianne for 36 years, and they are two extraordinary people that this town will miss.

**Chief Dolan:** Chief Dolan stated that they are planning to hold another Coffee with Cop event in November on West side of town.

**Artie Abline:** Artie stated that he has been with the Township for 44 years and three months. He thanked all Mayors and Council members he is currently working with and has worked with over his career. Artie stated he will miss his work family and friends, and thanked everyone for their help in getting him where he is today.

**Mayor Hudak:** Mayor Hudak thanked Artie for his work and dedication to the Township. He stated that Marianne has done a lot for this community over the past 30 years and wished her a happy retirement. Mayor Hudak commented on the resolution canceling unexpended general capital improvement unfunded resolution which will add \$1.4 million into the surplus. He thanked Diane, her staff, and the auditors for their work on the audit.

### **PUBLIC**

**Donna McGlashan 25D Medford Road Whiting:** Mrs. McGlashan commented on the \$250 tax deduction and what documentation she is require to provide to receive that deduction. She commented that she has a neighbor who is Veteran and they should be receiving a deduction as well.

Brandon Umba stated that the Township needs to view documentation under the requirement of the law. Need documentation that shows it is a worker's compensation payment, such as settlement documents.

Councilman Wallis stated that Veterans need to show proof to be eligible for the deduction. Please get the official paperwork and Brandon will help her.

**Judy Noonan 25A Stoneybrook:** Mrs. Noonan stated she attended a class that Artie taught, and it was a great class. She inquired about where she can get a copy of the landlord registration list, and asked if the ages are verified.

Sabina Martin stated that the association gives the approval and then the Township issues CCO.

Mrs. Noonan spoke about some homes in the senior communities that the landlord is trying to change to affordable housing.

Mayor Hudak commented that the landlord could not just make something affordable or low income; there is a process that needs to be done which involves a required 30-year deed restriction required, and court approval. He also stated that this is usually done for new developments.

Mrs. Noonan stated that it appears the person wants to create more affordable housing than already approved for.

Mayor Hudak stated for the record that the Township has not been presented with anything official about this hypothetical situation.

**Larry Lee County Walk:** Mr. Lee stated that there are three bills coming up in Trenton S2261, A4265, s2861, and asked for permission that Kelsey look into it. Commented on his history with Art Abline and he stated that he will miss him.

No further public comment.

### **EXECUTIVE SESSION**

**#21-419 - 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**

A motion to enter into Executive Session at 7:28 p.m. was made by Councilman Fusaro, seconded by Councilwoman Brush and approved by the following roll call vote: Councilmembers Zolezi, Vaccaro, Fusaro, Brush, and Wallis; yea.

The Executive Session was adjourned at 7:36 p.m. upon a motion by Councilwoman Brush, seconded by Councilman Fusaro and approved by the following roll call vote: Councilmembers Zolezi, Vaccaro, Fusaro, Brush, and Wallis; yea.

A motion to reconvene into Regular Session at 7:37 p.m. was made by Councilman Fusaro, seconded by Councilman Wallis and approved by the following roll call vote: Councilmembers Zolezi, Vaccaro, Fusaro, Brush, and Wallis; yea.

**ADJOURNMENT**

There being no further comments or business to come before Council at this time, the meeting was adjourned at 7:38 p.m. upon a motion by Councilman Wallis seconded by Councilwoman Brush and approved by the following Roll call vote: Councilmembers Zolezi, Vaccaro, Fusaro, Brush, and Wallis; yea.

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Craig Wallis  
Council President

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Sabina T. Martin, RMC  
Municipal Clerk

11/8/2021  
Date Approved