

**MANCHESTER TOWNSHIP  
MEETING MINUTES  
March 14, 2022**

The meeting of the Manchester Township Council was called to order at 5:00 p.m. by Councilwoman Joan Brush. 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 James Vaccaro	- present
Councilwoman Michele Zolezi	- present
Councilman Sam Fusaro	- present
Councilman Craig Wallis	- present
Councilwoman Joan Brush	- present

The Municipal Clerk noted for the record that also present were Township Attorney Gregory McGuckin, Business Administrator Brandon Umba, Mayor Robert Hudak, Chief Dolan, and Deputy Municipal Clerk Teri Giercyk.

**EXECUTIVE SESSION**

**#22-129 - 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 5:02 p.m. was made by Councilman Vaccaro, seconded by Councilman Fusaro and approved by the following roll call vote: Councilmembers Vaccaro, Zolezi, Fusaro, Wallis, and Brush; yea.

The Executive Session was adjourned at 6:05 p.m. upon a motion by Councilwoman Brush, seconded by Councilman Fusaro and approved by the following roll call vote: Councilmembers Vaccaro, Zolezi, Fusaro, Wallis, and Brush; yea.

A motion to reconvene into Regular Session at 6:07 p.m. was made by Councilman Vaccaro, seconded by Councilman Fusaro and approved by the following roll call vote: Councilmembers Vaccaro, Zolezi, Fusaro, Wallis, and Brush; yea.

**APPROVAL OF MINUTES**

The regular meeting minutes of February 28, 2022 was offered upon a motion by Councilman Vaccaro, seconded by Councilman Fusaro and approved by the following roll call vote: Councilmembers Vaccaro, Zolezi, Fusaro, Wallis, and Brush; yea.

The executive session minutes of November 8, 2021, was offered upon a motion by Councilwoman Zolezi, seconded by Councilman Fusaro and approved by the following roll call vote: Councilmembers Vaccaro, Zolezi, Fusaro, and Brush; yea. Mr. Wallis, abstain due to absence.

The executive session minutes of December 20, 2021, January 24, 2022, and February 28, 2022 was offered upon a motion by Councilman Fusaro, seconded by Councilman Vaccaro and approved by the following roll call vote: Councilmembers Vaccaro, Zolezi, Fusaro, Wallis, and Brush; yea.

### **SUBMISSION OF BILLS**

**#22-130** – Authorizing payment of bills from the Current Fund in the amount of \$5,204,174.14 was offered by Councilman Vaccaro, seconded by Councilman Fusaro and approved by the following roll call vote: Councilmembers Vaccaro, Zolezi, Fusaro, Wallis, and Brush; yea. Councilwoman Zolezi abstained from check #68244, but otherwise yes.

**#22-131** – Authorizing payment of bills from the Eastern Service Area in the amount of \$84,614.72 was offered by Councilman Fusaro, seconded by Councilman Vaccaro and approved by the following roll call vote: Councilmembers Vaccaro, Zolezi, Fusaro, Wallis, and Brush; yea.

**#22-132** – Authorizing payment of bills from the Western Service Area in the amount of \$52,634.44 was offered by Councilman Vaccaro, seconded by Councilwoman Zolezi and approved by the following roll call vote: Councilmembers Vaccaro, Zolezi, Fusaro, Wallis, and Brush; yea.

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

**#22-09 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING CHAPTER 313 OF THE TOWNSHIP CODE ENTITLED “PROPERTY MAINTENANCE”**

Councilwoman Brush asked if any member of Council had any comments on this ordinance. Seeing no comments from Council, Councilwoman Brush asked if there were any comments from the public.

Seeing no comments from the public, Councilwoman Brush closed this portion of the meeting.

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

**#22-10 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING CHAPTER 245, APPENDIX 3 TO AMEND SECTION (B)(9) TO REQUIRE PROOF THAT THE PROPERTY IS FREE FROM ANY OUTSTANDING PROPERTY MAINTENANCE AND/OR CODE VIOLATIONS**

Mrs. Martin requested to table this ordinance to the March 28, 2022 Council meeting due to an advertising issue.

A motion to table until ordinance #22-10 until March 28, 2022 was made by Councilman Wallis, seconded by Councilman Fusaro and approved by the following roll call vote: Councilmembers Vaccaro, Zolezi, Fusaro, Wallis, and Brush; 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.

Seeing no comments from Council, Councilwoman Brush asked if there were any comments from the public on any items on the consent agenda.

John Pagenkopf, 600 Route 66, Tinton Falls: Mr. Pagenkopf discussed the proposed sale price of the liquor license and stated he believes they should be sold at no cost.

The Business Administrator and Mayor Hudak both commented the price was determined by market value based on license sales in surrounding towns.

Seeing no further comments from the public, Councilwoman Brush closed this portion of the meeting.

**Resolutions #22-133 through #22-148 were considered routine by the Manchester Township Council and were enacted by one motion offered by Councilman Fusaro, seconded by Councilman Vaccaro and adopted by the following roll call vote: Councilmembers Vaccaro, Zolezi, Fusaro, Wallis, and Brush; yea.**

### A. FINANCE

**#22-133 - 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 488 FOR A TOTALLY DISABLED VETERAN**

**#22-134 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 38.99, LOT 1191.02 FOR A TOTALLY DISABLED VETERAN**

**#22-135 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING THE REFUNDS REQUESTED BY THE TAX COLLECTOR**

### B. RECREATION

**#22-136 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE PROCESSING OF PURCHASE ORDERS AND THE EXECUTION OF CONTRACTS FOR RESERVATIONS FOR CAMPERS FROM VARIOUS SUMMER CAMPS**

**#22-137 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE PROCESSING OF PURCHASE ORDERS AND THE EXECUTION OF CONTRACTS FOR TRIP RESERVATIONS FOR CAMPERS FOR CAMP ADVENTURE**

**#22-138 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARING A CONTRACT TO D&M FIREWORKS, LLC FOR A FIREWORKS EXHIBITION TO BE CONDUCTED ON BEHALF OF THE TOWNSHIP OF MANCHESTER**

**C. PURCHASING**

**#22-139 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITH JAMES J. RICHIE, DVM LLC FOR VETERINARY SERVICES**

**#22-140 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXTENSION OF CONTRACT AWARD TO CREST CONSTRUCTION GROUP FOR BID # 20- 06 EMERGENCY CONTRACTOR**

**D. BONDS/ESCROWS**

**#22-141 - 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 SCHOOLHOUSE/WRANGLEBROOK ROAD PHASE 3 ROAD IMPROVEMENT PROJECT**

**E. APPOINTMENT**

**#22-142 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, APPOINTING REVEREND JOSEPH WATSON, AS CHAPLAIN OF THE MANCHESTER POLICE DEPARTMENT**

**F. CONTRACTS/AGREEMENTS**

**#22-143 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A CONTRACT WITH RICOH USA, INC. FOR THE RENTAL OF A MULTI- FUNCTIONAL COPIER, PRINTER & WIDE SCANNER**

**#22-144 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING AND APPROVING A SHARED SERVICES AGREEMENT FOR MUNICIPAL COURT FACILITIES AND PERSONNEL BETWEEN MANCHESTER TOWNSHIP AND THE BOROUGH OF LAKEHURST**

**#22-145 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF AN EMPLOYMENT AGREEMENT ADDENDUM BETWEEN THE TOWNSHIP OF MANCHESTER AND TRACY BARCUS**

**G. MISCELLANEOUS**

**#22-146 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING PARTICIPATION FOR LOCAL EMPLOYERS TO OFFER A MODIFIED INCENTIVE UNDER THE STATE HEALTH BENEFITS PROGRAM**

**#22-147 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY APPROVING THE ADOPTION OF CERTAIN AMENDMENTS TO THE EMPLOYEE HANDBOOK FOR THE TOWNSHIP OF MANCHESTER**

## H. LICENSING

### **#22-148 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE ISSUANCE OF FOUR (4) ADDITIONAL CLASS C PLENARY RETAIL CONSUMPTION LICENSES AND ONE (1) ADDITIONAL CLASS D PLENARY RETAIL DISTRIBUTION LICENSE TO THE HIGHEST QUALIFIED BIDDERS AT A PUBLIC SALE TO BE CONDUCTED BY THE TOWNSHIP OF MANCHESTER**

The following resolution was voted on separately from the consent agenda:

### **#22-149 - RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A SETTLEMENT AGREEMENT BETWEEN THE TOWNSHIP AND HERMINIO PADILLA**

The above resolution was offered upon a motion by Councilman Vaccaro, seconded by Councilman Fusaro and approved by the following roll call vote: Councilmembers Vaccaro, Zolezi, Fusaro, and Brush; yea. Mr. Wallis, no.

## **REPORTS**

**Mr. Vaccaro:** Mr. Vaccaro attended various meetings. He reminded the residents to contact the Senior Services department for assistance on their various programs. Mr. Vaccaro stated that Mayor Hudak, Council and Senior Advisory Committee are hosting a health fair for seniors in association with the Ocean County Health Department. Flyers will be available soon and the dates are April 28, 2022 from 1 to 3 p.m. at Crestwood Village 7 and on May 23, 2022 from 10 a.m. to noon at the Renaissance. The Renaissance location is only available to Renaissance residents. Mr. Vaccaro requested a resolution in support of the people of Ukraine. He requested the Economic development Committee to consider a primary care facility in Manchester Township. Mr. Vaccaro reminded the public to continue protecting themselves from COVID. He thanked everyone for the opportunity to speak.

**Mr. Wallis:** No Report.

**Mr. Fusaro:** No Report.

**Ms. Zolezi:** Ms. Zolezi recognized that March is Woman's History month. She attended the Plan Endorsement Citizen Advisory Committee meeting and stated that they will be hosting a citizen's meeting for ideas soon. She thanked Chief Dolan and officers for keeping the residents safe. She thanked the first responders for their hard work and also thanked the veterans.

**Mrs. Brush:** Mrs. Brush commented on 5G coming into Manchester Township and stated that it is unavoidable.

**Mayor Hudak:** Mayor Hudak commented on the Excellence in Education Event that he and Councilwoman Zolezi attended. He stated that the Township has interested parties in the liquor licenses. Mayor Hudak stated that he had a meeting with the Ocean County Engineer regarding the replacement of both bridges and water lines on Colonial Drive. He wished everyone a Happy St. Paddy's Day.

**Brandon Umba:** Mr. Umba gave an update on the cell tower. He discussed an American Tower email. He hopes to have this on for approval soon. Mr. Umba stated that Verizon installed all equipment and are looking to go live in April.

**Mrs. Martin:** No Report.

**Chief Dolan:** Chief Dolan stated that accreditation notices were posted today. It will occur on Monday, March 21<sup>st</sup> and he expects to be reaccredited and on for approval in June. Thanks to Corporal O’Hare on his work with the reaccreditation process. He discussed the next coffee with a cop event.

**PUBLIC:**

**Judy Noonan 25A Stoneybrook Road, Whiting:** Ms. Noonan asked for clarification about the senior health fair events mentions by Councilman Vaccaro. She followed up on her Congasia Road discussion from last meeting. She commented on the status of senior associations in the Township. Ms. Noonan submitted paperwork to the Business Administrator and Council and thanked Council for their time.

Brandon Umba stated that the paperwork she submitted is under attorney review before any further action.

**Judy Kuhmichel, 55 Winkle Court, Country Walk:** Mrs. Kuhmichel inquired with Councilman Vaccaro if the Pinelands meetings are open to the public.

No further public comment.

**ADJOURNMENT**

There being no further comments or business to come before Council at this time, the meeting was adjourned at 6:40 p.m. upon a motion by Councilman Vaccaro, seconded by Councilman Fusaro and approved by the following Roll call vote: Councilmembers Vaccaro, Zolezi, Fusaro, Wallis, and Brush; yea.

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Joan Brush  
Council President

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Sabina T. Martin, RMC  
Municipal Clerk

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3/28/2022  
Date Approved