

**MANCHESTER TOWNSHIP
REORGANIZATION MEETING MINUTES
January 3, 2023**

The reorganization meeting of the Manchester Township Council was called to order at 1:00 p.m. by Sabina T. Martin. 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

INVOCATION by Dominick Cuozzo.

OATHS OF OFFICE

Oath of Office – Mayor Robert Arace administered by Dominick Cuozzo, present with him was his wife. Councilwoman Roxy Conniff administered by Dominick Cuozzo present with her was her husband. Councilman Joseph Hankins administered by Sabina Martin, present with him were his grandchildren.

ROLL CALL

The following roll call was taken by the Municipal Clerk:

Councilman Joseph Hankins	- present
Councilman James Vaccaro	- present
Councilwoman Michele Zolezi	- present
Councilman Sam Fusaro	- present
Councilwoman Roxy Conniff	- present

The Municipal Clerk noted for the record that also present were Lauren Staiger, Township Attorney, Brandon Umba, Business Administrator, and Mayor Robert Arace; along with various Department Heads, employees, and Township professionals.

NOMINATIONS & ELECTION OF COUNCIL PRESIDENT AND VICE PRESIDENT

Councilman Fusaro made a motion to nominate Councilwoman Michele Zolezi for Council President, seconded by Councilwoman Zolezi and rejected by the following roll call vote: Councilmembers Hankins, Vaccaro, Conniff; no. Mr. Fusaro and Ms. Zolezi; yea.

Councilman Vaccaro made a motion to nominate Councilwoman Roxanne Conniff for Council President, seconded by Councilman Hankins and approved by the following roll call vote: Councilmembers Hankins, Vaccaro, and Conniff; yea. Mr. Fusaro and Ms. Zolezi; abstain.

Councilman Hankins made a motion to nominate Councilman Vaccaro for Council Vice President, seconded by Councilwoman Conniff and approved by the following roll call vote: Councilmembers Hankins, Vaccaro, Fusaro, and Conniff; yea. Ms. Zolezi; abstain.

MAYORAL APPOINTMENTS - READ INTO THE RECORD

Mayor appointments read into the record by Sabina Martin.

SUBMISSION OF BILLS

#23-001– Authorizing payment of bills from the Current Fund in the amount of \$5,890,528.20 was offered by Councilman Fusaro, seconded by Councilwoman Zolezi and approved by the following roll call vote: Councilmembers Hankins, Vaccaro, Zolezi, Fusaro, and Conniff; yea.

#23-002 – Authorizing payment of bills from the Eastern Service Area in the amount of \$121,875.00 was offered by Councilman Fusaro, seconded by Councilwoman Zolezi and approved by the following roll call vote: Councilmembers Hankins, Vaccaro, Zolezi, Fusaro, and Conniff; yea.

#23-003 – Authorizing payment of bills from the Western Service Area in the amount of \$99,529.56 was offered by Councilman Fusaro, seconded by Councilwoman Zolezi and approved by the following roll call vote: Councilmembers Hankins, Vaccaro, Zolezi, Fusaro, and Conniff; 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.

Mrs. Conniff asked if any member of Council had any comments on any item on the consent agenda.

A motion to removed resolution **#23-024** from consent agenda was made by Councilman Hankins seconded by Councilman Vaccaro and approved by the following roll call vote: Councilmembers Hankins, Vaccaro, Zolezi, Fusaro, and Conniff; yea.

A motion to removed resolution **#23-029** from consent agenda was made by Councilwoman Zolezi seconded by Councilman Fusaro and approved by the following roll call vote: Councilmembers Hankins, Vaccaro, Zolezi, Fusaro, and Conniff; yea.

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

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

Resolutions #23-004 through #23-040, minus resolutions #23-024 and #23-029, were considered routine by the Manchester Township Council and were enacted by one motion offered by Councilman Hankins, seconded by Councilman Vaccaro and adopted by the following roll call vote: Councilmembers Hankins, Vaccaro, Zolezi, Fusaro, and Conniff; yea.

A. FINANCE

#23-004 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING THE TAX COLLECTOR TO CONDUCT A MUNICIPAL LIEN SALE

#23-005 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY FIXING THE RATE OF INTEREST TO BE CHARGED ON DELINQUENT WATER AND SEWER RATES, CHARGES, RENTALS, AND FEES

#23-006 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY FIXING THE RATE OF INTEREST TO BE CHARGED ON DELINQUENT TAXES OR ASSESSMENTS

#23-007 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING THE TAX COLLECTOR TO CANCEL OPEN BALANCES LESS THAN \$1

#23-008 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING ACCEPTANCE OF THE CREDIT AND DEBIT CARD PAYMENTS FOR THE COLLECTION OF REAL ESTATE TAXES AND UTILITIES CHARGES IN ACCORDANCE WITH THE PROVISIONS OF N.J.A.C. 5:30-9.1 et seq.

#23-009 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING THE TAX COLLECTOR TO CHARGE A FEE FOR PAYMENTS RETURNED FOR INSUFFICIENT FUNDS

#23-010 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING ACCEPTANCE OF THE AUTOMATED CLEARING HOUSE (ACH) FOR REAL ESTATE TAXES AND UTILITIES CHARGES

#23-011 - RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, CERTIFYING COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S ENFORCEMENT GUIDANCE ON THE CONSIDERATION OF ARREST AND CONVICTION RECORDS IN EMPLOYMENT DECISIONS UNDER TITLE VII OF THE CIVIL RIGHTS ACT OF 1964'

#23-012 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE DIRECTOR OF FINANCE TO RE-ESTABLISH A PETTY CASH FUND IN THE AMOUNT OF \$200.00

#23-013 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY ADOPTING A DEBT MANAGEMENT AND FUND BALANCE POLICY FOR THE TOWNSHIP OF MANCHESTER

#23-014 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING SIGNATURES FOR CHECKS ISSUED ON BEHALF OF THE TOWNSHIP OF MANCHESTER

#23-015 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING TEMPORARY BUDGET APPROPRIATIONS FOR THE CALENDAR YEAR 2023

#23-016 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING TEMPORARY WATER UTILITY BUDGET EASTERN SERVICE AREA APPROPRIATIONS FOR THE CALENDAR YEAR 2023

#23-017 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING TEMPORARY SEWER UTILITY BUDGET EASTERN SERVICE AREA APPROPRIATIONS FOR THE CALENDAR YEAR 2023

#23-018 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING TEMPORARY WESTERN SERVICE AREA SEWER UTILITY BUDGET APPROPRIATIONS FOR THE CALENDAR YEAR 2023

#23-019 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING TEMPORARY WESTERN SERVICE AREA WATER UTILITY BUDGET APPROPRIATIONS FOR THE CALENDAR YEAR 2023

B. MUNICIPAL CLERK

#23-020 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, FIXING THE ANNUAL MEETING DATES OF THE TOWNSHIP COUNCIL

#23-021 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, DESIGNATING LEGAL NEWSPAPERS FOR MANCHESTER TOWNSHIP

#23-022 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE MUNICIPAL CLERK TO EXECUTE ONE NEW JERSEY STATE FIREMEN'S ASSOCIATION MEMBERSHIP APPLICATION

C. PURCHASING

#23-023 - RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE AWARD OF COOPERATIVE CONTRACT WITH LILICH CORPORATION FOR ASBESTOS ABATEMENT THROUGH THE NEW JERSEY COOPERATIVE PURCHASING ALLIANCE BC-RFPQ-22-013

#23-025 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDED A BID FOR THE EAST TREATMENT FACILITY #5 DECANT TANK PROJECT TO DERSTINE COMPANY, LLC

D. CONTRACTS/AGREEMENTS

#23-026 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING AGREEMENT BETWEEN THE TOWNSHIP OF MANCHESTER AND THE 87TH SECURITY FORCES SQUADRON

#23-027 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A SCHEDULE "C" AGREEMENT WITH THE COUNTY OF OCEAN FOR 2023

E. APPOINTMENT

#23-028 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TOWNSHIP TAX ASSESSOR AS THE AGENT TO FILE PETITIONS OF APPEAL/COMPLAINTS WITH THE OCEAN COUNTY BOARD OF TAXATION AND NAMING THE TOWNSHIP ATTORNEY TO ACT AS ALTERNATE AGENT

#23-030 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, APPOINTING A PUBLIC AGENCY COMPLIANCE OFFICER

#23-031 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING AN ALTERNATE FORM OF CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF SEAN P CANNING OF THE CANNING GROUP LLC. FOR QPA CONSULTING SERVICES AS PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A.19:44A-20.5

#23-032 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, APPOINTING ROBERT SHARRY TO THE POSITION OF EMERGENCY MANAGEMENT COORDINATOR TO THE OFFICE OF EMERGENCY MANAGEMENT IN THE TOWNSHIP OF MANCHESTER

#23-033 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A TEMPORARY CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF LAUREN STAIGER AS TOWNSHIP ATTORNEY FOR LEGAL SERVICES, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

#23-034 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A TEMPORARY CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF JEAN CIPRIANI FOR LEGAL SERVICES IN UTILITIES DEPARTMENT, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

#23-035 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A TEMPORARY CONTRACT TO COLLIERS ENGINEERING AND AUTHORIZING THE APPOINTMENT OF TEMP AS TOWNSHIP ENGINEER, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

#23-036 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A TEMPORARY CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF REMINGTON & VERNICK AS ENGINEERING SERVICES FOR SEWER AND WATER, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

#23-037 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A TEMPORARY CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF ARMANDO V. RICCIO AS LABOR COUNSEL, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

#23-038 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A TEMPORARY CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF MATT SAGE AS PUBLIC DEFENDER, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

#23-039 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A TEMPORARY CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF BONNIE PETERSON AS MUNICIPAL PROSECUTOR, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

#23-040 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A TEMPORARY CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF JOSEPH J. FACCONO OF SAMUEL KLEIN AS TOWNSHIP AUDITOR, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

The following resolutions were voted on separately.

#23-024 - RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING FIREFIGHTING/ RESCUE EQUIPMENT AND ACCESSORIES PURSUANT TO NEW JERSEY STATE CONTRACT – DIVISION OF PURCHASE AND PROPERTY CONTRACT NJ 17-FLEET-00819

The above resolution was tabled upon a motion by Councilman Hankins, seconded by Councilman Vaccaro and approved by the following roll call vote: Councilmembers Hankins, Vaccaro, Zolezi, Fusaro, and Conniff; yea.

#23-029 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, CONSENTING TO THE APPOINTMENT OF MULTIPLE DEPARTMENT HEADS FOR THE TOWNSHIP OF MANCHESTER PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 40:69A-43(b)

The above resolution was offered upon a motion by Councilman Hankins, seconded by Councilman Fusaro and approved by the following roll call vote: Councilmembers Hankins, Vaccaro, Fusaro, and Conniff; yea. Ms. Zolezi, abstain.

REPORTS:

Mr. Hankins: Mr. Hankins stated that he visited several offices in the building, and he is looking forward to working with everyone and serving the residents.

Mr. Vaccaro: Mr. Vaccaro congratulated Mayor Arace, Councilman Hankins, and Councilwoman Conniff. He wished everyone a happy New Year, and congratulated Mrs. Conniff on her appointment as Council President. Mr. Vaccaro discussed the run-off election results, and stated the Council will work hard toward a common goal to make Manchester a great place to live. Smart growth for Manchester; promote economic development while maintaining the rural character of Manchester. He reminded the public to continue protecting themselves from COVID and other viruses. He thanked everyone for the opportunity to speak.

Ms. Zolezi: Ms. Zolezi congratulated Mrs. Conniff on her appointment as Council President and congratulated Mayor Arace and Mr. Hankins. She thanked the public for attending and wished everyone a happy New Year.

Mr. Fusaro: Mr. Fusaro congratulated Mayor Arace, Mr. Hankins, and Mrs. Conniff. He offered word of advice to always do what is best for Manchester.

Chief Dolan: Chief Dolan congratulated everyone and stated he is looking forward to working with everyone this year.

Mrs. Conniff: Mrs. Conniff thanked everyone for their support, and stated she is looking forward to the future, working with Council, and serving the public.

Mayor Arace: Mayor Arace thanked everyone for attending today.

Sabina Martin: Mrs. Martin welcomed the new Mayor and Council, and stated she is always available for any questions they may have.

PUBLIC:

Thomas Coleman, 1361 New Brunswick Avenue: Mr. Coleman welcomed the new Mayor and Council. He commented on the upcoming retirement of the Municipal Clerk speaking highly of her, and congratulated Brandon Umba on his marriage last week. Mr. Coleman state that he is receiving confliction regarding retiree benefits for township employees from the personnel department and the State. He asked someone to further investigate the issue.

Brandon Umba suggested that he make an appointment with his office and he will certainly look into it.

No further public comment

ADJOURNMENT

There being no further comments or business to come before Council at this time, the meeting was adjourned at 1:52 p.m. upon a motion by Councilman Vaccaro, seconded by Councilman Fusaro and approved by the following Roll call vote: Councilmembers Hankins, Vaccaro, Zolezi, Fusaro, and Conniff; yea.

Roxy Conniff
Council President

Sabina T. Martin, RMC
Municipal Clerk

1/23/2023
Date Approved