

**MANCHESTER TOWNSHIP  
REGULAR MEETING MINUTES  
March 13, 2023**

**CALL TO ORDER**

The regular meeting of the Manchester Township Council was called to order at 6:00 p.m. by Roxy Conniff, Council President. The following statement was read by Teri Gierczyk, Municipal Clerk:

**STATEMENT**

“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 Joseph Hankins	- present
Councilman James Vaccaro	- present
Councilwoman Michele Zolezi	- present
Councilman Craig Wallis	- present
Councilwoman Roxy Conniff	- present

The Municipal Clerk noted for the record that also present were Township Attorney Lauren Staiger, Business Administrator Carl Block, Mayor Robert Arace, and Chief Dolan.

**PROCLAMATIONS**

Mayor Arace presented a Proclamation to Blake Cortez for academic achievement and being recognized by the National Association for Gifted Children.

**APPROVAL OF MINUTES**

The regular meeting minutes of February 27, 2023 was offered upon a motion by Councilman Hankins, seconded by Councilman Vaccaro and approved by the following roll call vote: Councilmembers Hankins, Vaccaro, Wallis, Zolezi, and Conniff; yea.

**SUBMISSION OF BILLS**

**#23-147**– Authorizing payment of bills from the Current Fund in the amount of \$5,995,093.04 was offered by Councilman Vaccaro, seconded by Councilman Hankins and approved by the following roll call vote: Councilmembers Hankins, Vaccaro, Wallis, Zolezi, and Conniff; yea.

**#23-148** – Authorizing payment of bills from the Eastern Service Area in the amount of \$133,080.51 was offered by Councilman Vaccaro, and seconded by Councilman Hankins and approved by the following roll call vote: Councilmembers Hankins, Vaccaro, Wallis, Zolezi, and Conniff; yea.

**#23-149** – Authorizing payment of bills from the Western Service Area in the amount of \$73,953.63 was offered by Councilman Vaccaro, seconded by Councilman Wallis and approved by the following roll call vote: Councilmembers Hankins, Vaccaro, Wallis, Zolezi, and Conniff; yea.

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

**#23-04 AN ORDINANCE AMENDING CHAPTER 245, “LAND USE AND DEVELOPMENT,” OF THE CODE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN AND STATE OF NEW JERSEY**

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

Seeing no comments from the public. The comment period was closed upon a motion by Councilman Hankins seconded by Councilman Vaccaro and approved by the following roll call vote: Councilmembers Hankins, Vaccaro, Wallis, Zolezi, and Conniff; yea.

The above ordinance was offered upon a motion by Councilman Hankins, seconded by Councilman Vaccaro to table to the April 10, 2023 Council meeting by the following roll call vote: Councilmembers Hankins, Vaccaro, Wallis, Zolezi, and Conniff; yea.

The Municipal Clerk noted that second reading and adoption will be advertised for the April 10, 2023 meeting, pending Planning Board review at their April meeting.

**ORDINANCES – First Reading & Introduction**

**#23-05 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING THE SALARY RANGES AND POSITIONS OF BARGAINING UNIT EMPLOYEES**

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

**#23-06 CAPITAL ORDINANCE PROVIDING FOR UPGRADES TO THE POLICE LOCKER ROOMS AND SHOWERS AND APPROPRIATING \$53,000 THEREFOR, 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 Vaccaro, and seconded by Councilman Hankins and approved by the following roll call vote: Councilmembers Hankins, Vaccaro, Wallis, Zolezi, 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.**

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

Seeing no 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. The comment period was closed upon a motion by Councilman Hankins seconded by Councilman Vaccaro and approved by the following roll call vote: Councilmembers Hankins, Vaccaro, Wallis, Zolezi, and Conniff; yea.

**Resolutions #23-134, #23-150 through #23-169 were considered routine by the Manchester Township Council and were enacted by one motion offered by Councilman Vaccaro seconded by Councilman Wallis and adopted by the following roll call vote: Councilmembers Hankins, Vaccaro, Wallis, Zolezi, and Conniff; yea.**

**A. FINANCE**

**#23-150 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 1.45, LOT 14 FOR A TOTALLY DISABLED VETERAN**

## **B. GRANTS**

**#23-134 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING APPLICATION FOR (SAFER) STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE GRANT**

## **C. RECREATION**

**#23-151 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDED A CONTRACT TO D&M FIREWORKS, LLC FOR A FIREWORKS EXHIBITION TO BE CONDUCTED ON BEHALF OF THE TOWNSHIP OF MANCHESTER**

**#23-152 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE MAYOR TO SIGN A RECIPIENT REPRESENTATION IN SUPPORT DISBURSEMENT FROM FIRSTENERGY CORPORATION**

**#23-153 - 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**

**#23-154 - 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**

## **D. PURCHASING**

**#23-155 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A REQUIRED DISCLOSURE TRAINING WITH FIREFLOW SERVICES FOR EMERGENCY RESPONSE TRAINING**

**#23-156 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE AWARD OF BID 23-06 CHEMICAL SUPPLY BID WATER UTILITY TO MIRACLE CHEMICAL COMPANY**

**#23-157 - 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**

## **E. BONDS/ESCROWS**

**#23-158 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, RELEASING ESCROWS POSTED BY PINE ACRES MANOR INC, BLOCK 44, LOT 10**

**#23-159 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, RELEASING UTILITY PERFORMANCE GUARANTEES FOR A DEVELOPER KNOWN AS WHITING STORAGE URBAN RENEWAL LLC, PENDING THE POSTING OF MAINTENANCE GUARANTEES FOR BLOCK 102 LOT 2**

**#23-160 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, RELEASING UTILITY ESCROWS THAT WERE POSTED BY S AND D DEVELOPMENT IN CONNECTION WITH A PROJECT KNOWN AS WALGREENS, BLOCK 90 LOTS 9 & 24**

## F. APPOINTMENT

**#23-161 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDED A CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF E. DAVID MILLARD, ESQ. OF CITTA, HOLZAPFEL & ZABARSKY FOR SPECIAL LEGAL COUNSEL SERVICES AS PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A.19:44A-20.5**

## G. CONTRACTS/AGREEMENTS

**#23-162 - 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 FY23 OCEAN COUNTY SHERIFF'S TRAFFIC ENFORCEMENT PROGRAM**

**#23-163 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF AN SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF MANCHESTER AND THE TOWNSHIP OF TOMS RIVER FOR THE JOINT USE OF SPILLMAN PUBLIC SAFETY SYSTEMS ("SPSS")**

**#23-164 - RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF AN AUTHORIZATION LETTER IN CONNECTION WITH THE ADVERTISEMENT CONCESSION AT THE TOWNSHIP MUNICIPAL BUILDING**

**#23-165 - 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**

**#23-166 - 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**

**#23-167 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A SIDE LETTER AGREEMENT BETWEEN THE TOWNSHIP OF MANCHESTER AND OPEIU LOCAL 32 SUPERVISORY UNIT REGARDING MUNICIPAL COURT SHARED SERVICES**

**#23-168 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A SIDE LETTER AGREEMENT BETWEEN THE TOWNSHIP OF MANCHESTER AND OPEIU LOCAL 32 WHITE COLLAR UNIT REGARDING MUNICIPAL COURT SHARED SERVICES**

## H. MISCELLANEOUS

**#23-169 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE USE OF PINE LAKE FOR THE POLICE ATHLETIC LEAGUE FISHING DERBY**

### **ADD OF RESOLUTION – VOTED ON SEPARATELY**

**#23-170 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING APPLICATION FOR (SAFER) STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE GRANT BY MANCHESTER FIRE COMPANY**

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

**REPORTS:**

**Mr. Hankins:** No report

**Mr. Vaccaro:** Mr. Vaccaro stated he attended various meetings, and he reviewed the bills for tonight's meeting. Mr. Vaccaro requested a brief summary report and timeframe for the 10-year energy plan. He asked to investigate any grants available for water/sewer systems. Mr. Vaccaro encouraged the public to continue protecting themselves from COVID 19 and other respiratory viruses.

**Mr. Wallis:** Mr. Wallis spoke on the formation of a committee to obtain discretionary funding for our schools. He commented that this could take a year or so to get off the ground.

**Ms. Zolezi:** Ms. Zolezi applauded the work of the Environmental Commission and their effort to engage the community. She commended our paid and volunteer fire companies along with Manchester Police Department. Ms. Zolezi attended a drama event at Manchester Township High School, which she recommended that everyone should attend.

**Mrs. Conniff:** Mrs. Conniff volunteered at Read across America at Whiting Elementary School. She is working with the Recreation Department for upcoming events. She wished everyone a Happy St. Patrick's day.

**Mayor:** Mayor Arace read at three elementary schools for Read across America. He is proposing the ideas of Mayor for a day event for the children. He attended the soft opening of The Barn in Whiting. The grand opening is on March 17, 2023.

**Chief Dolan:** Chief Dolan stated that he next Coffee with a Cop will be held on March 25<sup>th</sup> at All Star Bagel. Members of the Police Department attended a fundraising event for the Special Olympics. He stated that there will be a Police Department retiree luncheon at 3 B's, which is paid for by PBA, on March 15<sup>th</sup>.

**PUBLIC:**

**Edward Lynch, 5 Bridle Way:** Mr. Lynch questioned the additional SAFER grant resolution, which was added to the agenda.

Council President Conniff, Administrator Block and Attorney Lauren Staiger explained the resolution to his satisfaction.

**Cathy Frisch, 44 Fox Street:** Mr. Frisch inquired about the status of the rent-leveling ordinance and the committee formation.

Township Attorney, Lauren Staiger, replied to her satisfaction.

**ADJOURNMENT:**

There being no further comments or business to come before Council at this time, the meeting was adjourned at 6:29 p.m. Motion by Councilman Vaccaro, seconded by Councilman Wallis, and approved by the following roll call vote: Councilmembers Hankins, Vaccaro, Zolezi, Wallis, and Conniff; yea.

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Roxy Conniff  
Council President

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Teri Giercyk, RMC/CMC  
Municipal Clerk

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3/27/2023  
Date Approved