

**MANCHESTER TOWNSHIP
REGULAR MEETING MINUTES
July 24, 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 Giercyk, 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
Councilman Craig Wallis	- present
Councilwoman Michele Zolezi	- present
Councilwoman Roxy Conniff	- present

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

FLAG SALUTE

MAYORAL APPOINTMENTS - READ INTO THE RECORD

Municipal Clerk Teri Giercyk read appointments made by Mayor into the record.

APPROVAL OF MINUTES

The Regular Meeting and Executive Session Meeting Minutes of July 10, 2023 were approved upon a motion made by Councilman Vaccaro, seconded by Councilman Hankins and approved by the following roll call: Councilmember, Hankins, Vaccaro, Wallis, Zolezi, and Conniff; yea.

SUBMISSION OF BILLS

#23-304 - Authorizing payment of bills from the Current Fund in the amount of \$6,624,832.32 was offered by Councilman Vaccaro who stated he examined the bills with Councilman Hankins, seconded by Councilman Hankins were approved upon the following roll call: Councilmembers Hankins, Vaccaro, Wallis, Zolezi, and Conniff; yea.

#23-305 – Authorizing payment of bills from the Utility Fund – ESA in the amount of \$220,198.57 were offered by Councilman Vaccaro, seconded by Councilman Wallis and were approved by the following roll call: Councilmembers Hankins, Vaccaro, Wallis, Zolezi (abstained from check #6493 in the amount of \$291.40) and Conniff; yea.

#23-306 – Authorizing payment of bills from the Utility Fund – WSA in the amount of \$68,392.47 were offered by Councilman Vaccaro, seconded by Councilman Wallis and were approved by the following roll call: Councilmembers Hankins, Vaccaro, Wallis, Zolezi, and Conniff; yea.

ORDINANCES – First Reading & Introduction

#23-20 – AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING CHAPTER 242 OF THE TOWNSHIP CODE ENTITLED “LANDLORD REGISTRATION”

The above ordinance was introduced upon a motion by Councilman Wallis and seconded by Councilman Vaccaro and approved by the following roll call vote: Councilmember Hankins, Vaccaro, Wallis, Zolezi and Conniff. Yea.

#23-23 – ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE SALE OF BLOCK 85.17, LOT 39 ON THE MUNICIPAL TAX MAP TO JAQUELINE GONZALEZ IBARRA IN ACCORDANCE WITH THE PROVISIONS OF N.J.S.A. 40A:12-13 (b) AND N.J.S.A. 40A:12-13.2 (LAKEWOOD AVENUE; \$1,343.00)

The above ordinance was introduced upon a motion by Councilman Hankins and seconded by Councilman Vaccaro and approved by the following roll call vote: Councilmember Hankins, Vaccaro, Wallis, Zolezi and Conniff. Yea.

#23-24 – ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE SALE OF BLOCK 1.354, LOT 14 ON THE MUNICIPAL TAX MAP TO DAVID & JAMIE GREEN IN ACCORDANCE WITH THE PROVISIONS OF N.J.S.A. 40A:12-13 (b) AND N.J.S.A. 40A:12-13.2 (MONTGOMERY AVENUE; \$10,000.00)

The above ordinance was introduced upon a motion by Councilman Vaccaro and seconded by Councilman Wallis and approved by the following roll call vote: Councilmember 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.

Vanessa Cisneros – Midway Avenue – Ms. Cisneros asked if this was the right time to thank the Council for introducing the ordinance for Landlord Registration. She stated that she is still having issues with the rental house near her.

Roxy stated this is for any questions on consent agenda and she can speak at public comment. Vanessa thanked her and again said thank you for trying to fix the situation.

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

Resolutions #23-307- #23-317 were considered routine by the Manchester Township Council and were enacted by one motion offered by Councilman Wallis, seconded by Councilman Hankins and adopted by the following roll call: Councilmembers Hankins, Vaccaro, Wallis, Zolezi, and Conniff; yea.

A. MUNICIPAL CLERK

#23-307 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE MUNICIPAL CLERK TO EXECUTE A NEW JERSEY STATE FIREMEN'S ASSOCIATION MEMBERSHIP APPLICATION

B. GRANTS

#23-308 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING AN EXECUTION OF A SUB RECIPIENT AGREEMENT FOR THE 2023 CDBG GRANT FOR IMPROVEMENTS TO THE WHITING MUNICIPAL ANNEX

C. PURCHASING

#23-309 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING AWARD OF BID 23-09 EMERGENCY VEHICLE REPAIR TO BLAZE EMERGENCY EQUIPMENT

D. BONDS/ESCROWS

#23-310 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, DENYING A REQUEST FOR THE RELEASE OF THE PERFORMANCE GUARANTEE FOR DOLLAR GENERAL (WHITING DG, LLC, BLOCK 98, LOT 22)

#23-311 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, RELEASING AN ESCROW POSTED BY CRESTWOOD VILLAGE FIVE COMMUNITY ASSOCIATION, BLOCK 75.106 LOT 101 (325 SCHOOLHOUSE ROAD CLUBHOUSE)

E. FINANCE

#23-312 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING THE REFUNDS REQUESTED BY THE TAX COLLECTOR

#23-313 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO EXTEND THE GRACE PERIOD FOR THE AUGUST 2023 TAX BILLS

#23-314 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE ELECTRONIC SIGNATURE OF DOCUMENTS BY THE TOWNSHIP

#23-315 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, ESTABLISHING SALARIES FOR THE DEPARTMENT HEADS, DIVISION HEADS UNDER ADMINISTRATION, NON-CONTRACTED STAFF

F. MISCELLANEOUS

#23-316 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING AFFORDABILITY ASSISTANCE GRANT WITH THE OWNER OF AN AFFORDABLE HOUSING UNIT LOCATED AT BIRCHWOOD AT WHITING

#23-317 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE COMMUNITY WILDFIRE PROTECTION PLAN AN ACTION PLAN FOR WILDFIRE MITIGATION IN COOPERATION WITH THE NEW JERSEY FOREST FIRE SERVICE

REPORTS:

Councilman Hankins – No report.

Councilman Vaccaro – On July 12th attended the concert at Harry Wright Lake. The next concert is on July 26th. Attending various meetings including the Wildfire Safety Meeting, the bi-weekly meeting, and reviewed the bills with Mr. Hankins. Mr. Vaccaro stated that next month he will have a more comprehensive report on various areas of concern. He thanked Council for the time allotted to speak.

Councilman Wallis – Mr. Wallis said the concert was great, and he thanked Tracey Lynch, the recreation department, DPW and the police for their hard work. He attended a veteran’s meeting where they discussed a PTSD program and other free services available to Veterans. We have a large community with veterans and all services are free of charge.

Councilwoman Zolezi – Ms. Zolezi commented on the great program for Veterans. The Manchester High School football players visited the Havens Assisted Living, which she thanked them for. She stated that at the July Board of Education meeting they recognized 27 AP students – congratulations to them.

Councilwoman Conniff – Mrs. Conniff stated that department heads working with recreation on Christmas in the Pines and Manchester Day.

Mayor Arace – He received a letter from a daughter whose mother is in the Havens. She said it was great that the football players came to the Havens and the residents couldn’t stop talking about it. He was honored to celebrate with Jane Tringali who celebrated her 100th birthday. She is the great grandmother of Firefighter Coleman. As she was waiting for her great grandson to arrive, she was surprised when he arrived on a firetruck with firemen from Whiting Fire Department, where he is a member. He gave an update on the Verizon cell tower, which has been activated since May 2022. Verizon is actively looking for a third site for another cell tower.

Chief Dolan – Thanked Capt. Komsa for covering for me. On July 22nd we had the police entry exam. The written portion will be on August 2nd at 6:00 pm. National Night Out will be on August 1st. We will be joining Lakehurst at Lake Horicon from 6:00 – 9:00 pm. The youth academy will run from July 31st to August 3rd.

PUBLIC COMMENT:

Mr. Hank Glen – Wycliffe Drive – He questioned the \$5,600.00 Guardian Bill.

Chief responded that is the yearly subscription. He uses it for tracking officers (80) and EMS.

Pine Lake Park – What’s the intention? Mayor responded that we would love to have it as a recreation area again, but we will get a cost analysis of the project. Looking at grants. We intend to investigate opportunities and look into cost and set up a plan.

Laura Flecker – Charles Avenue – What is in place to control out of towners at Scarco (Heritage Minerals) Lake? There are a lot of quads, bikes and out of towners coming into the property.

Chief stated that we are taking steps to fix that. We have been addressing and identifying access areas and closing them off. It is an ongoing process. If you see it or it continues, please call.

ADJOURNMENT:

There being no further comments or business to come before Council at this time, a motion to close to public comments and adjourn the meeting at 6:25 pm was made by Councilman Hankins, seconded by Councilman Vaccaro approved by the following roll call: Councilman Hankins, Vaccaro, Wallis, Zolezi and Conniff; yea.

Roxy Conniff
Council President

Teri Giercyk, RMC/CMC
Municipal Clerk

8/14/2023
Date Approved