

**MANCHESTER TOWNSHIP  
REGULAR MEETING MINUTES  
July 14, 2025**

The regular meeting of the Manchester Township Council was called to order at 6:00 p.m. by Council President Roxanne Conniff. The following statement was read by Teri Giercyk, 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 Sandy Drake	- present
Councilman James Vaccaro	- present
Councilman Craig Wallis	- present
Councilwoman Michele Zolezi	- absent
Councilwoman Roxy Conniff	- present

The Municipal Clerk noted for the record that also present were Township Attorney Lauren Staiger, Mayor Joseph Hankins, Business Administrator Carl Block CMFO Jeannette Larrison and Chief Ellis.

**APPROVAL OF MINUTES**

The regular and executive meeting minutes from June 23, 2025, were offered upon a motion by Councilman Vaccaro, seconded by Councilman Wallis and approved by the following roll call vote: Councilmembers Drake, Vaccaro, Wallis, and Conniff; yea. Absent: Zolezi.

**PRESENTATION**

Presentation of the 2025 Community Champion Award-Barbara Sprechman – Municipal Alliance  
Chief Ellis presented the award to John McGuire

**SUBMISSION OF BILLS**

Councilman Vaccaro stated that Councilwoman Drake have reviewed the bills for tonight’s meeting.

**#25-277** – Authorizing payment of bills from the Current Fund in the amount of \$7,791,902.78 was offered by Councilman Vaccaro, seconded by Councilwoman Drake and approved by the following roll call vote: Councilmembers Drake, Vaccaro, Wallis, and Conniff; yea. Absent: Zolezi

**#25-278** – Authorizing payment of bills from the Eastern Service Area in the amount of \$685,163.44 was offered by Councilman Vaccaro, seconded by Councilman Wallis and approved by the following roll call vote: Councilmembers Drake, Vaccaro, Wallis, and Conniff; yea. Absent: Zolezi

**#25-279** – Authorizing payment of bills from the Western Service Area in the amount of \$106,951.97 was offered by Councilman Vaccaro, seconded by Councilman Wallis and approved by the following roll call vote: Councilmembers Drake, Vaccaro, Wallis, and Conniff; yea. Absent: Zolezi

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

**#25-19 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING & SUPPLEMENTING CHAPTER 245 OF THE TOWNSHIP CODE ENTITLED “LAND USE DEVELOPMENT”**

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

Seeing no comments from public, Councilman Vaccaro made a motion to close public comments and approve seconded by Councilman Wallis. Roll Call: Councilmembers Vaccaro, Drake, Wallis, and Conniff; yea. Absent: Zolezi

**#25-20 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING THE TOWNSHIP CODE OF ORDINANCES TO AMEND APPENDIX VIII OF CHAPTER 245, ENTITLED ZONING MAP**

Council President Conniff asked for a motion to table this ordinance.

Councilman Vaccaro made a motion to table ordinance indefinitely seconded by Councilman Wallis. Roll Call: Councilmembers Vaccaro, Drake, Wallis, and Conniff; yea. Absent: Zolezi

**#25-23 - ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE VACATION OF PORTIONS OF ROADWAYS WITHIN THE TOWNSHIP OF MANCHESTER AT HARRY WRIGHT BOULEVARD, ABUTTING BLOCK 99.235, LOTS 1 & 10**

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

Seeing no comments from public, Councilman Vaccaro made a motion to close public comments and approve seconded by Councilman Wallis. Roll Call: Councilmembers Vaccaro, Drake, Wallis, and Conniff; yea. Absent: Zolezi

**#25-24 – AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING SALARY RANGES AND POSITIONS OF NON-BARGAINING UNIT EMPLOYEES**

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

Seeing no comments from public, Councilman Vaccaro made a motion to close public comments and approve seconded by Councilman Wallis. Roll Call: Councilmembers Vaccaro, Drake, Wallis, and Conniff; yea. Absent: Zolezi

**ORDINANCES – First Reading and Introduction**

**#25-25 - ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE VACATION OF PORTIONS OF ROADWAY WITHIN THE TOWNSHIP OF MANCHESTER ABUTTING PRICE AVENUE**

Council President Conniff asked if any member of Council had any comments on this ordinance. Seeing no comments from Council. Councilman Vaccaro made a motion to approve, seconded by Councilman Wallis. Roll Call: Councilmembers Drake, Vaccaro, Wallis, and Conniff; yea. Absent: Zolezi

**#25-26 – ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE INTRODUCTION OF A BOND ORDINANCE FOR CONGASIA ROAD IMPROVEMENTS NJDOT GRANT**

Council President Conniff asked if any member of Council had any comments on this ordinance. Seeing no comments from Council. Councilman Vaccaro made a motion to approve, seconded by Councilman Wallis. Roll Call: Councilmembers Drake, Vaccaro, Wallis, and Conniff; yea. Absent: Zolezi

**#25-27 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING THE REDEVELOPMENT PLAN FOR BLOCK 62, LOTS 30 & 31.01**

Council President Conniff asked if any member of Council had any comments on this ordinance. Seeing no comments from Council. Councilman Vaccaro made a motion to approve, seconded by Councilman Wallis. Roll Call: Councilmembers Drake, Vaccaro, Wallis, and Conniff; yea. Absent: Zolezi

**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.**

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

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

Resolutions #25-280 – #25-292 were considered routine by the Manchester Township Council and were enacted by one motion offered by Councilman Vaccaro, seconded by Councilwoman Drake and adopted by the following roll call vote: Councilmembers Drake, Vaccaro, Wallis, and Conniff; yea. Absent: Zolezi

**A. PURCHASING**

**#25-280 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING AWARD OF CONTRACT TO EVANS CONSOLES INC. THROUGH HOUSTON GALVESTON AREA COOPERATIVE (HGAC) NATIONAL COOPERATIVE CONTRACT FOR 911 DISPATCH FURNITURE AND EQUIPMENT LICENSES**

**#25-281 - RESOLUTION AUTHORIZING AWARD OF BID 23-09 EMERGENCY VEHICLE REPAIR TO BLAZE EMERGENCY EQUIPMENT**

**#25-282 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING INCREASE IN BID THRESHOLD**

**#25-283 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EMERGENCY RENTAL OF BACKUP GENERATOR THROUGH GENSERVE**

**#25-284 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EMERGENCY REPAIR OF BACKUP GENERATOR THROUGH GENSERVE**

**#25-285 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, APPROVING AND AUTHORIZING THE USE OF THE PURCHASING PROCEDURES MANUAL AND VENDOR MANUAL**

**B. BONDS/ESCROWS**

**#25-286 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, RELEASING AN ESCROW POSTED BY CORDELL ENTERPRISES FOR BLOCK 43, LOT 8**

**#25- 287- RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, RELEASING AN ESCROW POSTED BY EXTRA SPACE WHITING URBAN RENEWAL LLC FOR BLOCK 102, LOT 2**

**C. FINANCE**

**#25-288 - 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**

**#25-289 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, PROVIDING FOR THE INSERTION OF SPECIAL ITEM OF REVENUE FOR A CLEAN COMMUNITIES GRANT MID YEAR**

**#25- 290 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, PROVIDING FOR THE INSERTION OF SPECIAL ITEM OF REVENUE FOR A CLEAN ENERGY GRANT 2025 MID YEAR**

**D. MISCELLANEOUS**

**#25-291 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, ACCEPTING THE CERTIFICATION OF THE DIRECTOR OF PUBLIC WORKS CONCERNING COSTS INCURRED IN THE CLEAN UP OF THE PROPERTY LOCATED AT 1016 COMMONWEALTH BOULEVARD (BLOCK 1.218 LOT 13), AND AUTHORIZING THE PLACEMENT OF A LIEN AGAINST SAID PROPERTY FOR SAID COSTS**

**E. CONTRACTS**

**#25-292- RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH HERITAGE FAMILY RESTAURANT**

## **REPORTS:**

**Mrs. Drake** – The police department, Tracey Lynch and staff did a wonderful job at Manchester Day, compliments to them. Congratulations to John McGuire. I attended Art Cronk's retirement. Also, the MLB draft just happened, and Manchester's own, Andrew Fischer, was drafted to the Milwaukee's Brewers. We are very proud of him. I spoke to his parents, to convene congratulations to him. From now until July 26<sup>th</sup>, there is a big tournament. Manchester Little League is hosting 50 teams; it is our biggest fundraiser.

**Mr. Vaccaro** – Thank you madam president, and as always, a warm welcome and thank you for your attendance and interest and operational aspects in our town. Summer is now here, and schools are closed. Don't speed and be aware of the children and please put your cell phone down. Please remember we have pride in Manchester Township and are the Gemstone of the Jersey Shore. Myself, the Mayor, and Councilwoman Drake attended Art Cronk's retirement. On 6/26 – I attended the zoning meeting. 6/28 Councilman Wallis, Councilwoman Drake and I attended Manchester Day. A special thank you to Tracey on a job well done. Tracey, staff, volunteers, DPW, PD, Volunteer Fire, Paid Fire and EMS personnel, thank you. On 7/8– I attended the biweekly meeting along with Council President Conniff. On 7/11 I attended the Little League Tournament. On 7/12 Councilwoman Drake and I reviewed the bills. Additional notes, we are now waiting for the bid results for energy aggregation and urge all residents to be patient until we advise you, do not enroll. I would continue pursuing a medical health care village and senior service and youth center. Maybe we can contact Ocean County Commissioners for county grants. Thank you, madam president, and God Bless America and the residents of Manchester Township!

**Mr. Wallis** – Thank you Tracey for Manchester Day, especially ordering great weather, and also thank you EMS, DPW and the Police.

**Mrs. Conniff** – Thank you to everyone that made Manchester Day a huge event. Especially all the hard work and appreciation to all. Congratulations John McGuire, the award is well deserved. Congratulations Artie Cronk.

**Mayor Hankins** – Manchester Day was a huge success.

**Chief Ellis** – I hope everyone had a safe 4<sup>th</sup> of July. Our officers were very busy. Congratulations to John McGuire and I wish him well. August is our youth camp sponsored by PAL and Little League. It is free for residents to play ball.

## **PUBLIC:**

Frank Novick – Hangar Road – Regarding ordinance #25-20. There was no public comment. When is the next meeting it will be heard and we will be notified?

Council President Conniff – No, the ordinance is tabled indefinitely. It will not be heard this year. If they decide to reintroduce next year, you will be notified.

Maureen Martine – Constitution Blvd. – I have been identified as a whistle blower in my community because I reported all the issues of the HOA over the years; misuse of funds and no permits for work. When I came home the other day, my window was open, and there was a footprint. I live in Crestwood Village 3. I called the police and they came out and made a report, but when does it stop. Then on another day, I had to call the police again because my window was open again. The police had to go into my house with guns drawn to make sure no one was inside. My window does not lock because it is warped. Also, I came here for a meeting with Gary Sylvester regarding work being done without permits, are there any updates?

Carl – Judy in the Mayor's office gave you a form for DCA for misappropriations. That is a state issue, we have no jurisdiction with funds.

Lauren Staiger – I would suggest setting up another meeting with Gary, since we didn't know you were coming tonight, and we don't have the answers for you.

Maureen –When will this stop, I fear for my life.

Chief Ellis– Capt. Vega will speak with you after the meeting.

Laura Mezzoline – Quaker Lane – After the meeting we had, we submitted all paperwork, but we have not heard back from anyone. I now have Comfort Partners coming to do the work; insulation, ripping out the old and replacing it. They work through Honeywell. The cost is based on income. She handed an estimated contract to the Municipal Clerk. Since the HOA now wants to come and repair the beam under my house, do they have permits? They said they will add a new beam to the old one and add jacks, but shouldn't the beam be

totally replaced. They want to come tomorrow morning at 9:30 am. Do they have permits, and will they ruin what work that was done already?

Joe Markowski – Eleanor Rd. – Question on #25-27, are you just adding a new use?  
Carl – yes.

Gail Apgar – Columbus Blvd. – Question to Chief. The cameras at the traffic lights, do they take pictures?  
Chief – No. They are infrared, which determines the lights’ timing. Only DOT cameras, which we have three in town.

Gail – I ask because at the Coordinating Council meeting, the speak was from FLOCK was pushing cameras. He kept saying, speak to the Mayor for cameras in the community.

### **EXECUTIVE SESSION**

#### **#25-293 - 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**

Councilman Vaccaro made a motion to close public session and go into executive session at 6:48 p.m. seconded by Councilwoman Drake and approved upon the following roll call: Councilmembers Drake, Vaccaro, Wallis, and Conniff, yea. Absent: Zolezi

Councilman Vaccaro made a motion to closed executive session and go back into public at 7:59 pm, seconded by Councilwoman Drake and approved upon the following roll call: Councilmembers Drake, Vaccaro, Wallis, and Conniff, yea. Absent: Zolezi

Teri asked for a motion to included Resolution #25-298 to the agenda.

Councilman Wallis made a motion to include #25-298 to the agenda, seconded by Councilwoman Drake and approved upon the following roll call: Councilmembers Drake, Vaccaro, Wallis, and Conniff, yea. Absent: Zolezi

### **ADD ON RESOLUTIONS**

#### **#25-294 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE TOWNSHIP OF MANCHESTER AND SUPERIOR OFFICERS’ ASSOCIATION LOCAL 246-A**

Councilman Vaccaro made a motion to approve seconded by Councilwoman Drake. Roll Call: Councilmembers Vaccaro, Drake, Wallis, and Conniff; yea. Absent: Zolezi

#### **#25-295 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF AN EMPLOYMENT AGREEMENT WITH GREGORY KYRIAKAKIS AS POLICE CONFIDENTIAL AIDE**

Councilman Vaccaro made a motion to approve seconded by Councilwoman Drake. Roll Call: Councilmembers Vaccaro, Drake, Wallis, and Conniff; yea. Absent: Zolezi

#### **#25-296 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF AN EMPLOYMENT AGREEMENT WITH ERIC SKIECZIUS AS COMMAND SUPPORT ASSISTANT**

Councilwoman Drake made a motion to approve seconded by Councilman Vaccaro. Roll Call: Councilmembers Vaccaro, Drake, Wallis, and Conniff; yea. Absent: Zolezi

#### **#25-297 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF AN EMPLOYMENT AGREEMENT WITH MICHAEL LYNCH, JOHN BARCUS, CHRIS WALZAK, AND JAMES TETZLAFF AS POLICE SUPPORT AIDES**

Councilwoman Drake made a motion to approve seconded by Councilman Wallis. Roll Call: Councilmembers Vaccaro, Drake, Wallis, and Conniff; yea. Absent: Zolezi

#### **#25-298 – RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE DOT GRANT FOR CONGASIA ROAD**

Councilman Vaccaro made a motion to approve seconded by Councilman Wallis. Roll Call: Councilmembers Vaccaro, Drake, Wallis, and Conniff; yea. Absent: Zolezi

There being no further comments or business to come before Council at this time, motion to close public and adjourn meeting at 8:02 p.m. upon a motion by Councilman Vaccaro, seconded by Councilwoman Drake and approved by the following Roll call vote: Councilmembers Drake, Vaccaro, Wallis, and Conniff; yea. Absent: Zolezi

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Roxanne Conniff  
President

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Teri Giercyk, RMC/CMC  
Municipal Clerk

7/28/2025  
Date Approved