

**MANCHESTER TOWNSHIP  
REGULAR MEETING MINUTES  
November 24, 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	- absent
Councilwoman Michele Zolezi	- present
Councilwoman Roxy Conniff	- present

The Municipal Clerk noted for the record that also present were Township Attorney Lauren Staiger, Mayor Hankins, Administrator Carl Block, Chief Ellis, and Capt. Vega.

**AUDIT**

**#25-455** - Approving the Corrective Action Plan for Calendar Year Audit 2025 was offered upon a motion made by Councilman Vaccaro, seconded by Councilwoman Zolezi and approved by the following roll call vote: Councilmembers Drake, Vaccaro, Zolezi and Conniff; yea. Absent: Wallis.

**APPROVAL OF MINUTES**

The regular and executive meeting minutes from November 10, 2025, were offered upon a motion by Councilman Vaccaro, seconded by Councilwoman Zolezi and approved by the following roll call vote: Councilmembers Drake, Vaccaro, Zolezi and Conniff; yea. Absent: Wallis.

**SUBMISSION OF BILLS**

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

**#25-456** – Authorizing payment of bills from the Current Fund in the amount of \$3,727,363.11 was offered by Councilman Vaccaro, seconded by Councilwoman Drake and approved by the following roll call vote: Councilmembers Drake, Vaccaro, Zolezi, and Conniff; yea. Abstain: Zolezi ck# 2982 - \$219,473.68. Absent: Wallis

**#25-457** – Authorizing payment of bills from the Eastern Service Area in the amount of \$886,349.46 was offered by Councilman Vaccaro, seconded by Councilwoman Drake and approved by the following roll call vote: Councilmembers Drake, Vaccaro, Zolezi and Conniff; yea. Absent: Wallis.

**#25-458** – Authorizing payment of bills from the Western Service Area in the amount of \$117,844.05 was offered by Councilman Vaccaro, seconded by Councilwoman Drake and approved by the following roll call vote: Councilmembers Drake, Vaccaro, Zolezi and Conniff; yea. Absent: Wallis.

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

**#25-43 -ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE SALE OF BLOCK 1.63, LOTS 1-4 ON THE MUNICIPAL TAX MAP TO GOLD EAGLE ENTERPRISES IN ACCORDANCE WITH THE PROVISIONS OF N.J.S.A. 40A:12-13; 1101 THIRD AVENUE (\$370,000.00)**

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 Councilwoman Drake. Roll Call: Councilmembers Drake, Vaccaro, Zolezi and Conniff; yea. Absent: Wallis.

**#25-44 - ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE PURCHASE OF BLOCK 4, LOT 2249 ON THE MUNICIPAL TAX MAP FROM STAVOLA REALTY COMPANY IN ACCORDANCE WITH THE PROVISIONS OF N.J.S.A. 40A:12-11 (HARRIET AVENUE; \$7,700.00)**

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 Councilwoman Zolezi. Roll Call: Councilmembers Drake, Vaccaro, Zolezi and Conniff; yea.

Absent: Wallis.

**ORDINANCES – First Reading & Introduction**

**#25-45 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, GRANTING RENEWAL OF MUNICIPAL CONSENT TO COMCAST OF NEW JERSEY, LLC. TO CONSTRUCT, CONNECT, OPERATE AND MAINTAIN A CABLE TELEVISION AND COMMUNICATIONS SYSTEM IN THE MUNICIPALITY OF MANCHESTER, OCEAN COUNTY, NEW JERSEY**

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 Councilwoman Drake. Roll Call: Councilmembers Drake, Vaccaro, Zolezi and Conniff; yea. Absent: Wallis.

**#25-46 - ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE ACCEPTANCE OF THE DONATION OF BLOCK 1.123, LOTS 11, 12 & 13 TO THE TOWNSHIP PURSUANT TO THE PROVISIONS OF N.J.S.A. 40A:12-5**

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 Councilwoman Drake. Roll Call: Councilmembers Drake, Vaccaro, Zolezi and Conniff; yea. Absent: Wallis.

**#25-47 - ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING CERTAIN SECTIONS OF CHAPTER 430 OF THE TOWNSHIP CODE, ENTITLED “WATER AND SEWER”.**

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 Councilwoman Drake. Roll Call: Councilmembers Drake, Vaccaro, Zolezi and Conniff; yea. Absent: Wallis.

**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 #25-459 – #25-468 were considered routine by the Manchester Township Council and were enacted by one motion offered by Councilman Vaccaro, seconded by Councilwoman Zolezi and adopted by the following roll call vote: Councilmembers Drake, Vaccaro, Zolezi, and Conniff; yea. Absent: Wallis**

**A. PURCHASING**

**#25-459 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE SERVICE AGREEMENT WITH MOTOROLA SOLUTIONS THROUGH NEW JERSEY STATE CONTRACT 83909/ T0109**

**#25-460 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING CONTRACT THROUGH NEW JERSEY COOPERATIVE PURCHASING ALLIANCE SYSTEM #206BCPS – FOR TWO (2) POLICE MOTORCYCLES AND**

**B. BONDS/ESCROWS**

**#25- 461 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, RELEASING ESCROWS POSTED FOR PULTE HOMES, AKA THE RETREAT AT RIVER POINTE)**

**C. FINANCE**

**#25-462 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE CHIEF FINANCIAL OFFICER TO MAKE TRANSFERS BETWEEN APPROPRIATIONS IN THE 2025 CALENDAR YEAR BUDGET**

**D. LEGISLATION**

**#25-463 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, OPPOSING THE STATE OF NEW JERSEY'S MISAPPROPRIATION OF 9-1-1 SYSTEM FEES**

**E. CONTRACTS/AGREEMENTS**

**#25- 464 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A SHARED SERVICE AGREEMENT WITH OCEAN COUNTY FOR FY2026 CHILD PASSENGER RESTRAINT PROGRAM**

**#25-465 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A SCHEDULE 'C' AGREEMENT WITH OCEAN COUNTY**

**#25-466 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, APPROVING THE 2025 PINE LAKE PARK DRAINAGE IMPROVEMENTS – CHANGE ORDER #1**

**#25-467 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING A FAIR AND OPEN CONTRACT TO SCHERER DESIGN GROUP LLC (SDG) FOR RFP # 25-02, MANCHESTER TOWNSHIP 700 MHz P25 RADIO SYSTEM RFP ARCHITECTURAL AND ENGINEERING VENDOR ANALYSIS**

**#25-468 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A CONTRACT WITH GOLD SEAL ENTERPRISES FOR THE SALE OF BLOCK 1.63 LOTS 1-4 (1101 THIRD AVENUE \$370,000.00)**

**REPORTS:**

**Ms. Conniff** – Happy Holidays! I hope you have fun with family and friends.

**Mrs. Drake** – Earth Day is November 13<sup>th</sup>. 12/6 starts Ridgeway Fire Company's Christmas tree sale. 12/6 and 12/7 Run with Santa.

**Mr. Vaccaro** – Thank you madam president, and as always, a warm welcome and thank you for your attendance, continue concern and interest in the management of Manchester Township, known as the Gemstone of the Jersey Shore, bar none. The Veteran's Day ceremony was one of the best ceremonies over the years. Manchester Township High School also had a Veteran's Day ceremony. 11/12 & 11/19 I attended the wellness program (WISE). On 11/14 there was a ceremony on Cherry Street where a home was gifted to an honored veteran. Two more homes are planned for Cherry Street.

On 11/17 – myself and Council President Conniff attended the bi-weekly meeting. 11/20 – I attended a special Zoning Board meeting. 11/21 – I reviewed bills with Councilwoman Drake. 11/24 – I attended with the mayor and Ms. Conniff the master plan meeting. Also, on 11/24 – Councilwoman Drake attended the Coordinating Council meeting.

Quick notes, Council and Administration should consider stimulating new growth and shift the tax burden from residents to commercial. As we continue to grow, continue to keep Manchester rural. I encourage residents to shop locally. I would like to restart the Shop Locally program and continue with growth of new businesses.

Manchester Township consider market, attract and pursue a much-needed medical health village and senior center and youth center. Thank you, madam president, and God Bless America and the residents of Manchester Township!

**Ms. Zolezi** – I appreciate Councilman Vaccaro’s vigor. Manchester has the largest population of veterans. The Manchester ceremony was fabulous. If you haven’t been, I encourage you to attend. Manchester Township High School also had a Veteran’s Day ceremony. With the NJ League of Municipalities last week, Manchester Township received an award for work at Tuskegee Park. Congratulations to everyone who worked on that. The recreational department is having Christmas in the Pines on December 6th. I encourage everyone to attend. It is a wonderful event. Lastly, Happy Thanksgiving and whatever holiday you are celebrating.

**Mrs. Conniff** – Reminder, December 15<sup>th</sup> is the last meeting of the year. December 6<sup>th</sup> is Christmas in the Pines at Harry Wright Lake. Also, December 3<sup>rd</sup> is the County Tree Lighting.

**Ms. Zolezi** – Kevin’s Kids looking for donations.

**Mayor Hankins** – At the league, Manchester Township received an honor from Sustainable New Jersey program. The fire department helped the school out with the Gifted and Talented students were doing with an egg drop project.

**Ms. Drake** – I attended the Coordinating Council meeting today and Judy Noonan was honored for her work and help with the seniors, and she was given flowers.

**Chief Ellis** – Happy Holidays to everyone. Sometimes holidays are difficult. Be thankful. No Shave November is almost over. Some can continue with donations. I attended a ceremony last Monday for Crash Safety Week. Over the weekend, I attended with other officers a Police PBA Valor Awards ceremony. Manchester Township received a Silver Award for Officer Anderson and Officer Greenwood’s work. Today, Manchester attended the Law and Public Safety event at the Ocean County College. We brought our K-9, and he was a big hit. Lakewood police department was very jealous. Goal Zero this Wednesday. It is a statewide event from 3 – 7pm. This past Wednesday in the rain, we had officers go out and had 67 stops and issued 38 summonses. We have the greatest officers.

**PUBLIC:**

Judy Noonan – Stonybrook – There is a new senate bill #S54751. Sponsored by Senator Singer and it should move fast as both sides agree with it. It is a bill to protect homeowners’ deeds with an alert system on certain documents. I will be helping deliver meals on Wednesday. Someone Cares hands out meals every year. We have been trying to get an Aldi’s in Whiting. The seniors need a place to get food at a reasonable price. Stop and Shop is at least a dollar per item more than anywhere else, and with Starbucks closing, it is not good. I had a petition with over 2000 signatures and I would like to continue with that. I thank the mayor for allowing me to continue pursuing this. I would like to have a little convention to show that people need someone to go and shop. Lastly, we have the best police and the best-looking officers. Happy Thanksgiving.

Ms. Drake to Chief Ellis – Can someone sponsor for No Shave?

Chief Ellis - Yes, there is a website to go on.

There being no further comments or business to come before Council at this time, motion to close public and adjourn meeting at 6:34 p.m. upon a motion by Councilman Vaccaro, seconded by Councilwoman Zolezi and approved by the following Roll call vote: Councilmembers Drake, Vaccaro, Zolezi and Conniff; yea. Absent: Wallis

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James A. Vaccaro, Sr.  
Vice President

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Teri Giercyk, RMC/CMC  
Municipal Clerk

12/15/2025  
Date Approved