

RENT LEVELING BOARD REGULAR MEETING MINUTES
MANCHESTER TOWNSHIP
March 3, 2026
5:30 PM

1. CALL TO ORDER CHAIRMEN’S STATEMENT READ BY CHARMAN KERSTEIN:

Good evening and welcome to the Manchester Township Rent Leveling Board Meeting, being held here at the Municipal Building, 1 Colonial Drive on March 3, 2026 at 5:30 pm. This meeting is quasi-judicial proceeding. Any questions or comments must be limited to issues that are relevant to what the board may legally consider in reaching a decision, and decorum appropriate to such a meeting must be maintained at all times. Any yelling, talking over each other, and/or vulgar language will not be tolerated. This meeting shall end at 7pm unless a majority of the board agrees to continue.

2. SALUTE THE FLAG: The Pledge of Allegiance was repeated.

3. SUNSHINE LAW STATEMENT READ BY SECRETARY DONOVAN:

Adequate Notice of this meeting was provided in accordance with The Open Public Meeting Act, Pursuant To Public Law 1975, Chapter 231. Said notice was advertised in The Asbury Park Press, Star Ledger, and posted on our township website.

5. OATH OF OFFICE: Brad Cranmer serving a 1 year term was appointed to the Rent Leveling Board for a new term, sworn in by Debra Rumpf, Board Attorney.

4. ROLL CALL:

Mr. Andrew Kerstein	Chairperson	Present
Mr. Mark Kasiewniak	Vice Chairperson	Present
Mr. Brad Cranmer	Member	Present
Ms. Nina Charlton	Member	Present
Ms. Chris Ciampa	Member	Absent
Ms. Diane Oresto	Alternate Member	Present
Ms. Kim Kavanagh	Alternate Member	Present
Board Attorney- Debra Rumpf		Present
Board Accountant- Carmen Memoli		Present

5. MINUTES-

a. Review and Approval of January 29th, 2026, Re-organization Meeting minutes

Mr. Kerstein stated the January 29th meeting minutes were previously distributed and asked for a motion to be made.

Mr. Kasiewniak made a motion to approve the Re-organization Meeting minutes, Ms. Charlton seconded the motion.

Roll Call: Mr. Kerstein – yes, Mr. Kasiewniak – yes, Mr. Cranmer – yes, Ms. Charlton- yes, Ms. Oresto- yes

All in favor, none opposed
Motion Carried

b. Review and Approval of January 29th, 2026 Regular Meeting minutes

Mr. Kerstein asked for a motion to be made regarding January 29th Regular meeting minutes.

Mr. Kasiewniak made a motion to approve the Re-organization Meeting minutes, Ms. Oresto seconded the motion.

Roll Call: Mr. Kerstein – yes, Mr. Kasiewniak – yes, Mr. Cranmer – yes, Ms. Charlton- yes, Ms. Oresto- yes

All in favor, none opposed
Motion Carried

6. BILLS-

a. Rumpf Law PC - Invoice # 19186

Mr. Kerstein reviewed Rumpf Law PC bill, stating the dates billed from December 18th, 2025 to February 18, 2026, for a sum of \$787.00, and asked for a motion to be made.

Ms. Oresto made a motion to approve; Ms. Charlton seconded the motion.

Roll Call: Mr. Kerstein – yes, Mr. Kasiewniak – yes, Mr. Cranmer – yes, Ms. Charlton- yes, Ms. Oresto- yes

All in favor, none opposed
Motion Carried

7. NOTICES- Mr. Kerstein stated that the notices have been received and distributed.

9. APPLICATION – PINE RIDGE SOUTH – TAX PASS THROUGH 2026

Mr. Kerstein stated this was a question brought up by a resident of Pine Ridge South regarding the tax pass-through of 2026. The letter and the response letter from the Pine Ridge South attorney were included in the packet. Mr. Kerstein asked if there were any questions regarding the attorney's response.

Ms. Rumpf stated that she understands why Mr. and Ms. Mascola (Resident) are questioning why they did not receive the tax decrease. However, as Mr. Hanlon (Attorney) states in his letter to the Vice Chairman, the statute specifies that it is based on taxes actually paid.

10. PUBLIC COMMENTS-

Mr. Kerstein stated there is no public for public comment, however, he asked the board if they had any questions.

Ms. Kavanagh asked if she was supposed to do her Oath of Office.

Mr. Kerstein stated her term was not up yet.

10. ADJOURNMENT-

Mr. Kerstein asked for a motion to adjourn.

Mr. Kasiwinski made a motion to adjourn, Mr. Cranmer seconded the motion

All in favor, none opposed

Motion Carried

End 5:42

**Meeting minutes prepared by:
Brenda Donovan, Board Secretary**