

**BOROUGH OF SHREWSBURY
MUNICIPAL COMPLEX
MAYOR & COUNCIL**

NOVEMBER 18, 2019

Meeting Called to Order

Mayor Anderson called the meeting to order at 7:00pm and read the Presiding Officer's Statement.

Presiding Officer's Statement

The Notice Requirements provided for in the Open Public Meetings Act have been satisfied. Notice of this meeting was properly given by transmission to the Asbury Park Press and the Two River Times and by posting on the bulletin board in the Municipal Building on January 4, 2019 by the Municipal Clerk.

Roll Call

Present: Councilwoman Deidre DerAsadourian
Councilman Jeff DeSalvo
Councilman Don Eddy
Councilwoman Kim Doran Eulner
Councilman Brendan Gilmartin
Councilman Jason Sena

Also Present: Mayor Erik Anderson
Bruce Padula, Borough Attorney
Maureen L. Muttie, Clerk/Interim Administrator

Absent: None

Salute to Flag

Led by Mayor Erik Anderson.

Approval of Minutes

Councilman DeSalvo motioned to approve the minutes of September 16, 2019 and October 21, 2019, seconded by Councilwoman Eulner and approved by the following vote:

Ayes: DerAsadourian, DeSalvo, Eddy, Eulner, Gilmartin and Sena
Nays: None
Abstain: None

Resolutions

Councilman DeSalvo commented this resolution awards the contract for the 2019 Roadway Improvement Program which covers East End and Court Drive. Councilman DeSalvo spoke with the Borough Engineer earlier in the day and L&L Paving is ready to start right away.

Councilman DeSalvo motioned to approve Resolution 2019-147, seconded by Councilman Sena and approved by the following roll call vote:

Ayes: DerAsadourian, DeSalvo, Eddy, Eulner, Gilmartin and Sena
Nays: None
Abstain: None

**2019-147 - RESOLUTION AWARDING CONTRACT FOR 2019 ROADWAY
IMPROVEMENT PROGRAM**

WHEREAS, the Borough of Shrewsbury advertised for bids for a certain construction project known as 2019 Roadway Improvement Program; and

WHEREAS, bids were opened and publicly read aloud on November 13, 2019 at 3:00 PM. Five (5) bids were received as follows:

<u>BIDDER</u>	<u>AMOUNT BID</u>
L&L Paving Company, Inc	\$348,850.00
Fiore Paving	\$387,480.25
Lancha Construction Corp.	\$388,559.38
Earle Asphalt	\$414,613.13
A. Takton Concrete Corp.	\$458,405.00 *
	*Corrected total

WHEREAS, the Borough Engineer reviewed the bids and has determined that the bid submitted by L&L Paving Company, Inc was the lowest responsible bid, said bid having also been found to comply with all requirements after having been reviewed by the Borough Attorney; and

WHEREAS, the Borough Engineer has reviewed the bids and determined that the lowest responsible bid submitted by L&L Paving Company, Inc. is in conformance with the bid documents, and contains documentation that L&L Paving Company, Inc possesses the manpower and equipment necessary to complete the scope of work within the allotted timeframe contained in this contract; and

WHEREAS, the Governing Body of the Borough of Shrewsbury acting on the advice of the Borough Engineer, does hereby make a finding that the bid submitted by L&L Paving Company, Inc does best serve the interest of the municipality; and

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Shrewsbury does hereby award a construction contract for the project known as 2019 Roadway Improvement Program in the Borough of Shrewsbury, County of Monmouth to L&L Paving Company, Inc, Farmingdale, NJ in the amount of \$348,850.00; and

BE IT FURTHER RESOLVED that the presiding officer of this body be and is hereby directed to sign for on its behalf the contract in the prescribed form for said construction and that the Clerk of this body be and is hereby directed to sign and seal said contract with the corporate seal of this body and attest to same.

Consent Agenda

Councilman Sena motioned to approve the Consent Agenda, seconded by Councilwoman Eulner and approved by the following roll call vote:

Ayes: DerAsadourian, DeSalvo, Eddy, Eulner, Gilmartin and Sena
Nays: None
Abstain: None

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2019-148 - RESOLUTION WITH REGARD TO THE TRANSFER OF FUNDS NO. 1

WHEREAS, N.J.S.A. 40A: 4-58 provides for appropriation transfers during the last (2) months of any fiscal year, when it has been determined that it is necessary to expend for any of the purposes specified in the budget an amount in excess of the sum appropriated therefore, and where it has been further determined that there is an excess in any appropriation over and above the amount deemed to be necessary to fulfill the purpose of such appropriation.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Shrewsbury, County of Monmouth, State of New Jersey, no less than two thirds of the full majority concurring, that the Treasurer be and is hereby authorized to make transfers among the 2019 budget appropriations in accordance with the attached schedule.

	<u>TO</u>	<u>FROM</u>
Administration - OE	\$ 10,000.00	
Assessor - OE	\$ 1,000.00	
Construction - SW	\$ 10,000.00	
Fire - OE	\$ 9,000.00	
Court - SW	\$ 5,000.00	
Landfill - OE	\$ 25,000.00	
Insurance Other - OE	\$ 500.00	
Police - OE	\$ 20,000.00	
Total:	\$ 80,500.00	
Employee Group Insurance		\$ 80,500.00
Total:		\$ 80,500.00

**2019-149 - AUTHORIZING THE FINANCE OFFICER TO CANCEL GRANT APPROPRIATION
RESERVES AGAINST GRANTS RECEIVABLE, SURPLUS AND SUCH OTHER
ACCOUNTS AS APPROPRIATE**

WHEREAS, the Chief Finance Officer has informed the Borough Council of the need to cancel grant appropriations prior to year-end; and

WHEREAS, the following grants are complete, and the appropriation balances no longer needed to be maintained on the books and records of the Borough of Shrewsbury; and

WHEREAS, the Chief Finance Officer recommends that the following adjustments to the books and records of the Borough be made.

NOW THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Shrewsbury, that the adjustments, appearing below, being a permanent part hereto, are hereby made.

CANCELING GRANTS

NAME OF GRANT	APPROPRIATION	RECEIVABLE	CANCEL TO OPERATIONS
Hazardous Materials Emergency Preparedness 18	2,505.25	1,188.52	1,316.73
Hazardous Materials Emergency Preparedness 19	2,023.22	818.09	1,205.13
TOTAL	4,528.47	2,006.61	2,521.86

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**2019-150 - AUTHORIZING THE CERTIFIED MUNICIPAL FINANCE OFFICER TO CANCEL
BOROUGH CHECKS, OUTSTANDING FOR A PERIOD IN EXCESS OF SIX MONTHS,
TO SURPLUS OR SUCH OTHER ACCOUNT AS DEEMED APPROPRIATE**

WHEREAS, the Finance Officer has informed the Borough Council of the need for formal approval of the process for the cancellation of outstanding checks; and

WHEREAS, all the situations that may arise for which checks may be left outstanding, for periods in excess of six months, are as follows:

Check #1054 Amount \$496.15

WHEREAS, the Finance Officer has the appropriate professional knowledge to determine where the proceeds from such cancelled checks should be placed.

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Shrewsbury, that the Finance Officer is hereby authorized to cancel checks, written against the Borough and outstanding for a period in excess of six (6) months, to Surplus or such other account as deemed appropriate.

**2019-151 - RESOLUTION AUTHORIZING CONSENT TO SUBLEASE A PORTION
OF THE WIRELESS ANTENNA TOWER LOCATED AT
419 SYCAMORE AVENUE, SHREWSBURY, NEW JERSEY**

WHEREAS, the Borough, as Lessor, is party to a lease agreement dated September 23, 2002 concerning the wireless tower located at 419 Sycamore Avenue; and

WHEREAS, Paragraph 20 of that lease provides that, in the event of collocation, the Lessee must obtain consent of the Lessor to sublease portions of the tower; and

WHEREAS, by letter dated June 3, Crown Castle, who operates the site on behalf of Lessee, requested consent to sublease a portion of the tower to AT&T; and

WHEREAS, Crown Castle provided the Borough with a structural modification report; and

WHEREAS, on or about July 24, 2019, the Borough Engineer reviewed the structural modification report and determined that no further approvals are needed; and

WHEREAS, the Borough wishes to approve the consent agreement.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Shrewsbury that the Borough consents to the sublease with AT&T, as described in the June 3, 2019 correspondence from Crown Castle to the Borough; and

BE IT FURTHER RESOLVED that the Borough Council authorizes and directs the Borough Administrator to sign the June 3, 2019 consent agreement on behalf of the Borough.

**2019-152 - RESOLUTION APPROVING THE BILL LIST FOR NOVEMBER 18, 2019 AND
AUTHORIZING PAYMENT OF BILLS**

WHEREAS, the Borough of Shrewsbury received certain claims against it by way of voucher in the amount of \$161,897.05 for the period ending November 18, 2019; and

WHEREAS, the Borough Council has reviewed the aforementioned claims.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Shrewsbury that the attached claims are hereby approved for payment.

BE IT FURTHER RESOLVED, that a copy of this Resolution be given to the Chief Financial Officer.

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Reports of Council

Councilwoman DerAsadourian

- Councilwoman DerAsadourian had no report.

Councilman DeSalvo

- Councilman DeSalvo had no report.

Councilwoman Eddy

- Councilman Eddy reported budget discussions with departments start tomorrow morning at 8:00am starting with First Aid and Fire. The other departments will follow in early December.
- Committee Chairs are reminded that if their respective groups have capital requests, they will have to do their due diligent in explaining why the Borough should invest in the request in upcoming fiscal year.
- Regarding technology, much progress is being made to the new OEM/Meeting Room. The flooring, painting and most of the wiring is completed and we are waiting on delivery of the conference table.
- Regarding CivicReady, Councilman Eddy has confirmed with Brent MacConnell the school's intended participation. The contract will be signed this week and a training schedule will be set up.
- The Local Emergency Planning Committee (LEPC) has discussed with the Fire Department about creating a plan on sharing the Drone with other departments. The LEPC is also working on a program to have the assisted living facilities invest in obtaining more stair chairs.

Councilwoman Doran Eulner

- Councilwoman Doran Eulner reported the Fire Department had 19 calls in October and a total of 308-man hours.
- The floor installation is to commence this week in the Fire House. The fire trucks are temporarily housed within the DPW garage except for one vehicle which is to be kept at the Fire House.
- First Aid had 51 dispatched calls in October – 43 were in town and 8 were out of town.
- The Shade Tree Commission held a Pruning Seminar for residents this past Saturday. It was well attended considering this is a new program. The Shade Tree Commission plans on holding the seminar again in October 2020.
- The Shrewsbury Community Garden has officially closed for the season.
- Councilwoman Doran Eulner attended the Homesteader's Meeting last week and she announced they are holding a happy hour on Thursday, December 5th at the Oceanport Marina. All are welcome!

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Councilman Gilmartin

- Councilman Gilmartin reported soccer just wrapped up for the season. There are some goals still out on Manson Field – DPW will remove the goals off the field and put them away as time permits.
- Recreation is now underway with volleyball, street hockey and flag football. Manson Field is being used for the older children and Sickles Park is being used for the 3rd and 4th graders.
- Councilman Gilmartin is excited to report that Robert Lynch of Park Avenue will be stepping up to take over as Chairperson of the Recreation Committee effective in 2020. Robert Lynch will be succeeding Mike Goldberg who has served for the last three years. All is looking forward to seeing Robert Lynch taking over the helm.

Councilman Sena

- Councilman Sena reported he attended the Environmental Commission Meeting last week. There were lengthy discussions at this meeting regarding a general ban on single use plastics. Some residents were going around to have people sign a petition, to which Councilman Sena explained to the Commission that with our form of government it is best to write a letter to the governing body with recommendations for consideration. The next Environmental Commission Meeting is in January.

Mayor's Report

- Mayor Anderson reported he attended the Homesteader's Meeting with Councilwoman Eulner. It was a productive meeting whereby the Mayor answered many questions the Homesteaders had such as liquor licensing and vacant properties.

Clerk/Administrator's Report

- Ms. Muttie had no report.

Open the Floor to the Public

Mayor Anderson opened the floor to the public.

Marge Clark, 213 Garden Road – Ms. Clark congratulated the Councilmembers who were reelected to another term.

Ms. Clark mentioned she noticed a stop sign in Atlantic Highlands that would work on White Street to help non-residents who aren't on this road often notice the stop sign better. It is Stop Sign that blinks. Ms. Clark also referenced the Solar Speed Sign on Patterson Avenue, and recommended that if it wasn't stationary perhaps moving it to White Street would help. Councilman DeSalvo agreed and informed Ms. Clark that the Council has already budgeted to order additional signs next year.

After the last Council Meeting Ms. Clark spoke with Councilman Eddy and asked how the council would feel about a resident reaching out to the state regarding the traffic light on Highway 35 and White Street. Ms. Clark commented she reached out to Senator Gopal, after speaking with the Senator's office, they explained that the DOT was contacted and that there was

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no update to give. Ms. Clark understood that it is a process, but she wanted to share her findings with the council.

Close the Floor to the Public

With no one else wishing to speak, the floor was closed to the public.

Move into Executive Session – No Action Will be Taken After

Council moved into Executive Session at 7:19. No action will be taken after.

Attest: _____
Maureen L. Muttie, RMC, CMC
Municipal Clerk

Approve: _____
Erik Anderson
Mayor