

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

September 3, 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
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: Councilman Donald Eddy

Salute to Flag

Led by Mayor Erik Anderson

Presentation

*Two Rivers Water Reclamation Authority Future Project
Barry Berdahl, Shrewsbury Sewer Commissioner and TRWRA Chairman
Michael Gianforte, Executive Director*

Barry Berdahl introduced himself as the Shrewsbury Sewer Commissioner and TRWRA Chairperson. Mr. Berdahl reported that the TRWRA is one of the most stable financial regional sewerage authorities around the state. He further commented the TRWRA have been making major improvements on the infrastructure. Mr. Berdahl commented the TRWRA is running well due to the excellent work of Executive Director, Michael Gianforte. Mr. Berdahl introduced Mr. Gianforte and asked him to talk about the TRWRA Future Project.

Mr. Gianforte reported the Two Rivers Water Reclamation Authority (TRWRA) is in the process of finalizing a contract for the design and replacement of the Main Interceptor that runs under Pleasure Bay from Oceanport to Monmouth Beach and a new Main Pumping Station (MPS) that will be located on TRWRA's property. This interceptor carries 70 to 80% of the flow in TRWRA's service area and includes 10 of the 12 towns they serve. It is showing minor symptoms of deterioration and a potential sag and was not expected to last more than 50 years.

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The Main Pumping Station has exceeded its useful life expectancy (50 years) and needs to be replaced, also, besides being damaged in Super Storm Sandy and being located now in a residential area. The project is scheduled to last from now until sometime in 2024 and cost upwards of \$50 million. The potential construction impacts should be limited to Boy Scout Park in Oceanport and the vicinity of the Plant in Monmouth Beach. TRWRA's intent is to tunnel under Pleasure Bay and much of the approach to the Plant in Monmouth Beach to minimize potential impacts. There will be no physical effects on Shrewsbury, and he believes no fiscal effects either. TRWRA plan to obtain no interest loan(s) from the State to finance the project and do not anticipate any increase in user rates now and in the future based on the extraordinary solvency of the TRWRA.

Mayor Anderson asked if there were any questions from the public regarding this presentation and there were none. Mayor Anderson thanked Mr. Berdahl and Mr. Gianforte for attending this evening and for providing this update.

Consent Agenda

Councilman DeSalvo motioned to remove Resolutions 2019-111 and 2019-112 from the Consent Agenda, seconded by Councilwoman Eulner with ayes by all Councilmembers present. These resolutions were removed from the Consent Agenda for Councilman Eddy, who is not present this evening, to have a chance to review.

Councilwoman Eulner motioned to approve the Consent Agenda (except for resolutions 2019-111 and 2019-112), seconded by Councilman DeSalvo and approved by the following roll call vote:

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

2019-110 - RESOLUTION TO ACCEPT THE MUNICIPAL AUDIT REPORT FOR 2018

WHEREAS, N.J.S.A. 40A:5-4 requires the Governing Body of every local unit to have made an annual audit of its books, accounts, and financial transactions; and

WHEREAS, The Annual Report of Audit for the year 2018 has been filed by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the Governing Body; and

WHEREAS, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring the Governing Body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the Governing Body have reviewed, as a minimum the sections of the annual audit entitled: Comments and Recommendations; and

WHEREAS, the members of the Governing Body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled: Comments and Recommendations, as evidenced by the group affidavit form of the Governing Body; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the Governing Body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the members of the local Governing Body to the penalty provisions of R.S. 52:27BB-52 - to wit:

R.S. 52:27BB-52 - "A local officer or member of a local Governing Body who, after a date fixed for compliance, fails or refuses to obey an order of the Director of Local Government Services under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Shrewsbury hereby states that it has complied with the N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Chief Financial Officer.

**2019-113 - RESOLUTION ESTABLISHING RULES FOR THE CONDUCT OF
MEETINGS OF THE MAYOR AND COUNCIL CONCERNING TIME FOR PUBLIC
COMMENT AND VIDEO RECORDING OF MEETINGS**

WHEREAS, New Jersey law permits municipalities to establish reasonable rules regarding the length of public comment at meetings of public bodies and regarding the video recording of meetings by members of the public; and

WHEREAS, for the orderly operation of its meetings, the governing body of the Borough of Shrewsbury finds that it is reasonable and necessary to establish the following rules.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the Borough of Shrewsbury hereby establishes the following rules for the orderly conduct of meetings of the Mayor and Council:

1. Public comment shall be limited to three (3) minutes per person;
2. Any person video recording a meeting of the Mayor and Council shall be permitted to use only one (1) recording device.
3. Recording devices shall be unobtrusive and not block aisles, doorways, or other means of ingress or egress into the Council Chambers;

4. Any person video recording a meeting of the Mayor and Council shall not record any person under the age of eighteen (18), unless that individual is a family member, or at the request of a family member.

**2019-114 - RESOLUTION TO HIRE JESSICA DIEHL AS A
PART-TIME FILL-IN CROSSING GUARD IN THE DEPARTMENT OF POLICE**

WHEREAS, the Borough of Shrewsbury Police Department needs Part-Time Fill-In Crossing Guards; and

WHEREAS, the Chief of Police has recommended the hiring of Jessica Diehl as a Part-Time Fill-In, Crossing Guard, with a per diem rate as prescribed by the 2019 Salary Ranges.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Shrewsbury, that Jessica Diehl be hired beginning September 5, 2019.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the Chief Financial Officer and the Police Department.

**2019-115 - RESOLUTION TO HIRE MARY RUSSELL AS A
PART-TIME FILL-IN CROSSING GUARD IN THE DEPARTMENT OF POLICE**

WHEREAS, the Borough of Shrewsbury Police Department needs Part-Time Fill-In Crossing Guards; and

WHEREAS, the Chief of Police has recommended the hiring of Mary Russell as a Part-Time Fill-In, Crossing Guard, with a per diem rate as prescribed by the 2019 Salary Ranges.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Shrewsbury, that Mary Russell be hired beginning September 5, 2019.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the Chief Financial Officer and the Police Department.

**2019-116 - RESOLUTION TO HIRE ENSIGN BISHOP AS A
PART-TIME FILL-IN CROSSING GUARD IN THE DEPARTMENT OF POLICE**

WHEREAS, the Borough of Shrewsbury Police Department needs Part-Time Fill-In Crossing Guards; and

WHEREAS, the Chief of Police has recommended the hiring of Ensign Bishop as a Part-Time Fill-In, Crossing Guard, with a per diem rate as prescribed by the 2019 Salary Ranges.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Shrewsbury, that Ensign Bishop be hired beginning September 5, 2019.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the Chief Financial Officer and the Police Department.

2019-117 - AUTHORIZATION TO CONDUCT BLOCK PARTY- HERITAGE GREENS

BE IT RESOLVED that the Mayor and the Council of the Borough of Shrewsbury does hereby approve the request for a block party to be held on Heritage Greens on Sunday, October 19, 2019, as requested on August 28, 2019 from resident Maria Marra.

**2019-118 - RESOLUTION APPROVING THE BILL LIST FOR SEPTEMBER 3, 2019 AND
AUTHORIZING PAYMENT OF BILLS**

WHEREAS, the Borough of Shrewsbury received certain claims against it by way of voucher in the amount of \$1,236,703.25 for the period ending September 3, 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

Ordinances – Second Reading/Public Hearing

Ordinance No. 2019-1066: Bond Ordinance Providing for the Acquisition of DPW Equipment/Vehicles for the Shrewsbury DPW and Appropriating \$162,000.00 Therefor and Authorizing the Issuance of \$153,900.00 Bonds and Notes to Finance a Portion of the Costs Thereof, Authorized in and by the Borough of Shrewsbury, in the County of Monmouth, New Jersey

Councilman DeSalvo explained this bond ordinance is for the purchase of a new front loader. The current front loader is over 20 years old and is coming to the end of its life span. The Finance Committee has approved this in Capital Budget.

Open the Floor to the Public

Mayor Anderson opened the floor to the public for comments.

Close the Floor to the Public

Seeing no one from the public wishing to speak, Mayor Anderson closed the floor to the public.

Motion to Adopt

Councilman DeSalvo motioned to adopt Ordinance No. 2019-1066, seconded by Councilwoman Eulner and approved by the following roll call vote:

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

Reports of Council

Councilwoman DerAsadourian

- Councilwoman DerAsadourian announced the four-way stop sign went into effect at the intersection of White Street and Robinson Place. She commented there were a few instances where cars did not see the stop sign and didn't stop. In order to bring more attention to the four-way stop, the police have put free-standing stop signs in the middle of White Street in order to alert people. The free-standing signs will remain out there for awhile until people are familiar with the new traffic pattern.
- With school about to open, Councilwoman DerAsadourian reminded the public that there is no dropping off or picking up of students behind the Shadowbrook stores. New traffic patterns at the school have also been completed.
- On October 1st, the police will be wearing new uniforms that are navy blue. These uniforms will make it more convenient to carry equipment and make it easier for our police officers.
- For the month of August, the Police had 447 motor vehicle stops, 228 motor vehicle summonses, 55 first aid calls and 15 arrests.
- Interviews for Special Class II Officers will start at the end of this week. Councilwoman DerAsadourian explained Special Class II Officers won't replace police officers; they are there to assist with matters such as traffic tickets, court security and school crossings.
- In regard to Safe Routes to School, Councilwoman DerAsadourian reported the Code Enforcement Officer is doing an inspection through the town making sure trees are trimmed back and that sidewalks are cleared of low hanging trees.
- Councilwoman DerAsadourian noted that a while ago it was approved to purchase a new Alcotest Machine, which is mandated by the state.

Councilwoman DerAsadourian motioned to approve the purchase of an Alcotest Machine for \$19,268.00, seconded by Councilman Gilmartin and approved by the following roll call vote:

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

- Councilwoman DerAsadourian recommended that within the next few council meetings, a discussion be held regarding establishing "permitted soliciting hours" and possibly draft an ordinance.

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Councilman DeSalvo

- Councilman DeSalvo met with Julius Clark, the new principal of Red Bank Regional High School, and had a productive discussion on how Shrewsbury can help him with his transitioning in his new position.
- Regarding Tech, all PCs have been upgraded to Windows 10. There is a new computer and scanner set up for digitizing records. The old mayor's office is in the process of being cleared to become an OEM/Conference Room.
- DPW is down one person due to a nonwork-related injury. He is expected to be back in mid-October. A mechanical reporting program was implemented as well as a DPW work schedule with anticipated man hours being provided on a weekly basis to the DPW Committee.
- DPW and the Borough Engineer inspected several drainage issues on some borough roads, specifically Glorney. It appears that when Route 35 and 520 were done by the County and State, the storm drains were not adequate and therefore causes a backlog of water onto borough streets. The DPW Manager will contact the County and State to address this issue.
- The Open Space Committee has met and is recommending updating some of the parks, specifically Patterson Park. Recommendations include updating the basketball courts, adding a split rail fence and adding a gazebo area as well as bringing the playground up to code. Councilwoman DerAsadourian requested to see the plans. She also requested that the bottom of the split rail fence is set to a height that will prevent soccer balls from going through.

Councilman DeSalvo made a motion to upgrade Patterson Park for a total of \$50,000 from Open Space Fund, seconded by Councilwoman Eulner and approved by the following roll call vote:

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

- Councilman DeSalvo reported the track at Manson Park needs repair. The DPW Committee would like to outsource this work and the Committee was unanimous with this decision. The track is washed out and several vendors were contacted. Stone dust will be added as well as a special application to help stop the washing out of the stone dust. Weeding and edging of the track will be completed as well.
- Councilwoman DerAsadourian asked if the maintenance of the track is being outsourced, are we selling the machine that was purchased approximately two years ago that is capable of edging the track. Councilman DeSalvo explained the machine is also used for the ball fields. Councilwoman DerAsadourian commented that we need to determine

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- going forward whether we are using our machines that were purchased for purposes such as this or outsourcing.

Councilman DeSalvo made a motion to have the track at Manson Park repaired for a cost of \$3,100.00 seconded by Councilwoman Eulner and approved by the following roll call vote:

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

- Councilman DeSalvo met with the Borough Engineer and bids are expected to be received for the Monroe Project on October 2nd and awarded at the October 7th Council Meeting.

Councilman Eddy (on behalf of Councilman Eddy, Mayor Anderson provided the following report)

- Initial request for capital projects for 2020 be submitted to the Finance Committee by September 30th to include a business case and estimated cost. Initial department budgets for 2020 by October 31st.

Councilwoman Eulner

- In August 2019 the Fire Department had 25 calls which is down from July. There were 99.25 manhours.
- Fire Department came in first place at the Adelphia Fire House Field Day events.
- The Fire Department attended the grand opening of the Lightbridge Academy along with the engine and gave the children an opportunity to see a fire truck up close which they enjoyed.
- The Fire Department did two walk throughs: One with QuickChek and the other at the new Sunrise Assisted Living building.
- In 2019, the Fire Department put in their capital budget to purchase tires for their pumper truck.

Councilwoman Eulner made a motion to approve the purchase of new tires in the amount of \$3,801.46, seconded by Councilman DeSalvo and approved by the following roll call vote:

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

- The next Shade Tree Commission meeting will be Saturday, September 14th.

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- The next Shrewsbury Community Garden is Monday, September 9th at 11:00am. In addition to donating produce grown in the Community Garden to Lunch Break, the Community Garden will donate to Monmouth Daycare Center in Red Bank.
- The solar signs that were approved last year will be installed soon. These signs will post driver's speed – if speeding the sign will say "Slow Down". If not speeding, the sign will say "Thank You". One solar sign will be posted on Patterson as well as one on Samara. Councilwoman Eulner hopes these signs will slow drivers down. Councilwoman Eulner would like to buy more of these solar signs in 2020 to place on roads where there is speeding.

Councilman Gilmartin

- Councilman Gilmartin reported the Recreation Committee is busy preparing for the upcoming soccer season. DPW did a wonderful job preparing the fields at Manson Park and Sickles Park.

Councilman Sena

- Councilman Sena reported the next SBS School Board meeting is October 15th and he plans to attend that meeting.
- The Environmental Commission had no meeting in August. The next meeting is October 9th which he will also attend.

Mayor's Report

- Mayor Anderson reported there is a vacancy on the Zoning Board, and he would like to submit Phil Carnes's name in for the Alternate Member #2 vacancy. There is an issue at times with not having enough members and he is seeking Council's approval to appoint Phil Carnes.

Councilwoman Eulner made a motion to appoint Phil Carnes to the Zoning Board as Alternate Member #2, seconded by Councilman DeSalvo and approved by the following roll call vote:

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

Clerk/Administrator's Report

- The Borough Clerk reminded Council that if they plan on attending the NJLM Conference this year in November, to please let Kerry Quinn, Deputy Clerk, know so that she can registered them.

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Open the Floor to the Public

Councilman DeSalvo made a motion to Open the Floor to the Public, seconded by Councilwoman Eulner with ayes by all Councilmembers present.

Fred Mazzucca, 10 Glorney Street – Mr. Mazzucca commented he has had more flooding on his street in the last five years than in all the previous 25 years living on this street. The flooding on his street has gotten worse since the storm drains were put in on Patterson Avenue. He was inquiring as to whether the drains are clogged. Councilman DeSalvo commented both the Borough Engineer and DPW Manager feel that is the issue. Councilman DeSalvo assured Mr. Mazzucca that the Borough is aware of it and it is being looked into. The DPW Manager is working on this and Councilman DeSalvo will follow up once they have an answer from the County and the State.

Stu Minis, 35 Thomas Avenue – Mr. Minis was under the impression that appointing Phil Carnes to the Zoning Board was a potential conflict of interest. Mayor Anderson explained that with advisement from the attorney there was no conflict. Borough Attorney Bruce Padula explained that the appearance of a conflict is very different than an actual conflict. Mr. Minis also commented that Red Bank has joined other towns in the effort of banning plastic bags and has passed an ordinance. Mr. Minis cited from Red Bank's ordinance: *"according to the EPA, over 380 billion plastic bags and wraps are used each year, approximately 40% of the bags used are single-use plastic bags, and the 380 billion plastic bags require an estimated 12 million barrels of oil to create"*. Mr. Minis stressed that things are happening and again has requested that Shrewsbury move forward to addressing the use of plastic bags.

William Van Liew, 127 North Monroe – Mr. Van Liew asked for the status of the Monroe/North Monroe Road Project. Councilman DeSalvo explained the initial delay was waiting on final approval from the State for the road closure. Councilman DeSalvo commented that bids will be received October 2nd with an award of contract at the October 7th Council Meeting. The work should be completed by Thanksgiving. Mr. Van Liew also asked if signs will be put up well in advance on Hwy 35 informing the public that Monroe will be a cut off from the Hwy 35. Councilman DeSalvo said there will be some type of notification and he will work with the Chief of Police with that. Mr. Van Liew had concerns regarding the road work that was being done on White Road recently, and the traffic congestion that it caused on Monroe/North Monroe. He expressed there needs to be better communication with the residents when road work like this will impact their streets. Mayor and Council informed him that this will be looked into and that in the future, when any resident has a concern, they need to bring it to the Borough Administrator's attention. Voicing concerns through social media will not reach the proper people to handle these issues.

Marjorie Clark, 114 Garden Road – Ms. Clark asked for a follow up regarding the light on Route 35 and Obre Place. Councilman DeSalvo said that he would follow up with the Borough Engineer and the State DOT.

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Close the Floor to the Public

Councilman DeSalvo made a motion to close the floor to the public, seconded by Councilwoman Eulner with ayes by all Councilmembers present.

Adjourn

Meeting was adjourned the meeting at 7:44pm

Attest:



Maureen L. Muttie, RMC, CMC
Municipal Clerk

Approve:



Erik Anderson
Mayor