

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

**APRIL 6, 2020**

*(Meeting Held Via Video-Teleconference due to Governor's Executive Order)*

**Meeting Called to Order**

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

**Sunshine Statement:**

The Annual 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 8, 2020 by the Municipal Clerk. In addition to the Annual Notice, notice of this video/teleconference meeting has been provided by notifying the Asbury Park Press and the Two River Times, by placing notice on the bulletin board and filing same with the Borough Clerk on April 3, 2020.

**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/ Administrator

**Salute to the Flag**

Led by Mayor Anderson

**Approval of Minutes – January 21, 2020**

Councilman Sena motioned to approve the January 21, 2020 minutes, seconded by Councilwoman Eulner and approved by the following vote:

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

**Approval of Minutes – February 3, 2020**

Councilman Sena motioned to approve the February 3, 2020 minutes, seconded by Councilwoman Eulner and approved by the following vote:

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

**Consent Agenda:**

Councilwoman DerAsadourian requested to remove resolution 2020-052 for further discussion.

Councilman DeSalvo motioned to approve the Consent Agenda (except for resolutions 2020-052), seconded by Councilwoman Eulner and approved by the following roll call vote:

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

Regarding resolution 2020-052, Councilwoman DerAsadourian reminded the council that when the referendum was passed for the LOSAP Program, it was based on forty qualifying members. The program now has over thirty members and Councilwoman DerAsadourian requested that Council keep this in mind going forward.

Councilwoman DerAsadourian motioned to approve resolution 2020-052, seconded by Councilman DeSalvo and approved by the following roll call vote:

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

**RESOLUTION 2020-048 - INCREASING YEAR 2020 TEMPORARY BUDGET APPROPRIATIONS**

**WHEREAS**, N.J.S.A. 40A:4-20 states that in addition to the temporary appropriations necessary for the period prior to the adoption of the budget and regular appropriations, the governing body may, by resolution adopted by a 2/3 vote of the full membership thereof, make emergency temporary appropriations for any purpose for which appropriations may lawfully be made for the period between the beginning of the fiscal year and the adoption of the budget for said year; and **WHEREAS**, the amount of such emergency appropriation shall be included under the correct heading in the budget as adopted; and

**WHEREAS**, there is a need to provide additional funds for Borough operations; and

**WHEREAS**, adequate provision for such funding was not made in the temporary budget; and

**WHEREAS**, the total emergency temporary resolutions adopted in the year 2020 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) including the increase represented by this resolution total \$20,000.00, and March 2, 2020 resolution total of \$2,305,192.74 in addition to the temporary budgets adopted January 6, 2020 in the amount of \$3,403,972.74 for a total Year to Date Temporary Budget of \$5,729,165.50.

**NOW THEREFORE BE IT RESOLVED** by the Council of the Borough of Shrewsbury (not less than 2/3 affirmatively concurring) that the items of appropriation appearing on the list be included in the temporary budget for the Borough for the year 2020, and that in accordance with the Statute such item of appropriation will be included in the 2020 budget as finally adopted.

**BE IT FURTHER RESOLVED** that two certified copies of this resolution be filed with the Director of the Division of Local Government.

**RESOLUTION 2020-049 – APPLYING TO NEW JERSEY  
DEPARTMENT OF LAW AND PUBLIC SAFETY FOR FY19  
HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS (HMEP) SUBAWARD  
IN THE AMOUNT OF \$6,300.46**

**WHEREAS**, the Borough of Shrewsbury desires to apply to the Department of Law and Public Safety Division of State Police for the FY19 Hazardous Materials Emergency Preparedness Subaward for the period 9/30/2019 to 9/30/2020; and

**WHEREAS**, the Mayor and Council of the Borough of Shrewsbury is authorized to accept and is applying for the FY19 Hazardous Materials Emergency Preparedness Subaward in the amount of \$6,300.46 which will be subdivided into a Training and a Planning portion as described in the application in order to provide funding to improve the implementation of the Office of Emergency Management planning efforts as it relates to hazardous materials accidents/incidents within the Borough of Shrewsbury; and

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Shrewsbury hereby authorize and does accept said grant application with the Department of Law and Public Safety Division of State Police.

**RESOLUTION 2020-050 - AUTHORIZING STORM RECOVERY RESERVE FUNDS FOR  
DECLARED EMERGENCIES**

**WHEREAS**, the Borough of Shrewsbury previously adopted of Resolution for a Dedication by Rider for the Storm Recovery Trust Fund, which the Department of Community Affairs (“DCA”) approved on September 21, 2012; and

**WHEREAS**, through Local Finance Notice 2020-06 (March 16, 2020), DCA Division of Local Government Services advised that “[m]unicipalities and counties with storm recovery reserves may use those funds for the coronavirus response”; and

**WHEREAS**, the Borough of Shrewsbury wishes to authorize storm recovery reserve funds to be used for "any purpose necessary to protect the safety, security, health, and welfare, of its citizens from the damage caused by an emergency declared by the Governor or the President of the United States” related the current COVID-19 emergency; and

**WHEREAS**, any reimbursement of these expenditures shall be deposited back into the reserve.

**NOW, THEREFORE BE IT RESOLVED**, that the governing body of the Borough of Shrewsbury authorizes storm recovery reserve funds to be used for any purpose necessary to protect the safety, security, health, and welfare, of its citizens from the damage caused by the emergency declared by the Governor or the President of the United States related to the COVID-19 emergency.

**RESOLUTION 2020-051 - APPROVING A PERFORMANCE GUARANTY RELEASE  
FOR LIGHTBRIDGE ACADEMY - BLOCK 2, LOT 13.01**

**WHEREAS**, the developer for the Lightbridge Academy has requested the release of a Performance Guaranty for this project, which is located at Block 2, Lot 13.01, in the Borough of Shrewsbury; and

**WHEREAS**, Pursuant to the procedures outlined in §94-7.1F of the *Code of the Borough of Shrewsbury*, the Borough Engineer has performed a site inspection to verify the acceptance of all bonded site improvements; and

**WHEREAS**, upon furnishing a TCO Bond equating to \$5,000.00 in a form acceptable to the Borough Attorney, the Borough may consider the release of the performance guaranty currently being held.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Shrewsbury that the Performance Guaranty presently held by the Borough in the amount of \$111,254.00, as outlined in the correspondence of the Borough Engineer dated March 30, 2020, be released, contingent upon the posting of a TCO Bond in the amount of \$5,000.00, in a form acceptable to the Borough Attorney.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution is forwarded to the Chief Financial Officer, Planning Board Secretary and the developer.

### **RESOLUTION 2020-052 - ACCEPTING LENGTH OF SERVICE AWARD PROGRAM**

**WHEREAS**, pursuant to Ordinance No. 814 (Length of Service Awards Program), adopted August 13, 2003 in the Borough of Shrewsbury, the Emergency Service Organization (Shrewsbury Hose Co. #1 and Shrewsbury First Aid Squad) is to certify a list of active volunteer members who are eligible to participate in the plan to the Plan Administrator; and **WHEREAS**, the Plan Administrator is to forward said certified list to the Mayor and Council for approval; and

**WHEREAS**, in accordance with the aforementioned citation, the Emergency Service Organization has certified a list of eligible members to the Plan Administrator, a copy of which is attached hereto and made a part hereof.

**NOW, THEREFORE BE IT RESOLVED**, that the Mayor and Council of the Borough of Shrewsbury grant approval of the attached list of active volunteer members of the Shrewsbury Hose Co. #1 and Shrewsbury First Aid Squad for eligibility in the Length of Service Awards Program.

### **RESOLUTION 2020-052 - APPOINTING A REPRESENTATIVE TO THE TWO RIVERS WATER RECLAMATION AUTHORITY, EFFECTIVE FEBRUARY 1, 2020, NUNC PRO TUNC**

**WHEREAS**, the Two Rivers Water Reclamation authority provides sewer services to various towns within the area; and

**WHEREAS**, the Borough of Shrewsbury is within the service area of the Two Rivers Water Reclamation Authority; and

**WHEREAS**, as a "member municipality," the Borough of Shrewsbury chooses two of its residents to sit on the Board of Commissioners of the Authority, for a term of five (5) years each; and

**WHEREAS**, the expiration of the five-year term of Barry Berdahl is January 31, 2020.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Shrewsbury, that Barry Berdahl be re-appointed as a Commissioner of the Two Rivers Water Reclamation Authority for a term of five (5) years, beginning February 1, 2020 and ending January 31, 2025.

**BE IT FURTHER RESOLVED** that the Clerk forward a certified copy of this Resolution to the Two Rivers Water Reclamation Authority.

**RESOLUTION 2020-054 - APPROVING THE BILL LIST FOR APRIL 6, 2020 AND  
AUTHORIZING PAYMENT OF BILLS**

**WHEREAS**, the Borough of Shrewsbury received certain claims against it by way of voucher in the amount of \$850,733.78 for the period ending April 6, 2020; 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 – Introduction/First Reading:**

Ordinance No. 2020-1067: An Ordinance Supplementing Chapter 45, “Salaries and Compensation,” of the Code of the Borough of Shrewsbury to Implement a Mandatory Direct Deposit Policy

Councilman DeSalvo motioned to approve Ordinance No. 2020-1067, seconded by Councilwoman Eulner and approved by the following roll call vote:

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

**Reports of Council**

**Councilwoman DerAsadourian:**

- Negotiating Committee: Councilwoman DerAsadourian reported the Committee is working on scheduling a meeting in the next two weeks to hopefully move negotiations forward.

**Councilman DeSalvo:**

- Police: Councilman DeSalvo had no update but he thanked the Chief and his department for their open lines of communication during these difficult times surrounding the Covid-19 situation.
- Red Bank Regional BOE: RBR will be holding a virtual BOE meeting at the end of this week and Councilman Desalvo will have a report next meeting.

**Councilman Eddy:**

- The Local Emergency Planning Committee is working diligently with Jerzy Chojnacki, Emergency Management Coordinator, to keep everyone up to date on coronavirus. Councilman Eddy noted Mr. Chojnacki is in attendance if any members of council would like to ask questions.
- DPW, Buildings & Grounds: DPW is still operating on a split shift basis; that may be changing next week. Otherwise DPW have gotten a lot accomplished; brush is almost completed on the east side of town.
- Tech/IT/Cyber Security: Employees are working from home and that is running smoothly.

**Councilwoman Doran Eulner:**

- Shade Tree Commission: The Shade Tree Commission has postponed the pruning seminar; however, hopefully they will be able to get something set up soon. Councilwoman Eulner suggested perhaps Mr. Gerth can create a video and then the Borough could post it.
- Shrewsbury Community Garden: The Shrewsbury Community Garden Club is in full swing. DPW turned on the water last week and they were very appreciative.
- Shrewsbury's Volunteer Assistance Program: Councilwoman Eulner reported this volunteer program is in full swing and we have already provided shopping assistance to seniors and residents with compromising conditions. There was a great response from many town residents who have offered to volunteer for this program.

**Councilman Gilmartin:**

- Recreation Committee: Councilman Gilmartin reported spring softball and baseball will be postponed until mid-May at the earliest.
- In lieu of the Annual Easter Egg Hunt held at Borough Hall, the Recreation Department will be having a parade on Saturday April 11<sup>th</sup> at noon.
- Fire & First Aid: Councilman Gilmartin would like to thank Dispatch who have been very helpfully regarding any potential Covid-19 calls, and letting the volunteers know if they require proper PPE.

**Councilman Sena:**

- Shrewsbury BOE: School is closed – there is no date as to when the school will reopen.
- Municipal Court: The court is currently closed.
- Environmental Commission, nothing new to report. However, Councilman Sena read an article that San Francisco banned the use of reusable bags due to transmission of the coronavirus. So, with that in mind, Councilman Sena does not think it is wise to move forward with the Environmental Commissions suggested ordinance at this time.
- Finance & Grants: Councilman Sena is working with Tom Seaman, CFO, to prepare for any financial situations that may arise from the Covid-19 Pandemic.

**Mayor’s Report**

- Mayor Erik Anderson commented the month of March has been consumed with Covid19. Mayor Anderson wanted to thank everyone for doing a great job handling this, and a special thank you to all the first responders.

**Clerk/Administrator’s Report**

- Maureen L. Muttie, Municipal Clerk/Administrator, reported the employees working remotely is working out well and tasks are being kept up with.
- Enrollment in CivicReady is steadily increasing everyday with over 600 residents currently signed up.

**Open the Floor to the Public**

Mayor Anderson opened the floor to the public

Jerzy Chojnacki, OEM Coordinator, reported public assistance is available to the town and nonprofits. They can submit for reimbursement to the state with no end time as of now.


Robert Turner, Chief of Police reported the Police Department has stayed 100% healthy as of now, and all the residents have been great regarding no social gatherings.


**Close the Floor to the Public**

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

**Adjourn**

Councilwoman Eulner motioned to adjourn the meeting at 7:20pm, seconded by Councilman Gilmartin, with ayes by all Councilmembers present.

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

  
 Erik Anderson  
 Mayor