

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

**FEBRUARY 3, 2020**

**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 8, 2020 by the Municipal Clerk.

**Roll Call**

Present: Councilwoman Deidre DerAsadourian  
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: Councilman Jeff DeSalvo

**Salute to Flag**

Led by Mayor Erik Anderson and Girl Scout Troop 607

**Presentations**

Mayor Anderson commented Resolution 2020-028 highlights the historic importance of women's voting rights and February 9<sup>th</sup> marks 100 years since the State of New Jersey ratified the 19<sup>th</sup> Amendment and August 26<sup>th</sup> marks 100 years since the Amendment was officially ratified and became part of the United States Constitution.

Mayor Anderson explained Monmouth County Clerk Christine Giordano Hanlon is launching a year-long county-wide program to commemorate the 100<sup>th</sup> anniversary of women's suffrage.

Monmouth County Clerk Christine Giordano Hanlon thanked the governing body for inviting her to come to this meeting. She commented on the importance of continuing to teach future generations about this historic campaign and encourages governing bodies of all 53 municipalities of Monmouth County to adopt the resolution commemorating the centennial. County Clerk Christine Hanlon distributed yellow roses to each member of Girl Scout Troop 607. The yellow rose symbolizes the women's suffrage movement.

*Resolution 2020-028 Commemorating the Centennial of the Ratification of the 19<sup>th</sup> Amendment was read onto record by the members of the Girl Scout Troop 607:*

***RESOLUTION COMMEMORATING THE CENTENNIAL OF THE  
RATIFICATION OF THE 19<sup>TH</sup> AMENDMENT***

*WHEREAS, the year Two Thousand and Twenty marks the 100<sup>th</sup> Anniversary of the ratification of the 19<sup>th</sup> Amendment of the United States Constitution; and*

*WHEREAS, women fought for the right to vote for more than a century and persevered in the face of resistance; and*

*WHEREAS, many New Jersey women advocated for the right to vote; and*

*WHEREAS, Monmouth County was the home to many suffragists both male and female, and suffrage rallies and events occurred within Monmouth County's borders; and*

*WHEREAS, February 9, 2020 will mark the centennial of the New Jersey ratification of the 19<sup>th</sup> Amendment; and*

*WHEREAS, August 26, 2020 will mark the nationwide centennial of the 19<sup>th</sup> Amendment officially becoming part of the United States Constitution, after the required number of states had ratified; and*

*WHEREAS, daughters, granddaughters, and great-granddaughters of the women who fought so hard to vote have been making their voices heard at the polls for nearly 100 years; and*

*WHEREAS, women are running for office and currently in elected office in large numbers in Monmouth County, follow in the footsteps of these great suffragists; and*

*WHEREAS, there are currently over 200,000 women registered to vote in Monmouth County, New Jersey; and*

*WHEREAS, all government entities on the local, state and national level should commemorate and recognize this historic milestone and reaffirm its commitment to empowering and uplifting the voices of women.*

*NOW, therefore be it resolved that the Mayor and Borough Council of the Borough of Shrewsbury, County of Monmouth, State of New Jersey, do hereby*

*(1) celebrate and recognize the 100<sup>th</sup> Anniversary of the passage and ratification of the 19<sup>th</sup> Amendment to the United States Constitution providing for women's suffrage; and*

*(2) honor the role of the ratification of the 19<sup>th</sup> Amendment in promoting the core values of our democracy as set forth in the Constitution of the United States; and*

*(3) reaffirm our desire to continue strengthening democratic participation and to inspire future generations to cherish and preserve the historic precedent established by the 19<sup>th</sup> Amendment.*

Councilwoman Eulner made a motion to adopt Resolution 2020-028, seconded by Councilwoman DerAsadourian with ayes by all Councilmembers present.

**Consent Agenda**

Councilwoman Eulner requested Resolution 2020-029 be pulled from the Consent Agenda.

Councilwoman Eulner motioned to approve the Consent Agenda except for resolution 2020-029, seconded by Councilman Gilmartin and approved by the following roll call vote:

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

**RESOLUTION 2020-030 - ADOPTING A POLICY CONCERNING TIME CLOCKS  
AND INCORPORATING THAT POLICY INTO THE BOROUGH EMPLOYEE  
HANDBOOK/POLICIES AND PROCEDURES MANUAL**

**WHEREAS**, the Borough wishes to adopt a policy concerning the use of an employee timekeeping system; and

**WHEREAS**, the Borough has the managerial prerogative to adopt such a policy and to implement a timekeeping system, and, indeed, wishes to do so; and

**WHEREAS**, the Borough wishes for such policy to be included in the Borough's Employee Handbook/Policies and Procedures Manual.

**NOW THEREFORE, BE IT RESOLVED** by the governing body of the Borough of Shrewsbury that the attached Time Clock Policy, incorporated herein by reference, is hereby adopted; and

**BE IT FURTHER RESOLVED** that the aforementioned policy shall be incorporated into the Borough's Employee Handbook/Policies and Procedures Manual; and

**BE IT FURTHER RESOLVED** that the Administrator shall ensure that all employees are notified of the adoption of this policy.

**RESOLUTION 2020-031 - AUTHORIZING THE COUNTY OF MONMOUTH  
MOSQUITO CONTROL DIVISION TO CONDUCT AERIAL MOSQUITO CONTROL  
OPERATIONS WITHIN SHREWSBURY BOROUGH**

**WHEREAS**, the Monmouth County Board of Chosen Freeholders, pursuant to N.J.S.A. 26:9-27 et seq. has elected through its Mosquito Control Division to perform all acts necessary for the elimination of mosquito breeding areas and/or to exterminate mosquitos within the county; and

**WHEREAS**, the County has instituted an Integrated Pest Management Program consisting of surveillance, water management, biological control, and chemical control to exterminate the mosquito population within the County of Monmouth; and

**WHEREAS**, prior to conducting aerial dispensing operations over a designated "congested area," the County is required, pursuant to Federal Aviation Administration Regulation (FAR Part

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137.51), to secure prior written approval from the governing body of the political subdivision over which the aircraft is to be operated; and

**WHEREAS**, the Borough of Shrewsbury is designated as a “congested area” by the Federal Aviation Administration and the County has requested that this governing body consent to its proposed aerial dispensing operations.

**NOW, THEREFORE**, be it resolved as follows:

1. The Governing Body hereby authorizes the County of Monmouth Mosquito Control Division or its agent to apply pesticides by aircraft for mosquito control in certain areas of the municipality designated by the County as being either larval mosquito habitat or areas designated harboring high populations of mosquitoes constituting either a nuisance, a health hazard, or both with the understanding that:
  - a. the County shall utilize pesticides, application equipment and aircraft that are approved for aerial applications by the applicable Federal (USEPA) and State (NJDEP) agencies, and
  - b. such operations will be performed in compliance with applicable Federal and State regulations, and
  - c. the County will notify the police department of each municipality over which aerial pesticide operations are planned prior to commencement of such operations.

**RESOLUTION 2020-032 - APPROVING VOLUNTEER FIREMAN ACTIVE  
MEMBERSHIP**

**WHEREAS**, the Shrewsbury Hose Company No. 1 has selected Matthew Samaha for active membership; and

**WHEREAS**, the Shrewsbury Hose Company No. 1 has requested municipal approval from the Borough Council of the Borough of Shrewsbury for said appointment.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Shrewsbury, Monmouth County, New Jersey, that the application for active membership by Matthew Samaha to the Shrewsbury Hose Company No. 1 is hereby approved.

**RESOLUTION 2020-033 - APPROVING THE BILL LIST FOR FEBRUARY 3, 2020  
AND AUTHORIZING PAYMENT OF BILLS**

**WHEREAS**, the Borough of Shrewsbury received certain claims against it by way of voucher in the amount of \$1,563,066.45 for the period ending February 3, 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.

Councilwoman Eulner provided more information regarding Resolution 2020-029. The Borough Engineer, Mr. Cranmer, worked up an estimate on proposed work for Patterson Park. The estimate included the resurfacing of the basketball courts as well as putting up new fencing, replacing playground mulch and curbing, and updating the baseball field and dugouts. This resolution would be to approve the borough to solicit bids for this scope of work.

Councilwoman Eulner motioned to approve Resolution 2020-029, seconded by Councilman Gilmartin and approved by the following roll call vote:

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

**RESOLUTION 2020-029 - AUTHORIZING ADVERTISEMENT FOR THE  
SOLICITATION OF BIDS FOR IMPROVEMENTS TO PATTERSON PARK**

**WHEREAS**, the governing body of the Borough of Shrewsbury finds that the Borough needs to make improvements to Patterson Park; and

**WHEREAS**, the Borough desires to advertise for the receipt of bids for improvements to Patterson Park.

**NOW THEREFORE BE IT RESOLVED**, by the governing body of the Borough of Shrewsbury, that the Borough Engineer, Borough Administrator and Purchasing Agent be and are hereby authorized to prepare specifications to solicit bids for Improvements to Patterson Park.

**BE IT FURTHER RESOLVED**, by the governing body of the Borough of Shrewsbury that the Borough Clerk, Borough Administrator and Purchasing Agent be and are hereby authorized to advertise for the receipt of bids for Improvements to Patterson Park.

Mayor Anderson requested Council to add Resolution 2020-034 to the Agenda that authorizes contracting with Spatial Data Logic. Councilman Eddy explained this software will replace the old system that is in the Construction Office. This software will allow for online applications and approvals as well as online storage of records/information. This software will also allow to add on Planning and Zoning applications as well as DPW functions.

Councilwoman Eddy motioned to approve Resolution 2020-034, seconded by Councilman Gilmartin and approved by the following roll call vote:

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

**RESOLUTION 2020-034 - AUTHORIZING CONTRACTS WITH CERTAIN  
APPROVED STATE CONTRACT VENDORS FOR CONTRACTING UNITS  
PURSUANT TO N.J.S.A. 40A:11-12a**

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**WHEREAS**, the Borough of Shrewsbury, pursuant to N.J.S.A. 40A:11-12(a), may by resolution and without advertising for bids, purchase any goods or services for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**WHEREAS**, the Borough of Shrewsbury has the need on a timely basis to purchase goods or services utilizing State contracts; and

**WHEREAS**, the Borough of Shrewsbury intends to enter contract with SHI International Corp. through this resolution, which shall be subject to all the conditions applicable to the current State contracts.

**NOW, THEREFORE BE IT RESOLVED**, that the Borough of Shrewsbury authorizes the Purchasing Agent to purchase Spatial Data Logic Software from SHI International Corp. State Contract Number A89851, in the amount of \$22,650.00, pursuant to all conditions of the individual State contract; and

**BE IT FURTHER RESOLVED**, that the governing body of the Borough of Shrewsbury, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer; and

**BE IT FURTHER RESOLVED** that the duration of the contract between the Borough of Shrewsbury and SHI International Corp. shall be for the period of one year beginning from the go-live date.

**Reports of Council**

Councilwoman DerAsadourian

Councilwoman DerAsadourian reported an outside consultant, Brown and Brown, was hired to assist the Borough with insurance needs. The Community Alliance has had a change in leadership and the Committee is looking to schedule a meeting to start some new projects. If anyone is interested in joining the committee, please sign up! Safe Routes to School is also working on scheduling a meeting since Spring is just around the corner.

Councilwoman Eddy

Councilman Eddy reported the DPW Committee had its first meeting of the year, which went well. Mary Russell was introduced as the new member of the team out in DPW. Also new this year is the implementation of SDL software which will help with DPW job tracking and workflow. From a cyber/ technology perspective, Councilman Eddy commented a police audit of computers was completed in order to ensure compliance from a security perspective. Soon all computers in the Borough will be in compliance. Councilman Eddy also reported Monroe and North Monroe will be finished once the asphalt plants open again, sometime in March.

Councilwoman Doran Eulner

Councilwoman Eulner reported the Open Space Committee met with the Administrator and Borough Engineer, to discuss the Patterson Avenue Park as well as other 2020 projects. Councilwoman Eulner also commented the Community Garden still has plots available and their next meeting is March 10<sup>th</sup>.

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Councilman Gilmartin

Councilman Gilmartin reported Recreation is gearing up for their busy season, with baseball, softball and lacrosse all slated to start mid-March. He had a meeting with the new recreation chairperson and Councilman Gilmartin will be having a coaches' meeting with all interested parties on March 10th.

Councilman Sena

Councilman Sena reported March 21<sup>st</sup> is the Annual Spring Gala for SBS. Regarding the Environmental Commission, Councilman Sena watched an informative presentation from one of the vendors that has been contracted with the County to build a new facility in Tinton Falls about single stream plastics. Councilman Sena suggested possibly having the vendor give a presentation to the Council. Also, Councilman Sena and the Finance Committee had meetings with the department heads for the budget and is aiming for the budget presentation to be mid-March.

**Mayor's Report**

Mayor Anderson reported the new borough website is up and running and thanked all that helped, especially Maureen Muttie, Mary Russell and Kerry Quinn. In addition, CivicReady is also up and running and Mayor Anderson hopes and urges everyone to sign up. There will be an outreach to the community to encourage residents to sign up. The Mayor Anderson explained CivicReady is the new mass notification system that you can create an account for and receive notification about anything that you might be interested in. Whether it be recreation, emergency notices, school information, etc.

**Clerk/Administrator's Report**

Ms. Muttie commented that she is working with Mary Russell to roll out communication to the public to bring awareness to the new mass notification system, CivicReady.

**Open the Floor to the Public**

Mayor Anderson opened the floor to the public.

Sara Bumber, 5 Elm Lane - Ms. Bumber is a new member to the Safe Routes to School Committee and wanted to formally introduce herself to Council. Ms. Bumber spoke to Ms. Muttie earlier in the week regarding having a spot on the agenda to discuss the drop off and pickup at SBS. While Ms. Bumber is aware this is not a part of SRTS it is still an issue that residents are facing. Councilwoman DerAsadourian explained that in the past, the SRTS Committee would get together with the Borough Engineer, Superintendent of SBS, and Chief of Police to go over the ideas and the plans that have been put in place. Councilwoman DerAsadourian and Ms. Bumber will plan a meeting in the coming weeks to discuss further.

Jennifer Combs – address not provided

Ms. Combs would like to have Resolution 2019-113 updated to reflect established case law, and 1<sup>st</sup> Amendment when it comes to filming public meetings. Mr. Padula, Borough Attorney, spoke on behalf of the Council. Mr. Padula received the emails from Ms. Combs as well as spoke with her earlier in the day. Mr. Padula and Ms. Combs have a disagreement as to how the law reads.

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**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 7:30pm. No action will be taken after.

*Council returned to regular session and meeting adjourned at 8:01.*

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

Approve:   
Erik Anderson  
Mayor