

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

**February 1, 2021**

**Meeting Called to Order**

Mayor Erik Anderson called the meeting to order at 6:30pm and read the Presiding Officer's Statement.

**Sunshine 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, 2021 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/Administrator  
Kerry Quinn, Deputy Clerk

Absent: None

**Executive Session**

Councilman DeSalvo motioned to approve Resolution 2021-032, seconded by Councilwoman DerAsadourian with ayes by all council members present.

*Council moved into executive session at 6:30pm and was back on the record at 7:00pm.*

**Salute to Flag**

Led by Mayor Erik Anderson

**Approval of Minutes – December 7, 2020, January 19, 2021**

Councilman DeSalvo motioned to approve the minutes, seconded by Councilwoman Eulner and approved by the following vote:

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

Minutes for November 16, 2020 was carried to the next meeting.

**Consent Agenda**

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

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

**RESOLUTION 2021-033 - RESOLUTION WITH REGARD TO APPROPRIATION  
RESERVE TRANSFER OF FUNDS NO.1**

**WHEREAS**, N.J.S.A. 40A: 4-59 provides for appropriation reserve transfers during the first (3) 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 2020 budget appropriations in accordance with the attached schedule.

	<u>TO</u>	<u>FROM</u>
Group Insurance -OE		\$ 6,000.00
Total		\$ 6,000.00
Legal -OE	\$ 6,000.00	
Total	\$ 6,000.00	

**RESOLUTION 2021-034 - APPROVING AN AGREEMENT WITH  
BROWN & BROWN BENEFITS ADVISORS OF SHREWSBURY, NEW JERSEY TO  
SERVE AS THE BOROUGH'S INSURANCE BROKER/ CONSULTANT**

**WHEREAS**, the Borough wishes to retain an insurance broker/consultant; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(m) specifically exempts the purchase of insurance coverage and insurance consultant services from competitive bidding; and

**WHEREAS**, the Borough received a proposal from Brown & Brown Benefits Advisors of Shrewsbury, New Jersey and wishes to enter into an agreement with Brown & Brown Benefit Advisors in accordance with that proposal.

**NOW THEREFORE, BE IT RESOLVED**, that the governing body of the Borough of Shrewsbury approves an agreement with Brown and Brown Benefit Advisors in accordance with its proposal to provide insurance consulting/broker services for the a period of twelve (12) months, not to exceed \$800.00 per month and authorizes and directs the Administrator to prepare and/or execute an agreement with Brown and Brown Benefit Advisors in accordance with this Resolution and the aforementioned proposal.

**RESOLUTION 2021-035 RESOLUTION APPOINTING RISK MANAGEMENT  
CONSULTANT**

**WHEREAS**, the Borough of Shrewsbury has resolved to join the Monmouth County Municipal Joint Insurance Fund, following a detailed analysis; and

**WHEREAS**, the bylaws of said Funds require that each Governing Body appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the bylaws; and

**WHEREAS**, the Board of Fund Commissioners established a fee equal to six percent (6%) of the Municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Governing Body; and

**WHEREAS**, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical.

**NOW THEREFORE**, be it resolved that the Borough of Shrewsbury does hereby appoint Brown & Brown Metro, LLC as its Risk Management Consultant in accordance with the Fund's bylaws; and

**BE IT FURTHER RESOLVED** that the Governing Body is hereby authorized and directed to execute the Risk Management Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:11-5 (1) (a) (i).

**RESOLUTION 2021-036 - CONFIRMING THE RE-APPOINTMENT OF  
MAUREEN L. MUTTIE TO THE POSITIONS OF MUNICIPAL CLERK AND  
LOCAL REGISTRAR**

**WHEREAS**, pursuant to N.J.S.A. 40A:9-133a., in every municipality there shall be a Municipal Clerk appointed for a three-year term by the governing body of the municipality; and

**WHEREAS**, pursuant to N.J.S.A. 26:8-11c., the governing body of each registration district shall also appoint a Local Registrar; and

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**WHEREAS**, pursuant to N.J.S.A. 26:8-13, if the Local Registrar is the Municipal Clerk, the term of office as Local Registrar shall be concurrent with the term of Office of Municipal Clerk; and

**WHEREAS**, there exists a need for the re-appointment of a Municipal Clerk and a Local Registrar for the Borough of Shrewsbury, County of Monmouth, State of New Jersey, as mandated by the statutory law described herein, for the purpose of providing the Borough with the duties, tasks and services prescribed at N.J.S.A. 40A:9-133e(1)-(7) and 26:8-25.

**NOW THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Shrewsbury, County of Monmouth, State of New Jersey, that Maureen L. Muttie be and is hereby re-appointed Municipal Clerk and Local Registrar of the Borough of Shrewsbury for three-year concurrent terms commencing on March 1, 2021.

**RESOLUTION 2021-037 - RESOLUTION HIRING A CLASS II SPECIAL LAW ENFORCEMENT OFFICER IN THE DEPARTMENT OF POLICE**

**WHEREAS**, the Chief of Police has the need for and has requested the hire of a Class II Special law enforcement officer; and

**WHEREAS**, Chief Turner has interviewed and recommended the hiring of Cassidy Kyle at a rate of \$22.00 per hour, as recommended by the Police; and

**WHEREAS**, the Chief Financial Officer has certified that funds are available for same.

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Shrewsbury that be hired as a Class II Special Law Enforcement Officer at \$22.00 per hour, effective February 5, 2021 or soon thereafter pending completion of employment process.

**RESOLUTION 2021-038 - A RESOLUTION APPROVING THE BILL LIST FOR FEBRUARY 1, 2021 AND AUTHORIZING PAYMENT OF BILLS**

**WHEREAS**, the Borough of Shrewsbury received certain claims against it by way of voucher in the amount of \$2,240,892.37 for the period ending February 1, 2021; 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. 2021-1078:** An Ordinance to Amend the Code of the Borough of Shrewsbury by Amending Chapter 94, Zoning and Land Development

Motion to Introduce

Councilman DeSalvo motioned to introduced Ordinance 2021-1078 seconded by Councilman Eddy, and approved by the following roll call vote:

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

**BOROUGH OF SHREWSBURY  
COUNTY OF MONMOUTH**

**ORDINANCE NO.2021-1078**

**AN ORDINANCE AMENDING CHAPTER 94, LAND USE AND DEVELOPMENT  
REGULATION, SPECIFICALLY SECTIONS 94-2.3, 94-8.38 & 94-8.39 TO REFLECT  
THE AMENDMENTS TO THE STORMWATER MANAGEMENT**

RULES AT N.J.A.C. 7:8.

**WHEREAS**, the Borough has established Stormwater Management Rules; and

**WHEREAS**, the State of New Jersey requires that all municipalities revise their municipal stormwater control ordinances to reflect amendments to the Stormwater Management rules at N.J.A.C. 7:8, by March 2, 2021.

**WHEREAS**, pursuant to the New Jersey State directive, the purpose of this Ordinance is to amend, supplement, and repeal certain sections of Chapter 94 of the Borough of Shrewsbury Municipal Code. This Ordinance will amend Sections 94-2.3, 94-8.38 & 94-8.39 to incorporate the new Stormwater Management rules at N.J.A.C. 7:8.

**WHEREAS**, all additions are shown in ***bold italics with underlines***. The deletions are shown as ***strikeiwers h1 bold .italics***. Sections of Chapter 94 that will remain unchanged are shown in normal type.

**NOW, THEREFORE, BE IT ORDAINED**, by the governing body of the Borough of Shrewsbury as follows:

**SECTION ONE.** It is the intent of this ordinance to incorporate the amendments to the Stormwater Management rules at N.J.A.C. 7:8. The amended portions of Section 94-2.3 of the Borough Code shall read as appears in Appendix "A" appended hereto and incorporated herein by reference.

**SECTION TWO.** It is the intent of this ordinance to incorporate the amendments to the Stormwater Management rules at N.J.A.C. 7:8. The amended Section 94-8.38 of the Borough Code shall read as appears in Appendix "B" appended hereto and incorporated herein by reference.

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**SECTION THREE.** It is the intent of this ordinance to incorporate the amendments to the Stormwater Management rules at N.J.A.C. 7:8. The amended Section 94-8.39 of the Borough Code shall read as appears in Appendix "C" appended hereto and incorporated herein by reference.

**SECTION FOUR.** This Ordinance shall hereby become effective upon final passage and publication as provided by law; and

**SECTION FIVE. REPEALER.** All Ordinances or parts of Ordinances inconsistent herewith are repealed to the extent of such inconsistency. The Borough Clerk is authorized to renumber and/or re-codify any sections affected by such repeal to the extent consistent with this Ordinance.

**SECTION SIX. SEVERABILITY.** If any word, phrase, clause, section or provision of this Ordinance shall be found by any Court of competent jurisdiction to be unenforceable, illegal or unconstitutional such word, phrase, clause, section or provision shall be severable from the balance of the Ordinance and the remainder of the Ordinance shall remain in full force and effect.

**SECTION SEVEN. EFFECTIVE DATE.** This Ordinance shall take effect upon publication thereof after final passage according to law.

Ordinance No. 2021-1079: An Ordinance to Exceed the Calendar Year 2021 Municipal Budget Appropriation Limits and to Establish a Cap Bank

Motion to Introduce

Councilman Eddy motioned to introduced Ordinance 2021-1079 seconded by Councilman Sena, and approved by the following roll call vote:

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

**BOROUGH OF SHREWSBURY  
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**ORDINANCE NO. 2021-1079**

**AN ORDINANCE TO EXCEED THE CALENDAR YEAR 2021 MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)**

**WHEREAS,** the Local Government Cap Law, N.J.S.A. 40A:4-45.1, et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 1% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

**WHEREAS,** N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the

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3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

**WHEREAS**, the Governing Body of the Borough of Shrewsbury in the County of Monmouth finds it advisable and necessary to increase its CY 2021 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of its citizens; and

**WHEREAS**, the Governing Body hereby determines that a 3.5% increase in the budget for the said year, amounting to \$269,962.15 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

**WHEREAS**, the Governing Body hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW, THEREFORE, BE IT ORDAINED** by the Governing Body of the Borough of Shrewsbury, in the County of Monmouth, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2021 budget year, the final appropriations of the Borough of Shrewsbury shall, in accordance with this ordinance and N.J.S.A. 40A:4-45.14, be increased by 3.5%, amounting to \$269,962.15 and that the CY 2021 municipal budget for the Borough of Shrewsbury be approved and adopted in accordance with this ordinance; and

**BE IT FURTHER ORDAINED**, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and

**BE IT FURTHER ORDAINED** that a certified copy of this ordinance, upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Reports of Council

**Councilwoman DerAsadourian**

- Community Alliance had a successful virtual meeting and is working on a socially distanced event in the next few weeks.

**Councilman DeSalvo**

- Councilman DeSalvo had report.

**Councilman Eddy**

- Department of Public Works have been working very hard getting the streets cleared of snow. Councilman Eddy is working closely with Mr. Cherbini, Borough Administrator and Ron Neis, DPW Manager to ensure the roads within the Borough are cleared, and that the men are taking the appropriate measures to ensure their safety.
- Garbage will be picked up on Thursday and Friday respectfully this week, and recycling should not be affected.

**Councilwoman Doran Eulner**

- The new Land Use Board will have their first meeting on Wednesday 2/3/2021.

**Councilman Gilmartin**

- Councilman Gilmartin is waiting on a report for January from Hose Company
- First Aid had 33 calls for the month of January. There was one positive Covid19 call in January, which the First Aid has been working closely with the medical director to ensure all protocols were adhered to.
- Thank you to all the volunteers, especially Shelly Cananico who is on the call, and submitted the report in record time.
- Shrewsbury Borough School will be remote learning until Tuesday 2/9/21.
- School basketball will be starting up at the end of February.
- Shrewsbury Borough School Board of Education meeting will be virtual 2/16/21.
- Recreation signups for spring lacrosse, baseball, and softball are opening. This will be for all age groups. Circumstances permitting.

**Councilman Sena**

- Working diligently with CFO and Administrator to get the budget completed, and to continue the downward trend of not increasing our municipal budget.

**Mayor Report**

- Mayor Anderson, on behalf of the council wanted to thank DPW for doing a great job. They have worked for 36 hours straight.
- Mayor Anderson took a moment to thanked the Community Alliance and Councilwoman DerAsadourian for all of the work they have been doing regarding mental health. It is a difficult conversation, but one that needs to be had.

**Administrator's Report**

- Mr. Cherbini informed council that garbage pickup has been canceled for Tuesday and will resume regular schedule Wednesday.
- The Cares Act reimbursement was approved, and the check totaling, \$75,00 was received. Mr. Cherbini thanked Ms. Muttie and Ms. Quinn for all their hard work.
- DPW will halt working this evening at 11pm, and start again Tuesday morning.

**Clerk's Report**

-No Correspondence

**Open the Floor to the Public**

Mayor Anderson opened the floor to the public.

Shelly Canonico, 201 Beechwood Drive

- Thanked Councilman Gilmartin on his work with the First Aid and added that the First Aid is working on a better system of getting information to Mayor and Council. Councilman Gilmartin thanked Ms. Canonico for getting a report to him on the 1<sup>st</sup> of the month.
- Ms. Canonico thanked the Mayor and Council for the continuous updates that are sent out through CivicReady.



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- Ms. Canonico asked where to find the link for the GoToMeetings, which Ms. Quinn explained that it is the same notice for the virtual meetings, which is on the homepage of the borough website in the “NEWS AND EVENTS” section.

Jay Eaton, 916 Broad Street

- Mr. Eaton inquired if there was any update regarding the reduced speed limit on RT.35/ Broad Street. Mayor Anderson explained is he waiting for further information from the engineer. Mr. Eaton asked Mayor and Council if there were any questions on the information that was sent to them. To which council did not have questions and were waiting on the engineer to give a more detailed update.

Stu Minis, 35 Thomas Avenue

- Mr. Minis informed council that the storm drains on Samara and Birch need to be investigated. Councilman Eddy said that he will contact the engineer.

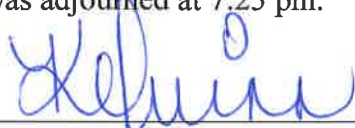
**Close the Floor to the Public**

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

**Adjourn**

Meeting was adjourned at 7:25 pm.

**Attest:**



Kerry Quinn, RMC  
Deputy Municipal Clerk

**Approve:**



Erik Anderson  
Mayor