

July 5, 2016

AGENDA

Regular Meeting of the Hazlet Township Committee held at _____ p.m.

Salute to the flag and moment of silent prayer called by the Mayor.

Mayor's Statement – Open Public Meetings Act & Emergency Fire Exits.

In Compliance with the “Open Public Meetings Act” of the State of New Jersey, adequate notice of this meeting of the Township Committee was provided in the following manner:

- (A) On January 4, 2016, advance written notice of this meeting was posted at:
1766 Union Avenue, Hazlet, New Jersey.
- (B) On January 7, 2016, advance written notice of this meeting was forwarded to the Independent and Asbury Park Press. It was also published in the Asbury Park Press on February 10, 2016.
- (C) On January 4, 2016, copies of advance written notice of this meeting were mailed to all persons who requested and paid for such notices on or before January 1, 2016.

FIRE EXITS are located in the directions I am indicating:

Farther down at the end of the room, through the doors and down the stairs, directly out the front door.

To my right is the door, make a right down the hallway which leads to the stairs and directly out the rear of the building.

If you are alerted for fire, please move in a calm and orderly manner to the nearest exit. Finally, let the record reflect that the minutes of this meeting will accurately reflect the topics addressed during this meeting but will not be a verbatim transcript of tonight's proceedings. Thank you. I direct the Municipal Clerk to enter into the minutes of this meeting these announcements.

<u>ROLL CALL</u>	<u>PRESENT</u>	<u>ABSENT</u>
Committeeman DiNardo	_____	_____
Committeewoman Ronchetti	_____	_____
Committeeman Sachs	_____	_____
Deputy Mayor Kiley	_____	_____
Mayor Aagre	_____	_____

Approval of Minutes – Special Meeting – June 20, 2016.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____

Committeeman Sachs _____ Deputy Mayor Kiley _____
(abstain)

Mayor Aagre _____

Approval of Executive Session Minutes – June 21, 2016.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____
(abstain)

Committeeman Sachs _____ Deputy Mayor Kiley _____

Mayor Aagre _____

Ordinance Hearing:

**1. AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 196 (FEES)
OF THE CODE OF THE TOWNSHIP OF HAZLET, RECREATION FEES**

Introduced: June 21, 2016.

Published in the Asbury Park Press, issue of June 24, 2016. Proof on file.

Posted in Town Hall – June 22, 2016.

Hearing scheduled for July 5, 2016.

Hearing:

Motion to close hearing:

Offered _____ 2nd _____

Voice vote: _____

Action of Committee: (Adopt) (Reject) (Defer)

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____

Committeeman Sachs _____ Deputy Mayor Kiley _____

Mayor Aagre _____

Reports:

MUNICIPAL COURT – May 2016 – Total fees collected - \$23,168.92.

DEPARTMENT OF PUBLIC WORKS – June 2016 – Received and read.

CONSTRUCTION OFFICIAL – May 2016 – Total fees collected - \$30,488.00.

POLICE DEPARTMENT – April 2016 – Total Calls Handled – 1,838.

May 2016 – Total Calls Handled – 2,119.

Resolution S-1 – Mayor’s Appointments – Recreation Advisory Committee

Mary Paraskevas – 7/1/16 to 12/31/20 and Louis DiLorenzo – 7/1/16 to 12/31/20.

The following appointments are restated to the following terms to coincide with the expiration of the calendar year:

Henry Pekarsky – 7/1/14 to 12/31/16; William Shewan – 7/1/14 to 12/31/16; Mary Hoffman – 7/1/14 to 12/31/17; Patricia Rozing – 7/1/14 to 12/31/17; Michael Christopher – 7/1/14 to 12/31/18; Scott Whalen – 7/1/14 to 12/31/18 and Steve Sanfilippo – 7/1/15 to 12/31/19

Alternate #1 – Pat Toal – 7/1/14 to 12/31/18

Alternate #2 – Joyce Feirstein – 7/1/14 to 12/31/17

Resolutions, Motions and Appointments:

Resolutions #199 through #201 are by Consent Agenda. All matters listed under Consent Agenda are considered to be routine by the Township Committee and will be enacted by one motion. There will be no separate discussions of these items. If discussion is desired by the Mayor or any member of the Township Committee, that item will be removed and will be considered separately. Advance copies of each resolution have been given to each Committee Member. The original resolutions are with the Municipal Clerk for inspection as listed below.

199. Authorizing the Township to assess a Municipal Lien on various properties – property maintenance.

200. Issuance of Raffle Licenses RL-4085 to Golden Agers Bowling League and RL-4086 to Rocket Launchers Association.

201. Renewal of an inactive ABC Plenary Retail Consumption License – MCES LLC (formerly Lone Star).

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____

Committeeman Sachs _____ Deputy Mayor Kiley _____

Mayor Aagre _____

PUBLIC HEARING

Anyone who would like to address the Township Committee regarding the below listed Resolutions on the Agenda, please come up, print your name and address on the sign in sheet and then state your name and address for the Committee.

Offered _____ 2nd _____

Voice Vote _____

202. Authorizing the settlement of tax appeals regarding Lot 17, in Block 68.13 as set forth on the official tax maps of the Township of Hazlet for property owned by Academy Street Associates.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____

Committeeman Sachs _____ Deputy Mayor Kiley _____

Mayor Aagre _____

203. Appointment of Hazlet Township Recreation Camp and Swim Club Employees for the 2016 season.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____

Committeeman Sachs _____ Deputy Mayor Kiley _____

Mayor Aagre _____

204. Appointment of Gary Kruk to the position of provisional Sewer Repair I.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____

Committeeman Sachs _____ Deputy Mayor Kiley _____

Mayor Aagre _____

205. Authorizing the Engineer to execute the Final Payment Estimate and Closeout Change Order for Improvements to Laurel Avenue Phase II, which is a reduction in the amount of \$2,525.41 from the original bid price.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____

Committeeman Sachs _____ Deputy Mayor Kiley _____

Mayor Aagre _____

206. Authorizing the Mayor to execute the New Jersey Department of Environmental Protection, Green Acres Program, ROSI Updates.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____

Committeeman Sachs _____ Deputy Mayor Kiley _____

Mayor Aagre _____

207. Authorizing the American Foundation for Suicide Prevention to have an “Out of the Darkness” walk to raise money and awareness of suicide prevention on September 10, 2016.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____

Committeeman Sachs _____ Deputy Mayor Kiley _____

Mayor Aagre _____

208. Authorizing the transfer of the physical custody, but not legal custody, of Hazlet Township records to the Monmouth County Archives.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____

Committeeman Sachs _____ Deputy Mayor Kiley _____

Mayor Aagre _____

209. Appointment of members to the Program for Public Information (PPI Committee).

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____

Committeeman Sachs _____ Deputy Mayor Kiley _____

Mayor Aagre _____

210. Appointment of members to the Green Team Advisory Committee.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____

Committeeman Sachs _____ Deputy Mayor Kiley _____

Mayor Aagre _____

Payment of Bills:

Advance bill lists have been supplied to each Committee Member.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____

Committeeman Sachs _____ Deputy Mayor Kiley _____

Mayor Aagre _____

Citizens Hearing:

Motion to close hearing:

Offered _____ 2nd _____

Voice vote: _____

Motion to adjourn:

Offered _____ 2nd _____

Voice vote: _____

Time: _____

AN ORDINANCE AMENDING AND SUPPLEMENTING
CHAPTER 196 (FEES) OF THE CODE OF THE
TOWNSHIP OF HAZLET, RECREATION FEES

196-12.1 – Fees charged.

The following fee shall be charged by Recreation:

Movie/Concert Food Vendor - \$20 per vendor

All Ordinances or parts of Ordinances inconsistent herewith are hereby repealed.

If any section, subparagraph, sentence, clause or phrase of this Ordinance shall be held invalid, such decisions shall not invalidate the remaining portion of this Ordinance.

This Ordinance shall take effect immediately upon passage and publication pursuant to law.

**R-S1 - MAYORAL APPOINTMENTS
RECREATION ADVISORY COMMITTEE**

WHEREAS, the Township ordinance provides that appointments to the Recreation Advisory Committee shall be made by the Mayor; and

WHEREAS, prior appointments were created with midyear expiration dates, which terms should be corrected to reflect terms expiring at the end of a calendar year.

NOW, THEREFORE, I, Scott Aagre, Mayor of the Township of Hazlet, County of Monmouth, State of New Jersey appoint the following to the Recreation Advisory Committee for the following terms:

Mary Paraskevas	7/1/16 - 12/31/20
Louis DiLorenzo	7/1/16 - 12/31/20

And, the following appointments are restated to the following terms to coincide with the expiration of a calendar year:

Henry Pekarsky	7/1/14 to 12/31/16
William Shewan	7/1/14 to 12/31/16
Mary Hoffman	7/1/14 to 12/31/17
Patricia Rozing	7/1/14 to 12/31/17
Michael Christopher	7/1/14 to 12/31/18
Scott Whalen	7/1/14 to 12/31/18
Steve Sanfilippo	7/1/15 to 12/31/19
Alt #1 Pat Toal	7/1/14 to 12/31/18
Alt #2 Joyce Feirstein	7/1/14 to 12/31/17

RESOLUTION

WHEREAS, the grass and weeds are overgrown on various properties in Hazlet Township; and

WHEREAS, the said grass and weeds have created a hazardous condition to the health and welfare of the area residents; and

WHEREAS, the Township of Hazlet has undertaken the necessary clean-up to preserve the health and welfare of the area residents and correct this dangerous condition; and

WHEREAS, Chapter 213, Section 213.5 of the Code of the Township of Hazlet, permits the Municipality to assess all costs related thereto.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Hazlet Township that the cost for clean up plus an administrative fee, be assessed as a municipal lien against the properties listed below and shall be collected in the same manner, bearing interest at the same rate as taxes:

28 Maple Drive; Block 227, Lot 1 - \$550.00
55 Poplar Avenue; Block 35, Lot 4 - \$700.00
66 Liberty Place; Block 139, Lot 1 - \$350.00
92 Third Street; Block 8, Lot 1.01 - \$310.00
13 Hazlet Avenue; Block 171, Lot 11 - \$1,750.00
55 Thorne Place; Block 141, Lot 14 - \$450.00
49 Seventh Street; Block 15, Lot 10 - \$550.00
85 Fifth Street; Block 37, Lot 5 - \$400.00
17 Galway Drive; Block 247, Lot 10 - \$650.00
6 Coral Drive; Block 197.01, Lot 3 - \$300.00
17 Orchard Street; Block 56, Lot 11 - \$550.00
40 Lafayette Drive; Block 190, Lot 34 - \$650.00

BE IT FURTHER RESOLVED that the cost assessed shall be in addition to any penalties imposed for violations to this Chapter.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the above foregoing is a true copy of a Resolution was duly passed and adopted by the Township Committee at its meeting held on the 5th day of July, 2016.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that the Municipal Clerk be and is hereby authorized to issue the following Raffle Licenses:

RL-4085 Golden Agers Bowling League
RL-4086 Rocket Launchers Association

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 5th day of July, 2016.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that the ABC application of MCES Inc. for the renewal of Plenary Retail Consumption License #1339-33-010-006, an inactive license, is hereby granted by letter of June 20, 2016 from the Division of Alcoholic Beverage Control in accordance with N.J.S.A. 33:1-12.39 (Special Ruling), for the sole purpose of permitting the renewal application for the 2016-2017, 2017-2018 and 2018-2019 licensing terms; and

BE IT FURTHER RESOLVED that in order to activate the above referenced license, it will be necessary to file the necessary amendment pursuant to N.J.A.C. 13:2-2.14.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a resolution duly passed and adopted by the Township Committee at its meeting held on the 5th day of July, 2016.

Evelyn A. Grandi
Municipal Clerk

**RESOLUTION AUTHORIZING THE SETTLEMENT OF TAX APPEALS
REGARDING LOT 17 IN BLOCK 68.13 AS SET FORTH ON THE OFFICIAL TAX
MAPS OF THE TOWNSHIP OF HAZLET FOR PROPERTY OWNED BY ACADEMY
STREET ASSOCIATES**

WHEREAS, Academy Street Associates, the owner of property located at 1030 Highway 36, designated as Lot 17 in Block 68.13 on the official tax maps of the Township of Hazlet has taken an appeal to the Tax Court of the State of New Jersey from the assessed value of said property for tax years 2013 through 2016; and

WHEREAS, the parties have agreed to a withdrawal of the complaint for tax year 2013; and

WHEREAS, the parties have agreed to a reduction in the property's assessment for 2014 from a total of \$4,738,000 to a total of \$4,500,000; and

WHEREAS, the parties have agreed to a reduction in the property's assessment for 2015 from a total of \$5,146,600 to a total of \$4,500,000; and

WHEREAS, the parties have agreed to a reduction in the property's assessment for 2016 from a total of \$5,182,900 to a total of \$4,000,000; and

WHEREAS, the parties have agreed to a property assessment for 2017 for a total of \$3,750,000; and

WHEREAS, the Township Tax Assessor has agreed to the aforesaid reduction in the property's assessment; and

WHEREAS, the settlement results in a tax refund of \$6,668.76 for tax year 2014, \$16,992.65 for tax year 2015, an estimated refund of \$31,087 for 2016, for an estimated total tax refund of \$54,749 (total amount will be determined after the tax rate for tax year 2016 is finalized), with the refund payable to "The Irwin Law Firm P.A. F.B.O. Academy Street Assoc./713 Company, Plaintiff", 80 Main Street, Suite 410, West Orange, NJ 07052; and

WHEREAS, the property owner and tenant has further agreed to waive statutory pre-judgment interest on the tax refund and credit provided that they are refunded or credited within sixty (60) days of the entry of judgment; and

WHEREAS, the Township Committee of the Township of Hazlet has determined that it is in the best interests of the Township to adjust the assessment on the aforesaid property for the 2013 - 2017 tax years in accordance with the settlement.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hazlet in the County of Monmouth and State of New Jersey, as follows:

1. The tax assessment on the property located 1030 Route 36 and designated as Lot 17 in Block 68.13 on the official tax maps of the Township of Hazlet shall be reduced from a total of \$4,738,000 to a total of \$4,500,000 for tax year 2014; and reduced from a total of \$5,146,600 to a total of \$4,500,000 for tax year 2015; and reduced from a total of \$5,182,900 to a total of \$4,000,000 for tax year 2016; and reduced to a total of \$3,750,000 for tax year 2017.
2. The Township Tax Collector is hereby authorized to issue a refund for tax years 2014, 2015 and 2016 payable to “The Irwin Law Firm P.A. F.B.O. Academy Street Assoc./713 Company, Plaintiff”, 80 Main Street, Suite 410, West Orange, NJ 07052.
3. This resolution shall take effect immediately or as otherwise provided by law.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of the Township of Hazlet, do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee of the Township of Hazlet at its meeting held on the 5th day of July 2016.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that the following named employees be and they are hereby appointed to Hazlet Township Recreation Camp and the Hazlet Township Swim Club for the 2016 season:

<u>NAME/TITLE</u>	<u>SALARY</u>
Jason Glensor – Camp Counselor	\$8.38 per hour
Catherine Christopher – Substitute Counselor before/after care	\$9.50 per hour
Christina McCabe – Substitute Counselor	\$8.38 per hour
Lindsey Feirstein – Substitute Counselor	\$9.25 per hour
Christine Pobega – Pool Operations Staff	\$8.00 per hour
Andrew Bohal – Pool Operations Staff	\$8.00 per hour

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township, do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 5th day of July, 2016.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that Gary Kruk is hereby appointed to the position of a provisional Sewer Repairer I; and

BE IT FURTHER RESOLVED that the Certifying Agent send the required paperwork to the Department of Personnel.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that that foregoing is a true copy of a resolution duly passed and adopted by the Township Committee at its meeting held on the 5th day of July, 2016.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that the Engineer be and is hereby authorized to execute the Final Payment Estimate for Improvements to Laurel Avenue, Phase II in the amount of \$22,793.59; and

BE IT FURTHER RESOLVED by the Township Committee of Hazlet Township that the Engineer be and is hereby authorized to execute the Closeout Change Order in the amount of \$2,525.41 **decreasing** the total contract amount to \$336,271.76.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 5th day of July, 2016.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that the Mayor is hereby authorized to execute the New Jersey Department of Environmental Protection, Green Acres Program, ROSI Updates.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 5th day of July, 2016.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Hazlet Township Committee of Hazlet Township that the American Foundation for Suicide Prevention is authorized to have an “Out of the Darkness” walk to raise money and awareness of suicide prevention; and

BE IT FURTHER RESOLVED that this event will be held on Saturday, September 10, 2016, from 9:00 a.m. to 1:00 p.m.; and

BE IT FURTHER RESOLVED that the walk will take place through the Hazlet Swim & Tennis Parking Lot, to Middle Road to Lynn Boulevard and then back to Veteran’s Park.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 5th day of July, 2016.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

THE TOWNSHIP OF HAZLET PROVIDING FOR THE TRANSFER OF PHYSICAL CUSTODY, BUT NOT LEGAL CUSTODY, OF CERTAIN PUBLIC RECORDS TO THE MONMOUTH COUNTY ARCHIVES.

WHEREAS, the MONMOUTH COUNTY ARCHIVES is a department within the office of the Monmouth County Clerk in the State of New Jersey, having its principal office at 125 Symmes Drive, Manalapan, NJ 07726; and

WHEREAS, said institution was established for the purpose of perpetuating knowledge of, and encouraging public interest in, the history of the TOWNSHIP OF HAZLET, and to acquire and preserve materials and information relevant to the social, economic and political history of the TOWNSHIP OF HAZLET; and

WHEREAS, it has been recommended to the TOWNSHIP OF HAZLET that it would be to the mutual advantage of both the TOWNSHIP OF HAZLET and the MONMOUTH COUNTY ARCHIVES to enter into a deposit agreement providing for the transfer of physical custody, but not the legal custody, of certain historical public records to the MONMOUTH COUNTY ARCHIVES, to be kept and maintained by the Society; and

WHEREAS, the TOWNSHIP OF HAZLET has considered said recommendation and is of the opinion that such transfer of said public records, reserving to the TOWNSHIP OF HAZLET the right to recall said public records, would be beneficial to the residents of the TOWNSHIP OF HAZLET and other persons interested in the history of the TOWNSHIP OF HAZLET; and

WHEREAS, the *New Jersey Administrative Code*, at 15:3-6.3(e)(3), provides that historically significant public records may be deposited in another institution with the approval of the Division of Archives and Records Management, Department of State; and

WHEREAS, it appears that the MONMOUTH COUNTY ARCHIVES is able to provide sufficient storage space, environmental controls, and security for the preservation of said public records in its facilities, and there to permit public access to said records during its regular business hours; and

WHEREAS, the MONMOUTH COUNTY ARCHIVES has requested physical custody of said public records, and desires to enter into a deposit agreement with the TOWNSHIP OF HAZLET stating the terms and conditions of the transfer of custody:

NOW THEREFORE, BE IT RESOLVED by the TOWNSHIP OF HAZLET and the Board of Chosen Freeholders that the physical custody, but not the legal custody, of the historical public records listed in Exhibit 1 of the proposed deposit agreement as attached, and/or any future additions or corrections made to this list under the terms of the said deposit agreement, shall be transferred to the MONMOUTH COUNTY ARCHIVES; and that the said records shall be maintained and made publicly accessible by said institution in its facilities for an indefinite period; and that the deposit agreement containing the specific terms and conditions of this transfer be executed by authorized officials of both the TOWNSHIP OF HAZLET and the MONMOUTH COUNTY ARCHIVES and made part of the official minutes of the governing body of the TOWNSHIP OF HAZLET.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 5th day of July, 2016.

Evelyn A. Grandi
Municipal Clerk

Deposit Agreement

between

the TOWNSHIP OF HAZLET

and

the MONMOUTH COUNTY ARCHIVES

JULY 5, 2016

DEPOSIT AGREEMENT

Agreement made and entered into this _____ day of _____, 201_ among the Township of Hazlet hereinafter referred to as "Owner", the MONMOUTH COUNTY ARCHIVES hereinafter called "Depository," and the New Jersey State Archives.

Witnesseth:

Owner has in its possession valuable public records pertaining to the history of the Township of Hazlet, which it desires to save for the benefit of future generations. These records are designated "permanent" or "archival" on the records schedules for municipal records prepared by the Division of Revenue & Enterprise Services (DORES). Depository is willing to serve as temporary physical custodian for said public records, hereinafter referred to as the "Records," so that they can be used for historical research purposes. Owner and Depository have declared their intention to execute a Depository Agreement for certain public records. A preliminary list of the Records placed in the temporary physical custody of the Depository, including the names and inclusive dates of the record series, is attached to this agreement as Exhibit 1. The approximate volume of each record series measured in cubic feet, bound volumes, or (if less than 0.25 cubic feet) the number of items, will be added to the list within one year after the date of this agreement. This specific agreement pertains only to the Owner's Records housed at the Depository. The New Jersey State Archives is a party to, and must approve of such Depository Agreements and receive a copy of any revisions to Exhibit 1.

Section I

In accordance with N.J.A.C. 15:3-6.1(d) **Storage of records by public agencies** and N.J.A.C. 15:3-6.3(e)(3) **Designation of records storage facilities** and subject to the conditions and terms hereinafter set forth, Owner will transfer to the temporary physical custody of Depository the record series listed in Exhibit 1 attached to this agreement. Legal ownership of the Records will remain with Owner. The conditions and terms hereinafter set forth shall apply to all Records transferred to Depository, whether such documents are originals or copies (the originals of which remain in Owner's possession).

Section II

A Depository representative may inspect records to determine that they are free from vermin, insects, and mold; if found, treatment at the Owner's expense must be completed before records can be transferred.

Depository shall accept said Records when presented, store them, and preserve them under the same conditions and precautions accorded to its other valuable manuscripts. Owner shall provide copies of preliminary as well as subsequent listings to Depository's designated official(s) as identified in Section VIII.

Section III

The deposit is of indefinite duration. Either Owner or Depository shall have the privilege upon six (6) months' written notice of discontinuing the deposit arrangement. In this event, all materials shall be returned to Owner at Owner's expense.

Section IV

Owner reserves the right at any time during the term of this deposit, to recall any or all of its records, if needed (a) for use in the business of Owner, or (b) for litigation in which Owner is engaged or preparing to engage, or (c) to enable Owner to comply with a state or federal law, regulation, or court order. In such cases, Depository shall comply with such recall requests no later than two (2) working days after receipt of such notice. Records may be recalled from Depository only by Owner's authorized official, as named in Section VIII. The Depository shall prepare the Records requested by Owner for shipment in suitable containers and send them to any location designated by Owner. Any expenses incurred by Depository in fulfilling this provision shall be reimbursed by Owner. If necessary and if required by Depository, Owner will advance the funds required to transport the Records. Owner may also pick up records at the depository with two (2) working days notice.

Section V

Owner reserves the right for its authorized official, as named in Section VIII, to inspect the Records during regular business hours without advance notice to Depository in order to determine if proper care is being taken.

Section VI

Acknowledging that the purpose of this agreement is to facilitate use of the Records for historical research purposes, Owner and Depository agree that Records will be made accessible to Owner's officials and employees, and to the general public for examination, use, and reproduction (at the expense of the person or agency requesting such reproduction) during Depository's normal business hours, in accordance with the New Jersey Right to Know Law and the Open Public Records Act (*New Jersey Statutes 47:1A-1 et seq.*). All fees collected for reproductions of records will be sent to the Monmouth County Clerk.

Monmouth County may create, at its own expense, digital images and/or microfilm from the Owner's records. All such copies will be owned by Monmouth County. Monmouth County may post images of the Owner's records on the County's web pages, with credit to the Owner.

Section VII

The Records will be described, indexed, sorted (if necessary), and preserved by Depository without charge to Owner. However, ultimate retention and preservation of the Records remains, under statute, the legal responsibility of the Owner. The Depository acknowledges that the Records are public documents under statute, which cannot be destroyed, deaccessioned, transferred to another repository, or otherwise disposed of without express written permission of the Owner and the New Jersey State Archives.

Section VIII

All notices to Owner shall be addressed to:

Evelyn A. Grandi, Municipal Clerk

or to such other person as Owner shall from time to time designate.

All notices to Depository shall be addressed to:

Archivist
Monmouth County Archives
125 Symmes Drive
Manalapan, NJ 07726

or to such other person as Depository shall from time to time designate.

This agreement shall be binding upon and inure to the benefit of the successors and assigns of the parties hereto.

Section IX

If Depository shall default in the due observance or performance of any covenant, agreement or obligation of Depository contained in this agreement, Owner may, if it so elects, terminate this agreement by giving written notice to that effect to Depository and in such event the records will be returned to Owner within thirty (30) days after the date of delivery of such notice to Depository.

Section X

If Depository, at any time during the term of this agreement, finds that it is unable to observe or perform the covenants, agreements, or obligations herein contained, then it shall, upon six (6) month's written notice, return the records to Owner.

Signed:

Gary D. Saretzky, Archivist

Scott Aagre, Mayor

Date

Date

Approved:

New Jersey State Archivist or designated representative

Date

Exhibit 1

Records Transferred by Owner to Depository

The attached sheets constitute a preliminary list of all Records placed on deposit by Owner at Depository in accordance with the terms of the agreement to which this exhibit is attached.

This exhibit shall be revised and updated under the signature of the Owner's authorized official whenever items are added to or removed from the deposit. A copy of any revision to this Exhibit shall be filed with the Director, Division of Archives and Records Management, P.O. Box 307, 225 West State Street, Trenton, NJ 08625-0307.

Scott Aagre, Mayor

Date

Exhibit 1

Records of the Township of Hazlet to be deposited with Monmouth County Archives
Approximately 18 minute books and 14 ordinance books including but not limited to:

[RECORD LISTING HERE]

Minute Book – 8/6/20 – 12/16/27
Minute Book – 1/1/28 – 2/1/36
Minute Book – 3/6/36 – 12/23/39
Minute Book – 1/1/40 – 8/7/42
Minute Book – 9/4/42 – 9/7/45
Minute Book – 10/5/45 – 2/6/48
Minute Book – 2/24/48 – 9/7/51
Minute Book – 10/5/51 – 5/7/54
Minute Book – 6/4/54 – 7/6/56
Minute Book – 7/6/56 – 6/25/58
Minute Book – 7/4/58 – 2/5/60
Minute Book – 5/16/61 – 1/1/63
Minute Book – 1/1/63 – 12/1/64
Minute Book – 12/26/64 – 12/27/65
Minute Book – 2/1/66 – 5/16/67
Minute Book – 1966 – 1967
Minute Book – 1968 – 1969
Minute Book – 1970

Ordinance Index Only – 12/18/01 – 9/18/09
Ordinance Book 1-100 – 9/18/09 – 3/5/55
Ordinance Book 101-200 – 3/29/55 – 9/25/62
Ordinance Book 201-300 – 2/21/63 – 6/3/71
Ordinance Book 301-400 – 10/28/71 – 6/3/76
Ordinance Book 401-500 – 6/17/76 – 3/4/80
Ordinance Book 501-600 – 3/20/80 – 6/20/84
Ordinance Book 601-700 – 6/6/84 – 4/19/88
Ordinance Book 701-800 - 4/19/88 – 1/1/90
Ordinance Book 801-900 – 9/4/90 – 12/29/92
Ordinance Book 901 – 1000 – 1/1/93 – 10/2/95
Ordinance Book 1001-1099 – 12/19/95 – 12/15/98

**RESOLUTION APPOINTING MEMBERS TO THE
PROGRAM FOR PUBLIC INFORMATION (PPI)**

WHEREAS, the Township Committee previously appointed nine members to the Program for Public Information (PPI) all with terms which expired on May 20, 2015, and which vacancies have not previously been filled; and

WHEREAS, the terms of appointment should coincide with the expiration of the calendar year; and

WHEREAS, the ordinance is silent as to whether the appointments are to be made by the Mayor or by the Township Committee; and

WHEREAS, prior appointments were made by Resolution by the Township Committee.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Hazlet, County of Monmouth, State of New Jersey appoints the following to the PPI for the following terms:

Scott Aagre	7/5/16 through 12/31/16
Sue Kiley	7/5/16 through 12/31/16
Annie Eng	7/5/16 through 12/31/16
Joe Pobega	7/5/16 through 12/31/16
Joe Bucci	7/5/16 through 12/31/16
Margaret Murnane Brooks	7/5/16 through 12/31/16
Joe Barris	7/5/16 through 12/31/16
Meghan Leavey	7/5/16 through 12/31/16

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of the Township of Hazlet, do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee of the Township of Hazlet at its meeting held on July 5, 2016.

Evelyn A. Grandi
Municipal Clerk

**RESOLUTION APPOINTING MEMBERS TO THE
GREEN TEAM ADVISORY COMMITTEE**

WHEREAS, the Township Committee by a prior resolution previously appointed members to the Green Team Advisory Committee consisting of seven members, and a Township Committee Representative, an Alternate Township Committee Representative, and the Municipal Administrator (who shall also act as the agent for grants); and

WHEREAS, the prior resolution created midyear appointments which terms should be corrected to reflect terms expiring at the end of a calendar year; and

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Hazlet, County of Monmouth, State of New Jersey that the following are appointed to the Green Team Advisory Committee for the following terms:

Barbara Lejda	7/1/16 - 12/31/18
Audrey Tyler	7/1/16 - 12/31/18
Sue Kiley, Twp. Comm. Rep.	7/1/16 - 12/31/16
Scott Aagre, Alt. T.C. Rep.	7/1/16 - 12/31/16
Dennis Pino, Admin/Agent for Grants	7/1/16 - 12/31/16

BE IT FURTHER RESOLVED for terms that expired on July 1, 2015, that the following are appointed for the following terms:

Mary Paraskevas	7/1/16 - 12/31/17
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BE IT FURTHER RESOLVED that the terms of the remaining members are restated as follows:

Sharon Keegan	7/1/16 - 12/31/16
Ron Dente	7/1/16 - 12/31/16
Steve Grossman	7/1/16 - 12/31/16

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of the Township of Hazlet, do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee of the Township of Hazlet at its meeting held on July 5, 2016.

Evelyn A. Grandi
Municipal Clerk