

November 1, 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 – Workshop Meeting – August 23, 2016

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____
(abstain 8/23/16)

Committeeman Sachs _____ Deputy Mayor Kiley _____
(abstain 8/23/16)

Mayor Aagre _____

Approval of Minutes - Workshop & Regular Meeting – September 6, 2016

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____
(abstain 9/6/16)

Committeeman Sachs _____ Deputy Mayor Kiley _____
(abstain 9/6/16)

Mayor Aagre _____

Approval of Minutes - Workshop & Regular Meeting – September 20th and 27th, 2016
Workshop & Regular Meeting – October 4, 2016
Workshop & Regular Meeting – October 18, 2016

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____
(abstain 10/18/16)

Committeeman Sachs _____ Deputy Mayor Kiley _____
(abstain 9/20/16)

Mayor Aagre _____
(abstain 10/4/16)

Approval of Executive Session Minutes – August 23, 2016 and September 6, 2016

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____
(abstain 8/23/16) (abstain 9/6/16)

Committeeman Sachs _____ Deputy Mayor Kiley _____
(abstain 9/6/16)

Mayor Aagre _____

Approval of Executive Session Minutes – September 20th and 27th 2016
October 4th and 18th 2016

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____
(abstain 10/18/16)

Committeeman Sachs _____ Deputy Mayor Kiley _____

Mayor Aagre _____
(abstain 10/4/16)

Reports:

POLICE DEPARTMENT – September 2016 – Total Calls Handled – 1,799.

MUNICIPAL COURT – September 2016 – Total fees collected - \$25,363.56.

CONSTRUCTION OFFICIAL – September 2016 – Total fees collected - \$27,307.00.

Correspondence:

A letter was received from Tom O’Hara resigning from his position as Chief Financial Officer, Tax Collector and Qualified Purchasing Agent effective November 10, 2016.

Offered _____ 2nd _____

Voice Vote _____

Resolutions, Motions and Appointments:

Resolutions #288 through #289 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.

288. Authorizing the Mayor and Clerk to execute an agreement with Monmouth County for Special Citizens Area Transportation System (SCAT) for 2017.

289. Refund of the overpayment of taxes for Block 35, Lot 2.01.

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 _____

290. Appointment of Philip Meehan as the Acting Police Chief.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____

Committeeman Sachs _____ Deputy Mayor Kiley _____

Mayor Aagre _____

291. Transfer of funds.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____

Committeeman Sachs _____ Deputy Mayor Kiley _____

Mayor Aagre _____

292. Insertion of an item of revenue in the 2016 budget from the Body Armor Replacement Fund.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____

Committeeman Sachs _____ Deputy Mayor Kiley _____

Mayor Aagre _____

293. Insertion of an item of revenue in the 2016 budget from the Bayshore D.W.I. Saturation Patrol Program.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____

Committeeman Sachs _____ Deputy Mayor Kiley _____

Mayor Aagre _____

294. Cancellation of an unexpended General Capital appropriation for Various Road Improvements (Sycamore Avenue & West Jack Street).

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____

Committeeman Sachs _____ Deputy Mayor Kiley _____

Mayor Aagre _____

295. Authorizing the Engineer to execute the Final Payment Estimate and Closeout Change Order for the Improvements to Lammers Street – Final Payment Estimate - \$12,941.12 and the Closeout Change Order in the amount of \$48,995.47 decreasing the total contract amount to \$322,731.03.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____

Committeeman Sachs _____ Deputy Mayor Kiley _____

Mayor Aagre _____

296. Permanent appointment of Justin McClung to the position of Building Inspector.

Offered _____ 2nd _____

Roll Call: Committeeman DiNardo _____ Committeewoman Ronchetti _____

Committeeman Sachs _____ Deputy Mayor Kiley _____

Mayor Aagre _____

297. Appointment of Mark Cintron as a Substitute Prosecutor for the Joint Court of Hazlet and Aberdeen.

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: _____

October 27, 2016

Mayor and Township Committee,

Please accept this letter as notice of my resignation from my positions of Chief Financial Officer, Tax Collector and Qualified Purchasing Agent. My last day of employment will be November 10, 2016.

I have been presented with an offer to serve as Chief Financial Officer for a larger municipality, and after careful consideration, I have determined that this offer presents me with an opportunity most beneficial for my long term goals.

I appreciate the opportunity that Hazlet Township has provided me over the last 6+ years. Back in 2010 I was given a chance as an unexperienced Chief Financial Officer and for that I will always be grateful. I am proud of what I have accomplished in Hazlet and the changes that have implemented during my tenure.

One outstanding issue that weighs on me is the annual tax sale. If we can come to an agreement, my new employer has allowed me some flexibility to assist with Hazlet's tax sale up through the tax sale date of December 5, 2016.

Again, thank you for the opportunity to have served Hazlet Township and I wish the Township continued success into the future.

Sincerely,



Thomas J. O'Hara

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that the Mayor and Clerk be and they are hereby authorized to execute an agreement between the Township of Hazlet and the County of Monmouth re Special Citizens Area Transportation System (SCAT) for the 2017 Municipal Shopping Contract.

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 1st day of November, 2016.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

AUTHORIZING TRANSFERS BETWEEN BUDGET APPROPRIATIONS –
N.J.S. 40A:4-58

WHEREAS, transfers are permitted between budget appropriations during the last two months of the fiscal year;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Hazlet Township, in the County of Monmouth, New Jersey, that transfers between 2016 Budget Appropriations be made as follows:

CURRENT FUND

	<u>FROM</u>	<u>TO</u>
Municipal Clerk -		
Salaries and Wages		\$500.00
Insurance –		
Property/General/Environmental	\$9,000.00	
Public Officials/Employment Practices	1,000.00	
Workers Compensation	7,000.00	
Employee Group Health Insurance		50,000.00
Buildings and Grounds –		
Salaries and Wages	10,000.00	
Defined Contribution Retirement Program		1,500.00
Social Security System	25,000.00	
Total	\$52,000.00	\$52,000.00

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 as its meeting held on the 1st day of November, 2016.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that Philip Meehan be appointed the Acting Police Chief for Hazlet Township; and

BE IT FURTHER RESOLVED that his term will begin on November 1, 2016; and

BE IT FURTHER RESOLVED that the necessary paperwork be forward to the Department of Personnel.

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 1st day of November, 2016.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

AUTHORIZING TRANSFERS BETWEEN BUDGET APPROPRIATIONS –
N.J.S. 40A:4-58

WHEREAS, transfers are permitted between budget appropriations during the last two months of the fiscal year;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Hazlet Township, in the County of Monmouth, New Jersey, that transfers between 2016 Budget Appropriations be made as follows:

CURRENT FUND

	<u>FROM</u>	<u>TO</u>
Municipal Clerk -		
Salaries and Wages		\$500.00
Insurance –		
Property/General/Environmental	\$9,000.00	
Public Officials/Employment Practices	1,000.00	
Workers Compensation	7,000.00	
Employee Group Health Insurance		50,000.00
Buildings and Grounds –		
Salaries and Wages	10,000.00	
Defined Contribution Retirement Program		1,500.00
Social Security System	25,000.00	
Total	\$52,000.00	\$52,000.00

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 as its meeting held on the 1st day of November, 2016.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

REQUESTING APPROVAL OF ITEMS OF REVENUE AND
APPROPRIATION N.J.S. 40A:4-87
BODY ARMOR REPLACEMENT FUND

WHEREAS, N.J.S 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any County or Municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Committee of the Township of Hazlet in the County of Monmouth, New Jersey, hereby requests the Director of Division of Local Government Services to approve the insertion of an item of revenue in the budget year 2016 in the sum of \$3,868.34, which is now available from the New Jersey Division of Criminal Justice State Fiscal Year 2016 State Body Armor Replacement Fund Program in the amount of \$3,868.34.

BE IT FURTHER RESOLVED, that the like sum of \$3,868.34 is hereby appropriated under the caption New Jersey Division of Criminal Justice State Fiscal Year 2016 State Body Armor Replacement Fund; and

BE IT FURTHER RESOLVED that the above is the result of funds from the New Jersey Division of Criminal Justice State Fiscal Year 2016 State Body Armor Replacement Fund in the amount of \$3,868.34.

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 1st day of November, 2016.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

REQUESTING APPROVAL OF ITEMS OF REVENUE AND
APPROPRIATION N.J.S. 40A:4-87
BAYSHORE D.W.I. SATURATION PATROL PROGRAM

WHEREAS, N.J.S 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any County or Municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for equal amount.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Committee of the Township of Hazlet in the County of Monmouth, New Jersey, hereby requests the Director of Division of Local Government Services to approve the insertion of an item of revenue in the budget year 2016 in the sum of \$16,500.00, which is now available from the New Jersey Division of Highway Traffic Safety in the amount of \$16,500.00; and

BE IT FURTHER RESOLVED, that the like sum of \$16,500.00 is hereby appropriated under the caption 2017 Bayshore D.W.I. Saturation Patrol Program; and

BE IT FURTHER RESOLVED that the above is the result of funds from the New Jersey Division of Highway Traffic Safety in the amount of \$16,500.00.

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 1st day of November, 2016.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

WHEREAS, a General Capital Improvement appropriation and related grant receivable balance remains dedicated for a project completed under budget; and

WHEREAS, it is necessary to formally cancel said unexpended appropriation and related grant receivable;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Hazlet Township that the following unexpended and dedicated General Capital appropriation and related grant receivable be cancelled:

Ord. #1572-15 Various Road Improvement (Sycamore Ave & West Jack Street,
Community Development Block Grant) - \$20,841.00

CERTIFICATION

I, EVELYN 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 1st day of November 2016.

Evelyn 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 Lammers Street in the amount of \$12,941.12; 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 \$48,995.47 decreasing the total contract amount to \$322,731.03.

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 1st day of November, 2016.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

WHEREAS, the Township of Hazlet is in receipt of a Certification of Eligibles for the position of Building Inspector in the Construction Department; and

WHEREAS, it is the desire of the Township Committee to appoint Justin McClung to said position.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Hazlet Township that Justin McClung be and he is hereby appointed to the position of Building Inspector, in the Construction Department; and

BE IT FURTHER RESOLVED that the Certifying Agent process and forward the necessary paperwork to the Department of Personnel.

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 1st day of November, 2016.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

WHEREAS, the Township of Hazlet is in receipt of a Certification of Eligibles for the position of Building Inspector in the Construction Department; and

WHEREAS, it is the desire of the Township Committee to appoint Justin McClung to said position.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Hazlet Township that Justin McClung be and he is hereby appointed to the position of Building Inspector, in the Construction Department; and

BE IT FURTHER RESOLVED that the Certifying Agent process and forward the necessary paperwork to the Department of Personnel.

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 1st day of November, 2016.

Evelyn A. Grandi
Municipal Clerk