

**PUBLIC MEETING AGENDA
HAZLET TOWNSHIP COMMITTEE**

January 24, 2023

Meeting begins at 7:00 p.m.

(Subject to change pursuant to N.J.S.A. 10:4-8(d) – this agenda is tentative to the extent known at time of posting)

Time will be allotted for public comment at this meeting. Each speaker will be allotted a Five (5) Minute time limit when recognized by the Mayor. Individuals wishing to address the Committee, shall give their name and address. Although the Township Committee encourages public participation, it reserves the right, through the Mayor, to terminate remarks to and/or by an individual not in keeping with the conduct of a proper and efficient meeting. The Township Committee will not, during the public portion of this meeting, discuss matters involving any specific, prospective, or current employee.

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1. Public Meeting Call to Order in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 with adequate notice of this meeting being provided to the Township's two official newspapers and published on the Township's website.
 2. Roll Call by Municipal Clerk
 3. Pledge of Allegiance and a moment of silence
 4. **Citizens Hearing** – Anyone who would like to address the Township Committee regarding any matters including those items listed on the Agenda, please come up, print your name and address on the sign in sheet. Each speaker will be allotted a Five (5) Minute time limit when recognized by the Mayor. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard.

5. **Approval of Meeting Minutes:**

April 26, 2022 – Workshop Meeting
December 20, 2022

December 6, 2022 – Executive
December 20, 2022

Roll Call

PROCLAMATION:

Proclaiming January 24, 2023 as Kristina Krivicic day

6. **ORDINANCE – SECOND READING BY TITLE** – None

7. **ORDINANCE – FIRST READING BY TITLE** –public hearing set for February 7, 2023 at 7pm.

1697-23 AN ORDINANCE AMENDING AND SUPPLEMENTING "AN ORDINANCE ESTABLISHING FEES FOR THE HAZLET SWIM AND TENNIS CLUB FOR THE 2023 SEASON"

Hearing Date: February 7, 2023

ROLL CALL

**1698-23 AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 90 "POLICE DEPARTMENT"
ARTICLE II, SPECIAL DUTY ASSIGNMENTS IN THE TOWNSHIP OF HAZLET, COUNTY OF MONMOUTH AND
STATE OF NEW JERSEY**

Hearing Date: February 7, 2023

ROLL CALL

**1699-23 AN ORDINANCE THAT PROVIDES FOR THE COMPENSATION OF EMPLOYEES OF THE TOWNSHIP OF
HAZLET AND THE METHOD OF PAYMENT OF SUCH COMPENSATION FOR THE YEARS 2022 THROUGH
2025 FOR CWA LOCAL 1032 UNION EMPLOYEES**

Hearing Date: February 7, 2023

ROLL CALL

**1700-23 AN ORDINANCE THAT PROVIDES FOR THE COMPENSATION OF EMPLOYEES OF THE TOWNSHIP OF
HAZLET AND THE METHOD OF PAYMENT OF SUCH COMPENSATION FOR THE YEARS 2022 THROUGH 2026
FOR PBA LOCAL 189 UNION EMPLOYEES**

Hearing Date: February 7, 2023

ROLL CALL

**1701-23 AN ORDINANCE ESTABLISHING THE SCHEDULE OF SALARIES, SALARY RANGES, INCREMENTS, WAGES
AND FEES FOR CERTAIN OFFICIALS AND EMPLOYEES OF HAZLET TOWNSHIP, COUNTY OF MONMOUTH,
STATE OF NEW JERSEY FOR 2023.**

Hearing Date: February 7, 2023

ROLL CALL

**1702-23 ORDINANCE OF THE TOWNSHIP OF HAZLET TO ESTABLISH A REGISTRY FOR BUSINESS INSURANCE
CERTIFICATES**

Hearing Date: February 7, 2023

ROLL CALL

8. RESOLUTIONS, MOTIONS AND APPOINTMENTS (CONSENT AGENDA):

Resolutions #44 through #54 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

23-44 Authorizing to credit tax account for veteran deduction for the 2023 tax year.

23-45 Authorizing the Schuffler-Franzen VFW Post 4303 to solicit donations on the corners of State Highway 36 and Laurel Avenue on the May 20, 2023, and May 27, 2023.

23-46 Authorizing the Department of Administration to issue refunds without Township Committee approval in the amount of \$250.00 or less.

23-47 Authorizing the Issuance of a Raffle License for Hazlet Youth Athletic League.

- 23-48 Authorizing Payment Certificate No. 1 and Final to Caravella Demolition, Inc. in the amount of \$42,400.00.
- 23-49 Authorizing refunds for Little Wilds Messy Play.
- 23-50 Authorizing refunds for Lunch and Lighthouse Tour.
- 23-51 Authorizing refunds for Lego Robotics-Amazing Engineers Grades 1-3.
- 23-52 Disposing of items deemed to be broken or obsolete and of no monetary value.
- 23-53 Authorizing refund for Railroad parking permit for Jeff Holder.
- 23-54 Authorizing refund for Christmas at the Playhouse.

Roll Call

9. RESOLUTIONS SEPARATE FROM CONSENT AGENDA:

- 23-55 Appointment of Timothy P. Belicose as Acting Construction Official and Acting Building Sub Code effective December 18, 2022.

Roll Call

- 23-56 Authorizing T&M Associates to conduct Soil Borings for Eighth Street Park and prepare rig and soil reports in an amount not to exceed \$5,000.00.

Roll Call

- 23- 57 Authorizing T&M Associates to provide Engineering, Design and Construction Administrative and Observation Services for the 2023 Road Program.

Roll Call

- 23- 58 Authorizing T&M Associates to provide Design and Construction Administration and Observation Services for Croman Court Storm Water Management Basin Rehabilitation

23-59

Roll Call

10. CORRESPONDENCE

CONSTRUCTION OFFICIAL- 2022 yearly report- Received and read.
 HAZLET TOWNSHIP MUNICIPAL COURT – December - Received and read.

Motion _____ 2nd _____

Voice Vote _____

11. **PAYMENT OF BILLS** - Amount -\$6,005,455.96

Advance bill lists have been supplied to each Committee Member.

Roll Call

12. **Mayors Appointments (revised)**

S-10 Environmental Commission

Hannah Walker-term commencing 1/1/2023 and ending 12/31/24.

Amy Mescal- (Alternate #1) for an unexpired term ending 12/31/24.

Dave Smentkowski-Alternate #2) for an unexpired term ending 12/31/2023.

S-11 Recreation Advisory Committee

David Personette (Alternate 1) for an unexpired term ending 12/31/2024.

Kim Callahan (Alternate 2) for an unexpired term ending 12/31/2023.

Lori DiMartino (Alternate 3) for an unexpired term ending 12/31/2023.

13. **RESOLUTION – Executive Session**

Authorize the entering into an Executive Session in accordance with the Open Public Meetings Act, P.L. 1975, Ch. 231 for the following item(s): Personnel, Contract, Litigation

14. **ADJOURNMENT**

Motion _____ 2nd _____

Voice Vote _____

Time: _____

Office of the Mayor

Proclamation

WHEREAS, Kristina Krivicic was recently crowned International United Ms. New Jersey 2022-2023 at the Hyatt Regency in Morristown, New Jersey; and

WHEREAS, Kristina Krivicic has her Bachelors of Science in Nursing and works as a Full-time Registered Nurse in Hackensack Meridian Health and is the proud founder of Kris's Kaps, an organization dedicated to raise awareness regarding hair loss.

WHEREAS, Kristina Krivicic is very involved in the help and care of others as she has gone on a nursing mission trip to Costa Rica. She has volunteered with numerous organizations in the community, such as, The Girl Scouts of New Jersey as a Troop Leader; Donate Life-New Jersey Sharing Network; as a three-time transplant recipient advocate and a volunteer with the National Polycystic Ovarian Syndrome (PCOS) Awareness Association where she sits on two patient advisory boards. She will go on to represent our great State of New Jersey at the International Competition in July 2023 held in Orlando, Florida; and

NOW, THEREFORE, I, Michael C. Sachs, Mayor of the Township of Hazlet, by the powers vested in me, do hereby proclaim January 24, 2023, as

KRISTINA KRIVICIC DAY

in the Township of Hazlet and extend to her on behalf of the Township Committee and the citizens of Hazlet Township sincere gratitude and appreciation for her dedication and volunteerism.

Michael C. Sachs
Mayor

January 24, 2023

AN ORDINANCE AMENDING AND SUPPLEMENTING
 "AN ORDINANCE ESTABLISHING FEES FOR THE
 HAZLET SWIM AND TENNIS CLUB"
 FOR THE 2023 SEASON

BE IT ORDAINED by the Township Committee of the Township of Hazlet, County of Monmouth, State of New Jersey, as follows:

1. Chapter 276, Article III, Section 196-5 Fees Established

A. The following fees are hereby established for the Hazlet Swim and Tennis Club:

Membership Type

Membership Type	Guest Passes	Before 4/30/2023	After 4/30/2023
Resident - Individual	2	\$325.00	\$375.00
Resident - Individual + 1	2	\$515.00	\$575.00
Resident- Parent/Guardian with two children	3	\$550.00	\$600.00
Resident - Family	5	\$675.00	\$725.00
Resident - Senior Citizen	3	\$150.00	\$185.00
Non-Resident - Individual	2	\$425.00	\$475.00
Non-Resident - Individual + 1	2	\$615.00	\$675.00
Non-Resident - Family	2	\$800.00	\$875.00
Non-Resident - Senior Citizen	2	\$245.00	\$275.00

Infant: Under 3 years of age FREE (age as of 5/31/2023)

Individual: Age 18 & Over (as of 5/31/2022). Applicants under 18 must have parental consent.

Individual + 1: Adult plus one additional adult or child

Parent / Guardian with 2 Children: One parent and two children residing in the family home. The children must be 18 years old or younger or full time college students no older than 23 years of age. Proof of college matriculation is required. Children under 3 at start of pool season are free."

Family: Marital, domestic, or civil union partners, couples, and their children residing in the home w Marital, domestic, or civil union partners, couples, and their children residing in the home who are under 18 years of age or are full time college students no older than 23 years of age. Proof of college matriculation is required. Children under 3 at start of pool season are free. Maximum of 6 people who reside at the same address. \$100 each additional person.

Senior Citizen: 62 years of age (as of 5/31/23)

All adults must show proof of residency. Group Memberships (Individual + 1 and Family) must reside in the same home. Children 12 and under must be accompanied by an adult.

Day Passes (3 years and older)

Day Pass	2023 - Weekday	2023 - Weekend/Holiday
Resident - 3 years to 10 years old (before 5pm)	\$10.00	\$15.00
Resident - 3 years to 10 years old (after 5pm)	\$5.00	\$10.00
Resident - 11 years and older (before 5pm)	\$15.00	\$20.00
Resident - 11 years and older (after 5pm)	\$10.00	\$15.00
Non Resident - 3 years to 10 years old (before 5pm)	\$15.00	\$25.00
Non-Resident - 3 years to 10 years old (after 5pm)	\$10.00	\$20.00
Non Resident - 11 years and older (before 5pm)	\$25.00	\$35.00
Non-Resident - 11 years and older (after 5pm)	\$20.00	\$30.00

Guest Passes

(for members only - members must accompany guests)	2023
10 Guest Passes (sold online in advance only)	\$100.00
5 Guest Passes (sold online in advance only)	\$50.00
1 Guest Pass (sold at front gate only)	\$10.00

Swim Team

Members Only	2023
Swim Team rate Individual	\$75.00
Swim Team rate for each additl family member after 1	\$50.00
Non-Members	
Swim Team rate Individual	\$285.00
Swim Team rate for each additl family member after 1	\$250.00

Swim Lessons

Session (8 - 30 minute lessons)	2023
Member	\$45.00
Non-Member Resident	\$85.00
Non-Member Non-Resident	\$125.00

Picnics/Group Events

Swim Club Members ONLY. Minimum party of 15 or more. No Guest Passes. Limit 2 parties per household per season. Parties not available for booking on holidays. Reserved Ahead of time.	
	2023
per person	\$12.00

E. Refunds are available only up to July 4th and are subject to a 15% administrative charge.

- 2. All ordinances and parts of ordinances inconsistent herewith are hereby repealed.
- 3. This ordinance shall take effect immediately following adoption and publication pursuant to law.

ATTEST:

TOWNSHIP OF HAZLET:

Mary L. Lynch, Municipal Clerk

Michael C. Sachs, Mayor

Adopted: _____

AN ORDINANCE AMENDING AND SUPPLEMENTING
CHAPTER 90 "POLICE DEPARTMENT"
ARTICLE II, SPECIAL DUTY ASSIGNMENTS IN THE
TOWNSHIP OF HAZLET, COUNTY OF MONMOUTH AND
STATE OF NEW JERSEY

Chapter 90-17 Approval of Chief of Police.

Any and all special duty assignments for police personnel shall be determined and approved by the Chief of Police or his designee. No police officer shall perform special duty assignments for private parties or non-law enforcement entities for compensation other than through the procedure set forth in this article. The Chief of Police or his designee shall obtain such information as he determines necessary and is authorized to approve such special duty police work in accordance with this article. The Chief of Police or his designee may assign a police vehicle for use in performing special duty if and in the event it is determined that the use of a police vehicle is necessary to perform the contracted duty. The Chief of Police or his designee may deny the assignment or use of police officers or vehicles and/or may impose any condition or requirement as in his sole discretion and determination is in the best interest of the Township and/or police officers or public safety. The Chief of Police or his designee shall be guided by the nature of the assignment and may refuse to approve those with conflict of interest and/or significant risk of injury. The Chief of Police or his designee may assign a police vehicle or appropriate equipment for use in performing special duty and in the event it is determined that the use of a police vehicle is necessary to perform the contracted duty. This ordinance does not apply to assignments or work performed for or at the direction of any Special Task Force or similar assignments by the Monmouth County Prosecutor's Office or other law enforcement agencies, except that payments to the officer(s) performing such assignments may be made by such law enforcement agencies through the Township Special Duty Police Fund subject to the approval of the Municipal Finance Officer.

Chapter 90-19 Officers on duty; agreement; payment and costs.

Officers engaged in special duty assignments shall be deemed on duty of all purposes, including but not limited to worker's compensation, public liability and third-party claims for damages and shall conform to all police department rules, regulations and procedures. All such agreements for special duty assignments shall be contracted for in writing by the completion of a form available from the Police Department, which contracts shall be kept on record as other such public documents. The hourly rate shall be set by the Township Committee. Delinquent parties

shall be liable for all costs, fees and attorney's fees associated with the collection of any amounts due. Private parties or attorneys who utilize police officers in civil cases by subpoena will be responsible to reimburse the Township for the costs incurred for the officer's time while complying with the subpoena. The time incurred will be billed by the Township to the requesting private attorney or party. This section does not apply to internal administrative or disciplinary matters in which reimbursement to the Township is not applicable.

Chapter 90-21 – Special Fund.

A. All payments for special duty assignments shall be deposited in and be made through a special police fund established by the Municipal CFO from which payments shall be made to the individual police officers performing such service. All payments from the trust fund shall be made to the police officers in a timely manner as provided by law, subject to required deductions and an administrative fee of \$30.00 per hour to be retained by the municipality. Any dispute between the contractor and the police officer on assignment as to services required or compensation due shall be determined by the Chief of Police or his designee. The Chief of Police's decision or that of his designee shall be final and binding.

E. Rates.

(1) (a) Prevailing Sergeant overtime rate exclusive of longevity, college credits and detective stipend, such rate to be set by the Township Committee.

(b) School assignments. As set by agreement between the Hazlet Township Board of Education and the Hazlet Township Committee.

(2) In addition to the hourly rate listed above a fee of \$30.00 per hour shall be retained by the municipality. The Chief of Police or his designee may waive the minimum hours on a particular assignment, after consultation with the officers involved in the assignment, should he determine this is in the interests of the Township. In continuing assignments, the Chief of Police or his designee may waive the hourly minimum on a continuing basis. The Chief of Police or his designee may waive the administrative fee for assignments for municipalities or governmental agencies when appropriate in his discretion for regional events or mutual-aid type situations.

F. Administration.

- (1) The Township may choose to utilize a secondary service to administrate and perform the above actions related to the special duty employment process. These actions include but are not limited to communicating with said person or company to schedule special duty jobs, scheduling the officers for the said jobs, invoicing the person or company and receiving escrow and/or payments from the person or company in a manner set forth by the secondary service provider. The secondary service provider may charge an addition fee for services that is above and in addition to the fee structure stated above and utilize business-type collection rules as set forth in the contract between the Township and the secondary service provider.

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.

ATTEST:

TOWNSHIP OF HAZLET:

Mary L. Lynch, Municipal Clerk

Michael C. Sachs, Mayor

Adopted: _____

ORDINANCE

AN ORDINANCE THAT PROVIDES FOR THE COMPENSATION OF EMPLOYEES OF
THE TOWNSHIP OF HAZLET AND THE METHOD OF PAYMENT OF SUCH
COMPENSATION FOR THE YEARS 2022 THROUGH 2025 FOR CWA LOCAL 1032
UNION EMPLOYEES

BE IT ORDAINED by the Township Committee of the Township of Hazlet, County of Monmouth, State of New Jersey, as follows:

SECTION 1: The rates of compensation for each employee of the Township of Hazlet shall be on an annual basis.

Such rates of pay shall be effective on July 1, 2022:

Title	July 1 2022	July 1 2023	July 1 2024	Jan. 1 2025	July 1 2025
Keyboard Clerk 1/ACCOUNT CLERK/CASHIER	\$39,500.00	\$40,388.75	\$41,398.47	\$42,019.45	\$42,649.74
Keyboard Clerk 1/PRINCIPAL CASHIER/SR Clerk Typist	\$59,655.86	\$60,998.12	\$62,523.07	\$63,460.92	\$64,412.83
Keyboard Clerk 1/Keyboard Clerk 2 DPW	\$39,500.00	\$40,388.75	\$41,398.47	\$42,019.45	\$42,649.74
Keyboard Clerk 1/TECH. ASSIST. LAND USE	\$42,000.00	\$42,945.00	\$44,018.63	\$44,678.90	\$45,349.09
Keyboard Clerk 1/RECORDS SUPPORT TECHNICIAN 1	\$39,500.00	\$40,388.75	\$41,398.47	\$42,019.45	\$42,649.74
Keyboard Clerk 1/TECH. ASSIST. TO THE CONST. OFFICIAL	\$59,655.86	\$60,998.12	\$62,523.07	\$63,460.92	\$64,412.83
Clerk Stenographer	\$52,101.00	\$53,273.27	\$54,605.10	\$55,424.18	\$56,255.54
Deputy Court Administrator	\$52,101.00	\$53,273.27	\$54,605.10	\$55,424.18	\$56,255.54

SECTION 2. INCONSISTENCY - all ordinance or parts inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 3. EFFECTIVE DATE - This ordinance shall become effective after publication in accordance with the laws of New Jersey. This ordinance will become effective immediately upon publication in accordance with law.

ATTEST:

TOWNSHIP OF HAZLET:

Mary L. Lynch, Municipal Clerk

Michael C. Sachs, Mayor

Adopted: _____

AN ORDINANCE THAT PROVIDES FOR THE COMPENSATION OF EMPLOYEES OF THE TOWNSHIP OF HAZLET AND THE METHOD OF PAYMENT OF SUCH COMPENSATION FOR THE YEARS 2022 THROUGH 2026 FOR PBA LOCAL 189 UNION EMPLOYEES

BE IT ORDAINED by the Township Committee of the Township of Hazlet, County of Monmouth, State of New Jersey, as follows:

SECTION 1: The rates of compensation for each employee of the Township of Hazlet shall be on an

	2022	2023	2024	2025	2026
Acad. Enrollee 1st .*	\$53,028.14	\$53,028.14	\$53,558.42	\$54,094.01	\$54,094.01
Acad. Grad.2d six mos.*	\$58,624.61	\$58,624.61			
First	\$62,696.12	\$63,479.82	\$59,357.42	\$60,099.39	\$60,850.63
Second	\$67,032.76	\$67,870.67	\$68,719.05	\$69,578.04	\$70,447.77
Third	\$72,232.37	\$73,677.02	\$74,597.98	\$75,530.46	\$76,474.59
Fourth	\$76,789.61	\$78,325.40	\$79,891.91	\$80,890.56	\$81,901.69
Fifth	\$81,346.84	\$82,973.77	\$84,633.25	\$86,325.91	\$87,404.99
Sixth	\$85,904.07	\$87,622.16	\$89,374.60	\$91,162.09	\$92,985.33
Seventh	\$90,461.30	\$92,270.53	\$94,115.94	\$95,998.26	\$97,918.22
Eighth	\$95,018.54	\$96,918.91	\$98,857.29	\$100,834.43	\$102,851.12
Ninth	\$99,819.83	\$102,065.78	\$104,107.10	\$106,189.24	\$108,313.02
Tenth	\$104,898.70	\$107,783.41	\$109,939.08	\$112,137.86	\$114,380.62
Eleventh	\$109,755.83	\$113,048.51	\$116,439.96	\$119,933.16	\$123,531.16
Twelfth	\$115,563.80	\$119,319.63	\$123,197.52	\$127,201.44	\$131,653.49
Sergeant	\$125,271.16	\$129,819.76	\$134,285.29	\$138,967.57	\$144,160.57
Lieutenant	\$134,040.15	\$139,231.69	\$144,356.69	\$149,737.55	\$155,693.41

annual basis. Such rates of pay shall be effective January 1, 2022:

SECTION 2. INCONSISTENCY - all ordinances or parts inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 3. EFFECTIVE DATE - This ordinance will become effective immediately upon publication in accordance with law.

ATTEST:

TOWNSHIP OF HAZLET:

Mary L. Lynch, Municipal Clerk

Michael C. Sachs, Mayor

Adopted _____

AN ORDINANCE ESTABLISHING THE SCHEDULE
OF SALARIES, SALARY RANGES, INCREMENTS, WAGES AND FEES
FOR CERTAIN OFFICIALS AND EMPLOYEES OF HAZLET TOWNSHIP,
COUNTY OF MONMOUTH, STATE OF NEW JERSEY FOR 2023

BE IT ORDAINED by the Township Committee of Hazlet Township, County of Monmouth and State of New Jersey as follows:

SECTION 1 The following is a schedule of salaries, salary ranges, increments, wages and fees for certain offices and positions under the municipal government of Hazlet Township.

<u>TITLE</u>	<u>SALARIES AND RANGES</u>
Administrative Secretary	\$ 40,000.00 - \$ 66,950.00
Alliance Substance Use Disorder Coordinator	\$ 20,000.00 - \$ 35,000.00
Alternate Registrar	\$ 500.00 - \$ 1,500.00
Building Inspector (Part Time)	\$ 25.00 - \$45.00 per hour
Building Maintenance Worker (Part Time)	\$ 14.50 - \$22.00 per hour
Certified Tax Assessor	\$ 60,000.00 - \$ 90,000.00
Certified Tax Collector	\$ 60,000.00 - \$ 90,000.00
Chief Financial Officer	\$ 110,000.00 - \$165,000.00
Chief Financial Officer (Part-Time)	\$ 40,000.00 - \$90,000.00
Chief of Police	\$178,000.00 - \$250,000.00
Clean Communities Coord	\$ 3,500.00 - \$ 6,500.00
Clean Communities Laborer	\$15.00 - \$22.00 per hour
Clerk Typist (Part-Time)	\$ 15.00 - \$22.00 per hour
Code Enforcement Officer	\$ 35,000.00 - \$ 62,000.00
Code Enforcement Officer (Part Time)	\$ 20.00 - \$40.00 per hour
Construction Code Official/Building Subcode Official	\$ 65,000.00 - \$150,000.00
Acting Const. Code Official/Building SC Official (P/T)	\$ 30.00 - \$45.00 per hour
Coordinator of Safety Programs	\$ 1,000 - \$2,500
CRS Coordinator	\$ 1,500.00 - \$ 5,000.00
Court Administrator	\$ 45,000.00 - \$ 80,000.00
Deputy Chief of Police	\$150,000.00 - \$200,000.00
Deputy Court Administrator	\$ 40,000.00 - \$ 62,000.00
Deputy Municipal Clerk	\$ 40,000.00 - \$ 58,000.00
Deputy Registrar	\$ 1,000.00 - \$ 5,000.00
Electrical Subcode Official/Electrical Inspector (Part-Time)	\$ 30.00 - \$45.00 per hour
Fire Protection Subcode HHS (Part Time)	\$ 12,000.00 - \$ 16,000.00
Keyboarding Clerk I	\$ 30,000.00 - \$ 75,000.00
Keyboarding Clerk I (Part Time)	\$ 16.00 - \$30.00 per hour
Maintenance Supervisor	\$ 60,000.00 - \$ 90,000.00
Mayor	\$ 4,800.00 - \$ 6,200.00
Mechanical Inspector	\$ 45.00 - \$65.00 per hour
Messenger (Part Time)	\$ 14.50 - \$19.00 per hour
Municipal Administrator	\$ 125,000.00 - \$175,000.00
Municipal Clerk	\$ 65,000.00 - \$ 90,000.00
Municipal Department Head	\$ 35,000.00 - \$ 85,000.00
Municipal Treasurer	\$ 66,000.00 - \$ 90,000.00

Payroll Clerk	\$ 30,000.00 - \$ 55,000.00
Senior Payroll Clerk	\$ 45,000.00 - \$ 70,000.00
Personnel Officer (Part Time)	\$ 35.00 - \$65.00 per hour
Plumbing Subcode Official (Part Time)	\$ 30.00 - \$45.00 per hour
Public Information Officer	\$ 55,000.00 - \$ 72,100.00
Qualified Purchasing Agent	\$ 7,500.00 - \$ 15,000.00
Records Support Technician I (Part Time)	\$ 25.00 - \$35.00 per hour
Recreation Director (Full Time)	\$ 55,000.00 - \$ 85,000.00
Recreation Program Coordinator (Part Time)	\$ 16.00 - \$25.00 per hour
Recreation/Park Attendant (Part Time)	\$ 14.50 - \$20.00 per hour
Assistant Recreation Supervisor (Part Time)	\$ 20.00 - \$40.00 per hour
Recycling Coordinator	\$ 2,500.00 - \$ 6,000.00
Registrar	\$ 4,000.00 - \$ 7,500.00
Right to Know Coordinator	\$ 1,000.00 - \$ 1,500.00
School Crossing Guards	\$ 14.50 - \$20.00 per hour
Secretary Environmental Commission	\$100.00 - \$150.00 per meeting
Secretary Land Use Board	\$100.00 - \$150.00 per meeting
Secretary Open Space Commission	\$100.00 - \$150.00 per meeting
Sewer Repairer Supervisor	\$ 60,000.00 - \$ 90,000.00
Special Officer Class III – Part Time	\$ 35.00 - \$45.00 per hour
Substitute School Crossing Guard	\$ 14.50 - \$20.00 per hour
Summer Camp Specialist	\$ 14.50 - \$19.00 per hour
Summer Camp Assistant Supervisor	\$ 2,500.00 - \$ 4,000.00
Summer Camp Counselors	\$ 14.50 - \$20.00 per hour
Summer Camp Supervisor	\$ 3,500.00 - \$ 7,000.00
Summer Camp Office Staff	\$ 14.50 - \$19.00 per hour
Superintendent of Public Works	\$ 95,000.00 - \$145,000.00
Supervisor of Crossing Guards	\$300.00 - \$700.00 per month
Supervisor of Public Works	\$ 60,000.00 - \$ 90,000.00
Swim Club Certified Pool Operator/Head Manager	\$ 12,000.00- \$18,000.00
Swim Club Head Lifeguard	\$ 3,200.00 - \$ 4,500.00
Swim Club Head Manager	\$ 30.00 - \$40.00 per hour
Swim Club Head Lifeguard	\$ 22.00 - \$35.00 per hour
Swim Club Life Guard	\$ 14.50 - \$ 22.00 per hour
Swim Club Office Staff	\$ 14.50- \$17.00 per hour
Swim Club Operations Staff	\$ 14.25 - \$16.00 per hour
Swim Club Shift Managers	\$ 16.00 - \$25.00 per hour
Swim Team Assistant Coach	\$ 600.00 - \$ 1,500.00
Swim Team Head Coach	\$ 2,000.00 - \$ 3,000.00
Township Committee	\$ 4,500.00 - \$ 5,500.00
Violations Clerk (Part Time)	\$ 15.00 - \$22.00 per hour
Zoning Officer (Part Time)	\$ 10,000 - \$20,000
Zoning Officer (Full Time)	\$ 55,000 - \$80,000

Section 2 – The Governing Body will adopt a resolution specifying the person or persons within each designation, where applicable.

Section 3 – This ordinance will take effect upon its final passage, adoption and publication in the manner prescribed by law and the salaries set forth herein shall be retroactive, where applicable.

ATTEST:

TOWNSHIP OF HAZLET:

Mary L. Lynch, Municipal Clerk

Michael C. Sachs, Mayor

Adopted: _____

ORDINANCE OF THE TOWNSHIP OF HAZLET TO
ESTABLISH A REGISTRY FOR BUSINESS INSURANCE CERTIFICATES

WHEREAS, the State of New Jersey has enacted a new statute which requires business owners and rental unit owners to maintain certain liability insurance policies and register certificates of insurance demonstrating compliance with such statute with the municipality; and

WHEREAS, the requirement to register a certificate of insurance was effective November 6, 2022, 90 days following enactment; and

WHEREAS, said law provides that the municipality may, by ordinance, establish a reasonable administrative fee for the certificate of registration;

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Hazlet, County of Monmouth, State of New Jersey that pursuant to New Jersey statute, all business owners and rental unit owners shall register a certificate of insurance as required by statute in the office of the Municipal Clerk on an annual basis, which office shall maintain a registry of certificates of insurance filed with it, and each registration shall be accompanied by payment of \$25.00 as an administrative fee for such registration payable to the Township of Hazlet.

This Ordinance shall take effect upon final passage and publication in accordance with New Jersey law.

ATTEST:

TOWNSHIP OF HAZLET:

Mary L. Lynch, Municipal Clerk

Michael C. Sachs, Mayor

Adopted: _____

RESOLUTION

AUTHORIZING TO CREDIT TAX ACCOUNT FOR VETERAN
DEDUCTION FOR THE 2023 TAX YEAR

BE IT RESOLVED by the Township Committee of Hazlet Township, County of Monmouth, State of New Jersey, that the proper officers be and they are hereby authorized to credit the tax account \$250.00, for a Veteran Deduction, for the 2023 tax year, granted by the Tax Assessor.

<u>BLOCK</u>	<u>LOT</u>	<u>NAME</u>	<u>AMOUNT</u>	<u>YEAR</u>
99	9	E & B KIRIAKOS	\$250.00	2023

NOW THEREFORE BE IT RESOLVED that a copy of this Resolution be forwarded to the Tax Collector and the Chief Financial Officer.

CERTIFICATION

I, MARY L. LYNCH, 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 24th day of January 2023.

Mary L. Lynch
Municipal Clerk

RESOLUTION

AUTHORIZING SCHAUFLER-FRANZEN VFW POST 4303 TO SOLICIT DONATIONS

BE IT RESOLVED by the Township Committee of Hazlet Township that the members of the Schaufler-Franzen VFW Post 4303 are hereby authorized to solicit donations on the corners of State Highway 36 and Laurel Avenue on the following dates: May 20, 2023 and May 27, 2023.

CERTIFICATION

I, MARY L. LYNCH, 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 24th day of January 2023.

Mary L. Lynch
Municipal Clerk

R-45

RESOLUTION

AUTHORIZING THE DEPARTMENT OF ADMINISTRATION
TO ISSUE REFUNDS WITHOUT TOWNSHIP COMMITTEE
APPROVAL IN THE AMOUNT OF \$250.00 OR LESS

WHEREAS, on September 20, 2022, Resolution #263 (Authorizing Department of Administration to issue refunds) was adopted; and

WHEREAS, it is the desire of the Township Committee to amend same.

WHEREAS, Hazlet Township, through the various departments, often times accepts deposits for reservation of Town facilities; and

WHEREAS, a deposit is often times required at the time of reservation; and

WHEREAS, in the event of a cancellation of the reservation the deposit monies are returned; and

WHEREAS, the Department of Administration has requested the ability to issue, without Township Committee approval, refunds which are \$250.00 or less; and

WHEREAS, Township Committee believes that authorizing same would result in the more efficient operations and would benefit Township residents.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Hazlet Township, County of Monmouth, State of New Jersey, that the refunds which are \$250.00 or less may be issued without additional Township Committee approval if deemed appropriate by the respective department head and the Municipal Administrator.

BE IT FURTHER RESOLVED that the Township Committee of Hazlet Township hereby authorizes the Municipal Administrator and Municipal Clerk to execute any and all necessary documents in order to effectuate same.

CERTIFICATION

I, MARY L. LYNCH, 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 24th day of January 2023.

Mary Lynch
Municipal Clerk

R-46

RESOLUTION

AUTHORIZING THE ISSUANCE OF A RAFFLE LICENSE

BE IT RESOLVED by the Township Committee of Hazlet Township that the Municipal Clerk is hereby authorized to issue the following raffle license(s):

RL-4297 HAZLET YOUTH ATHLETIC LEAGUE

CERTIFICATION

I, MARY L. LYNCH, 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 24th day of January 2023.

Mary L. Lynch
Municipal Clerk

R-47

RESOLUTION

AUTHORIZING PAYMENT CERTIFICATE NO. 1 AND FINAL TO
CARAVELLA DEMOLITION, INC.

BE IT RESOLVED by the Township Committee of Hazlet Township that the Chief Financial Officer is hereby authorized to make payment on Payment Certificate Number 1 & final payment for Caravella Demolition, Inc.. for Storage building Demolition at James J. Cullen Community Center in the amount of \$42,400.00; and

BE IT FURTHER RESOLEVED that the Chief Financial Officer has certified that the funds are available from Storage Building Demolition at the James J. Cullen Community Center (2-01-28-0370-00299).

CERTIFICATION

I, MARY L. LYNCH, 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 24th day of January 2023.

Mary L. Lynch
Municipal Clerk

RESOLUTION

AUTHORIZING REFUNDS FOR LITTLE WILDS MESSY PLAY

WHEREAS, the Department of Recreation of the Township of Hazlet, in the County of Monmouth, State of New Jersey, collected monies from Christine Estrada associated with the Little Wilds Messy Play; and

WHEREAS, said monies were received from and were deposited into the Recreation Trust Fund account; and

WHEREAS, the class was cancelled by Instructor due to low enrollment.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee that the Chief Financial Officer be authorized to return such fees: and

BE IT FURTHER RESOLVED that the Municipal Clerk forward a certified copy of this resolution to Recreation.

APPLICANT

AMOUNT OF REFUND

Christine Estrada
309 Central Avenue
Union Beach NJ 07735

\$220.00

CERTIFICATION

I, MARY L. LYNCH, 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 24th day of January, 2023

Mary L. Lynch
Municipal Clerk

RESOLUTION

AUTHORIZING REFUNDS FOR LUNCH AND LIGHTHOUSE TOUR

WHEREAS, the Department of Recreation of the Township of Hazlet, in the County of Monmouth, State of New Jersey, collected monies from Willie Michitsch associated with the Lunch and Lighthouse Tour; and

WHEREAS, said monies were received from and were deposited into the Recreation Trust Fund account; and

WHEREAS, they could not attend due to unforeseen circumstances.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee that the Chief Financial Officer be authorized to return such fees: and

BE IT FURTHER RESOLVED that the Municipal Clerk forward a certified copy of this resolution to Recreation.

APPLICANT

AMOUNT OF REFUND

Willie Michitsch
16 Fredwood Place
Matawan NJ 07747

\$110.00

CERTIFICATION

I, MARY L. LYNCH, 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 24th day of January, 2023

Mary L. Lynch
Municipal Clerk

RESOLUTION

AUTHORIZING REFUNDS FOR LEGO ROBOTICS-AMAZING ENGINEERS GRADES 1-3

WHEREAS, the Department of Recreation of the Township of Hazlet, in the County of Monmouth, State of New Jersey, collected monies associated with the Lego Robotics -Amazing Engineers Grades 1-3; and

WHEREAS, said monies were received from Jill Portano and Melissa Brown, were deposited into the Recreation Trust Fund account; and

WHEREAS, the class has been cancelled due to lack of participation.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee that the Chief Financial Officer be authorized to return such fees; and

BE IT FURTHER RESOLVED that the Municipal Clerk forward a certified copy of this resolution to Recreation.

APPLICANT

AMOUNT OF REFUND

Jill Portano
3 Roland Place
Hazlet NJ 07730

\$310.00

Melissa Mendez-Brown
38 Hemlock Street
Hazlet NJ 07730

\$155.00

CERTIFICATION

I, MARY L. LYNCH, 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 24th day of May 2023.

Mary L. Lynch
Municipal Clerk

RESOLUTION

DISPOSING OF VARIOUS ITEMS DEEMED TO BE BROKEN OR OBSOLETE AND OF
NO MONETARY VALUE.

WHEREAS, the Township of Hazlet is desirous of disposing various items (see attached list) deemed to be broken or obsolete equipment; and

WHEREAS, it has been determined that the existing various items are obsolete and of no monetary value.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Hazlet Township that the existing various items in the Hazlet Township be disposed of and be entered into the recyclable system or be disposed of as refuse be and hereby is authorized to dispose of the broken or obsolete property as scrap.

CERTIFICATION

I, MARY L. LYNCH, 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 24th day of January 2023.

Mary L. Lynch
Municipal Clerk

ITEMS TO BE DISPOSED:

- 1 speaker stand - broken
- 3 children's folding tables - water damaged
- 1 large metal white board - legs broken
- 3 AT&T phones – obsolete
- 1 outdated desk fax/phone machine - obsolete
- 1 walkie/talkie (looks like a police scanner), outdated and I'm not sure it will even work anymore
- 1 wooden "hamburger design" wooden chair – broken
- 1 lockbox
- Large Menorah
- 2 tans filing cabinets-Broken
- 1 speaker system- obsolete

RESOLUTION

AUTHORIZING REFUND FOR RAILROAD PERMIT FEE

BE IT RESOLVED by the Township Committee of Hazlet Township that the below named shall receive a refund of their 2022-2023 Railroad Parking Permit fee; and

<u>Name</u>	<u>Amount</u>
Jeff Holder 1 California Avenue Hazlet NJ 07730	\$166.66

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the Department of Public Works.

CERTIFICATION

I, MARY L. LYNCH, 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 24th day of January 2023.

Mary L. Lynch
Municipal Clerk

RESOLUTION

AUTHORIZING REFUNDS FOR CHRISTMAS AT THE PLAYHOUSE

WHEREAS, the Department of Recreation of the Township of Hazlet, in the County of Monmouth, State of New Jersey, collected monies from Sueann Deconzo associated with the Christmas at the Playhouse; and

WHEREAS, said monies were received from and were deposited into the Recreation Trust Fund account; and

WHEREAS, could not attend due to unforeseen circumstances.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee that the Chief Financial Officer be authorized to return such fees: and

BE IT FURTHER RESOLVED that the Municipal Clerk forward a certified copy of this resolution to Recreation.

APPLICANT

AMOUNT OF REFUND

Sueann Deconzo
500 Broad Street, Apt 9m
Keyport NJ 07735

\$115.00

CERTIFICATION

I, MARY L. LYNCH, 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 24th day of January, 2023

Mary L. Lynch
Municipal Clerk

RESOLUTION

APPOINTING ACTING CONSTRUCTION AND ACTING BUILDING
SUB CODE OFFICIAL

WHEREAS, due to the retirement of the construction official and building sub code official, there is a need to appoint an acting construction official and acting building subcode official for the Township to serve due to the vacancy of the construction or building subcode official; and

WHEREAS, Timothy P. Belicose has been recommended for the position by the Municipal Administrator to serve as acting construction official and acting building sub code effective December 18, 2022 at the rate of \$41/hour until the vacancy is filled; and

WHEREAS, the Township Council desires to provide advice and consent to the appointment of Timothy P. Belicose as set forth above.

NOW THEREFORE BE IT RESOLVED that the appointment of Timothy P. Belicose to the position of Acting Construction and Acting Building Subcode Official for the Township of Hazlet is hereby approved on the terms and conditions set forth above.

CERTIFICATION

I, MARY L. LYNCH, 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 24th day of January 2023.

Mary L. Lynch
Municipal Clerk

RESOLUTION

AUTHORIZING T&M ASSOCIATES TO CONDUCT SOIL BORINGS FOR
EIGHTH STREET PARK

BE IT RESOLVED by the Township Committee of Hazlet Township that T&M Associates be and they are hereby authorized to conduct Soil Borings within Eighth Street Park, Block 30, Lot 31 and prepare rig and soils report, in an amount not to exceed \$5,000.00.

CERTIFICATION

I, MARY L. LYNCH , 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 24th day of January 2023.

Mary L. Lynch
Municipal Clerk

RESOLUTION

AUTHORIZING T&M ASSOCIATES TO PROVIDE ENGINEERING, DESIGN AND
CONSTRUCTION ADMINISTRATION AND OBSERVATION SERVICES FOR 2023
ROAD PROGRAM

BE IT RESOLVED by the Township Committee of Hazlet Township that T&M Associates is hereby authorized to provide Engineering, Design and Construction Administration and Observation Services for the 2023 Road Improvement Program, in an amount not to exceed \$332,000.00.

BE IT ALSO RESOLVED, that the Chief Financial Officer has certified that the funds are available pursuant to the attached certification of funds.

CERTIFICATION

I, MARY L. LYNCH, 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 24th day of January, 2023.

Mary L. Lynch
Municipal Clerk

R-57

**Certification of Availability of
Funds**

As required by N.J.S.A. 40A:4-57, N.J.A.C. 5:30-145, and any other applicable requirement, I, Joseph Sarno, on behalf of Holman Frenia Allison PC, Chief Financial Officer of the Township of Hazlet, have ascertained that there are available sufficient funds in Ordinance 1681 – 2022 Road Projects (Section 20 Costs) (C-04-22-1681-00020) for engineering services from T&M associates.

Not to exceed: \$332,00.00

Holman Frenia Allison, P.C.

Holman Frenia Allison PC – CMFO 1/20/2022

RESOLUTION

AUTHORIZING T&M ASSOCIATES TO PROVIDE DESIGN AND
CONSTRUCTION ADMINISTRATION AND OBSERVATION SERVICES FOR
CROMAN COURT STORM WATER MANAGEMENT BASIN REHABILITATION

BE IT RESOLVED by the Township Committee of Hazlet Township that T&M Associates is hereby authorized to provide the following services for Croman Court Storm Water Management Basin Rehabilitation; in an amount not to exceed \$59,000.00.

- Field Survey and Base Mapping
- Environmental Permitting
- Design Services
- Construction administration and Observation

BE IT ALSO RESOLVED, that the Chief Financial Officer has certified that the funds are available pursuant to the attached certification of funds.

CERTIFICATION

I, MARY L. LYNCH, 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 24th day of January, 2023.

Mary L. Lynch
Municipal Clerk

**Certification of Availability of
Funds**

As required by N.J.S.A. 40A:4-57, N.J.A.C. 5:30-145, and any other applicable requirement, I, Joseph Sarno, on behalf of Holman Frenia Allison PC, Chief Financial Officer of the Township of Hazlet, have ascertained that there are available sufficient funds in the American Rescue Funds (G-02-40-0795-00001) for engineering services from T&M associates.

Not to exceed: \$59,00.00

Holman Frenia Allison, P.C.

Holman Frenia Allison PC – CMFO 1/23/2023

MAYOR'S APPOINTMENTS - ENVIRONMENTAL COMMISSION
(Revised)

Hannah Walker

for a term commencing on 1/1/2023 and
ending 12/31/2024

Amy Mescal
(Alternate #1)

for an unexpired term ending 12/31/2023

MAYOR'S APPOINTMENT - RECREATION ADVISORY COMMITTEE
(REVISED 1/24/2023)

David Personette
(Alternate #1)

for an unexpired term ending 12/31/2024

Kim Callahan
(Alternate #2)

for an unexpired term ending 12/31/2023

Lori DiMartino

for an unexpired term ending 12/31/2023