

**PUBLIC MEETING AGENDA  
HAZLET TOWNSHIP COMMITTEE**

**March 14, 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. **Citizen 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.

Motion to close:

Offered \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

Voice Vote:

**5. Approval of Meeting Minutes:**

**Workshop Meeting**

1/25/2022 (abstain Deputy Mayor Terranova, Committeeman Preston, Committeeman Cavuto)

3/1/2022 (abstain Deputy Mayor Terranova, Committeeman Preston, Committeeman Cavuto)

4/5/2022 (abstain Committeeman Preston and Committeeman Cavuto)

**Executive Session**

1/24/2023

2/28/2023

**Roll Call**

**6. ORDINANCE – SECOND READING BY TITLE –**

1703-23 AN ORDINANCE THAT PROVIDES FOR THE COMPENSATION OF EMPLOYEES OF THE TOWNSHIP OF HAZLET AND THE METHOD OF PAYMENT OF SUCH COMPENSATION FOR YEARS 2023 THROUGH 2026 FOR TEAMSTERS LOCAL 641 UNION EMPLOYEES.

Mayor Sachs opens the floor for public hearing.

**Roll Call**

1704-23 AN ORDINANCE FIXING AND ESTABLISHING THE FEE SCHEDULE FOR HAZLET TOWNSHIP RECREATION PROGRAMS FOR 2023. **AS AMENDED**

Mayor Sachs opens the floor for public hearing.

**Roll Call**

1705-23 AN ORDINANCE AMENDING CHAPTER 5 OF THE TOWNSHIP OF HAZLET TO ADD ARTICLE VIII TO BE ENTITLED "OFFICE OF AGING".

Mayor Sachs opens the floor for public hearing.

**Roll Call**

7. **ORDINANCE – FIRST READING BY TITLE** – None

**Roll Call**

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

*Resolutions #81 is 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*

23-81 Issuance of Raffle Licenses RL-4309, RL-4310, RL-4311, RL-4312, RL-4313 Hazlet Youth Athletic League and RL-4316 Rocket Launchers Association.

**ROLL CALL**

9. **RESOLUTIONS SEPARATE FROM CONSENT AGENDA:**

23-82 Approval and acceptance of the 2021 Corrective Action Plan

**ROLL CALL**

23-83 Acceptance of the 2021 Audit Report

**ROLL CALL**

23-84 Authorizing the ESCNJ Cooperative Purchase of park equipment for 8<sup>th</sup> Street Park from Ben Shaffer Recreation in an amount not to exceed \$454,467.01.

**ROLL CALL**

23-85 Authorizing the Release of the performance bond and cash surety for DGRC, LLC.

**ROLL CALL**

23-86 Appointment of Allyson Walker as a part-time Recreation Attendant for the James J. Cullen Center

**ROLL CALL**

23-87 Authorizing T&M Associates to provide Design and Construction Administration and Observation services for the James J. Cullen Center parking lot expansion.

**ROLL CALL**

23-88 Authoring the NJ State Contract Services of Ocean Computer Group for the purchase of computer equipment.

**ROLL CALL**

23-89 Authorizing the purchase of A: Rubb Structure 49.2'W X 50'L X 16.4'H NV Salt Shed through participation in Sourcewell a National Cooperative purchasing program pursuant to P.L. 2011, C.139

**ROLL CALL**

23-90 Adopting the revised Policies and Procedures Manual and Employee Handbook.

**ROLL CALL**

23-91 Authorizing the Mayor and Municipal Administrator to execute a Labor Agreement between the Township of Hazlet and Teamsters Local 641, Public Works.

**ROLL CALL**

23-92 Authorizing refund for over-payment of Property Taxes for Block 124, Lot 7.

**ROLL CALL**

23-93 Emergency Temporary Appropriation.

**ROLL CALL**

10. **CORRESPONDENCE** CONSTRUCTION OFFICIAL- February 2023 Monthly Report- Received and read.

11. **PAYMENT OF BILLS** - Amount -\$ 4,550,472,22

Advance bill lists have been supplied to each Committee Member.

**ROLL CALL**

12. **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

13. **ADJOURNMENT**

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

Voice Vote \_\_\_\_\_

ORDINANCE

AN ORDINANCE THAT PROVIDES FOR THE COMPENSATION OF EMPLOYEES  
OF THE TOWNSHIP OF HAZLET AND THE METHOD OF PAYMENT OF SUCH  
COMPENSATION FOR YEARS 2023 THROUGH 2026 FOR TEAMSTERS LOCAL 641  
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 hourly basis.

**Such rates of pay shall be effective and retroactive to January 1, 2023.**

<b>Title</b>	<b>1/1/2023</b>	<b>1/1/2024</b>	<b>1/1/2025</b>	<b>1/1/2026</b>
Laborer	\$19.15	\$19.44	\$19.73	\$20.02
Laborer A	\$19.39	\$19.78	\$19.97	\$20.27
Laborer B	\$19.63	\$20.02	\$20.45	\$20.53
Laborer C	\$19.88	\$20.27	\$20.70	\$21.16
Laborer CDL	\$22.34	\$22.68	\$23.02	\$23.36
Laborer CDL A	\$22.62	\$23.07	\$23.30	\$23.65
Laborer CDL B	\$22.90	\$23.36	\$23.85	\$23.95
Laborer CDL C	\$23.19	\$23.65	\$24.15	\$24.69
Laborer II	\$25.53	\$25.91	\$26.30	\$26.70
Laborer II A	\$25.85	\$26.37	\$26.63	\$27.03
Laborer II B	\$26.17	\$26.70	\$27.26	\$27.37
Laborer II C	\$26.50	\$27.03	\$27.60	\$28.21
Truck Heavy	\$25.53	\$25.91	\$26.30	\$26.70
Truck Heavy A	\$25.85	\$26.37	\$26.63	\$27.03
Truck Heavy B	\$26.17	\$26.70	\$27.26	\$27.37
Truck Heavy C	\$26.50	\$27.03	\$27.60	\$28.21
Maintenance Repairer	\$23.40	\$23.75	\$24.11	\$24.47
Maintenance Repairer A	\$23.70	\$24.17	\$24.41	\$24.78
Maintenance Repairer B	\$23.99	\$24.47	\$24.99	\$25.09
Maintenance Repairer C	\$24.29	\$24.78	\$25.30	\$25.86
Sr Maintenance Repairer	\$28.72	\$29.15	\$29.59	\$30.03
Sr Maintenance Repairer A	\$29.08	\$29.66	\$29.96	\$30.41
Sr Maintenance Repairer B	\$29.45	\$30.04	\$30.67	\$30.79

Sr Maintenance Repairer C	\$29.81	\$30.41	\$31.05	\$31.74
Sr Maintenance Repairer Welder/Carpenter	\$30.50	\$30.96	\$31.42	\$31.89
r Maintenance Repairer Welder/Carpenter A	\$30.88	\$31.50	\$31.82	\$32.29
Sr Maintenance Repairer Welder/Carpenter B	\$31.27	\$31.90	\$32.57	\$32.70
Sr Maintenance Repairer Welder/Carpenter C	\$31.66	\$32.29	\$32.97	\$33.71
Motor Broom	\$27.66	\$28.07	\$28.50	\$28.92
Motor Broom A	\$28.00	\$28.57	\$28.85	\$29.28
Motor Broom B	\$28.35	\$28.92	\$29.53	\$29.65
Motor Broom C	\$28.71	\$29.28	\$29.90	\$30.57
HEO	\$32.98	\$33.47	\$33.97	\$34.48
HEO A	\$33.39	\$34.06	\$34.40	\$34.92
HEO B	\$33.81	\$34.49	\$35.21	\$35.35
HEO C	\$34.23	\$34.92	\$35.65	\$36.44
HEO Class A	\$36.17	\$36.71	\$37.26	\$37.82
HEO Class A - A	\$36.62	\$37.36	\$37.73	\$38.29
HEO Class A - B	\$37.08	\$37.82	\$38.62	\$38.77
HEO Class A - C	\$37.54	\$38.30	\$39.10	\$39.97
Sewer Rep. I	\$23.40	\$23.75	\$24.11	\$24.47
Sewer Rep. I A	\$23.70	\$24.17	\$24.41	\$24.78
Sewer Rep. I B	\$23.99	\$24.47	\$24.99	\$25.09
Sewer Rep. I C	\$24.29	\$24.78	\$25.30	\$25.86
Sewer Rep. II	\$28.72	\$29.15	\$29.59	\$30.03
Sewer Rep. II A	\$29.08	\$29.66	\$29.96	\$30.41
Sewer Rep. II B	\$29.45	\$30.04	\$30.67	\$30.79
Sewer Rep. II C	\$29.81	\$30.41	\$31.05	\$31.74
Sign Maker 1	\$27.66	\$28.07	\$28.50	\$28.92
Sign Maker 1 A	\$28.00	\$28.57	\$28.85	\$29.28
Sign Maker 1 B	\$28.35	\$28.92	\$29.53	\$29.65
Sign Maker 1 C	\$28.71	\$29.28	\$29.90	\$30.57

**SECTION 2. INCONSISTENCY** - all ordinance or parts inconsistent with this ordinance are hereby repealed to the extend 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.

## ORDINANCE

An Ordinance Amending Chapter 5 of the code of the Township of Hazlet to add Article VIII to be entitled "Office on Aging."

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

### 8-1. Title.

This chapter shall be known and may be cited and referred to as the "Office on Aging Ordinance of Hazlet Township."

### 8-2. Mission statement.

The Office on Aging is dedicated to meeting the needs of our senior citizen population by providing access to services, advocacy for the rights and needs of seniors and resource management to insure effective and efficient coordination of services. The goal is to provide programs and services that promote and enhance health and wellness and create a positive image of aging and improve their overall quality of life.

### 8-3. Intent and purpose.

It is the intent and purpose of this chapter to establish an Office on Aging that will:

- A. Be the designated department to advocate, plan, coordinate and provide program and services to the senior citizens of the Township, their families and caregivers.
- B. Serve as the connecting link between the Township and Monmouth County Office on Aging and the State Department of Health and Senior Services in the development and enactment of various senior programs initiated by federal, state and county directive.
- C. Provide programs and services that focus on the health, education and welfare of our seniors and seeks to improve the quality of life of older adults with particular emphasis on those seniors who are frail, isolated and home bound.

### 8-4. Organization.

- A. The Office on Aging shall be under the Supervision of the Municipal Department Head, who shall serve as department head and shall be responsible for the planning, implementation, coordination and operation of the Office on Aging and the Senior Citizen Center. Under the supervision of the Municipal Administrator, the Executive Director shall maintain liaison with the Monmouth County Department on Aging, the State Department of Health and Senior Services and all other government and service agencies related to senior citizen matters to ensure optimum program performance on behalf of the Township's senior population

#### 8-5. Program development.

The Office on Aging shall develop and coordinate programs and services for the senior population and shall include but not be limited to the following:

- A. Information and assistance
- B. Community outreach and advocacy.
- C. Recreational programming.
- D. Health promotion and wellness program.
- E. Resource and referrals for the senior population, their families, and caregivers.

#### 8-6. Point of contact.

The initial point of contact for all senior citizen matters shall be through the Department Head's office at the Senior Center. The Center shall also serve as a resource center for agency personnel and caregivers to the elderly. Many programs shall also provide practical help and a social outlet for healthy, active older persons. The Office on Aging shall seek to create an environment that promotes a positive image of aging by encouraging personal growth, social interaction, education and independent living skills among older adults, thereby enhancing the overall quality of life.

#### 8-7. Membership and Fees.

The Hazlet Township Office on Aging and Senior Center is open to all Township residents and non-Township Residents age 60 and older. The fees for memberships and programs are as follows:

Resident Membership : \$0 per year

Non- Resident Membership \$50 per year

Programs: \$5 to \$50 per class/program

Events: \$5 to \$20 per person

**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.



AN ORDINANCE FIXING AND ESTABLISHING THE FEE  
SCHEDULE FOR HAZLET TOWNSHIP RECREATION  
PROGRAMS FOR 2023 AS AMENDED

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

<u>PROGRAM</u>	<u>FEE</u>	<u>SESSIONS</u>
Picnic permits	\$75 Residents	Each Day
	\$150 Non-Resident	Each Day
Ball Field	\$100 with Lights	Each Game
	\$75 No Lights	Each Game
Senior Fitness	\$35-100	Varies on Program
Fitness Classes	\$45-145	Varies on program
Kids Programs	\$30-200	Varies on program
Halloween Vendors	\$50	Vendor Space
Hazlet Day Business Vendors	\$60	Vendor Space
Hazlet Day Craft Vendors	\$35	Vendor Space
Hazlet Day Food Vendors	\$150 Residents	Vendor Space
	\$200 Non-Residents	Vendor Space
Firework vendors	\$50	Vendor Space
Swim Club PTO rental	\$1500	up to 4 hours
Rain out fee	\$200	
Recreation Summer Camp- Residents	\$800 - \$950	7 Weeks
	\$120 - \$150	per week
	\$100 CIT	per CIT
		per Session
Before Care	\$15	per Session
After Care	\$15	per Session
Trips	\$25-\$100	
Recreation Swim Club fee	\$30	Per Camper
Sport camps	\$100-200	Varies on program
Trips	Ticket & bus Plus Recreation fees	Per participant

Special Events	\$15-100	Per Participant
Performing Arts Camp	\$150-300	Varies on program
Late Registration Fee	\$15	Per registration
Recreation Fees included in all fees unless otherwise noted	\$15	Per participant

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.

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):

L-4309, RL-4310, RL-4311, RL-4312, RL-4313 – HAZLET YOUTH ATHLETIC LEAGUE  
RL-4316 ROCKET LAUNCHERS ASSOCIATION

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 14th day of 2023.

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Mary L. Lynch  
Municipal Clerk

R-81

RESOLUTION

ADOPTION OF CORRECTIVE ACTION PLAN  
FOR CALENDAR YEAR ENDING 12/31/2021

WHEREAS, the 2021 Annual Municipal Audit for the Township of Hazlet, conducted by Holt McNally and Associates, Inc., contained certain recommendations requiring action; and

WHEREAS, these recommendations have been reviewed by the Township's Chief Financial Officer; and

WHEREAS, the Chief Financial Officer, in accordance with the requirements promulgated by the New Jersey Division of Local Government Services, has developed a plan to address the recommendations listed by the auditor.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Hazlet that the Corrective Action Plan for the 2021 Annual Municipal Audit, hereto attached, is hereby approved and accepted; and

BE IT FURTHER RESOLVED that the Municipal Clerk is hereby directed to transmit a certified copy of this resolution and its attachments to the New Jersey Division of Local Government Services.

CERTIFICIATION

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 14<sup>th</sup> day of March 2023.

\_\_\_\_\_  
Mary L. Lynch  
Municipal Clerk

RESOLUTION

CERTIFICATION OF 2021 AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2021 has been filed by David McNally, of Holt, McNally and Associates Registered Municipal Accountants with Mary Lynch, Township Clerk as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body, and

WHEREAS, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34, and

WHEREAS, the Local Finance Board has promulgated a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed as a minimum, the sections of the annual audit entitled General Comments and Recommendations, and

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

General Comments  
Recommendations  
Corrective Action Plan

as evidenced by the group affidavit form of the governing body, and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit as per the regulations of the Local Finance Board, and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 to wit:

R.S. 52:27BB-52 – “A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a

misdemeanor and, upon convictions, may be fined not more than one thousand dollars (\$1,000) or imprisoned for not more than one year, or both, in addition shall forfeit his office.”

NOW, THEREFORE, BE IT RESOLVED, that the Township Council of the Township of Hazlet, hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey dated July 30, 1968 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Introduced	Seconded	Council	Aye	Nay	Abstain	Absent

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 14<sup>th</sup> day of March 2023.

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Mary L. Lynch  
Municipal Clerk

RESOLUTION

AUTHORIZING THE ESCNJ COOPERATIVE PURCHASE OF PARK EQUIPMENT FOR 8<sup>th</sup> STREET PARK FROM BEN SHAFFER RECREATION IN AN AMOUNT NOT TO EXCEED \$454,467.01

**BE IT RESOLVED**, by the Township Committee of the Township of Hazlet that it hereby authorizes the below itemized ESCNJ cooperative purchase of park equipment for 8<sup>th</sup> Street Park from Ben Shaffer Recreation in a total amount not to exceed \$454,467.01 pursuant to the ESCNJ cooperative contract number #ESCNJ 20/21-02 CO-OP #65MCESCCPS and #ESCNJ 20/21-22 CO-OP #65MCESCCPS:

**Proposal Number 751-2**

Whirl Corporation Inc	\$107,562.00	DF64PIP5-ESCNJSB
Whirl Corporation Inc	\$38,296.80	DF64PIP5-3500-ESCNJSB
BSR	\$9,500.00	Freight
<hr/>		
<b>Total: \$155,358.80</b>		

**Proposal Number 1234**

BSR	\$192,862.00	130-161252-2
BSR	(\$15,428.96)	Discount
Whirl Corporation Inc	\$88,716.52	Install
BSR	\$7,833.00	Freight
<hr/>		
<b>Total: \$273,982.56</b>		

**Proposal Number 861-2**

Victor Stanley Inc.	\$5,780.00	CM-50-6-ESCNJPG
Victor Stanley Inc.	\$4,082.00	CM-56-6-ESCNJPG
Victor Stanley Inc.	\$2,284.00	CM-56-8T-6B-ESCNJPG
Victor Stanley Inc.	\$1,212.00	RTH-36-ESCNJPG
BSR	(\$437.10)	Discount
BSR	\$6,479.93	Install
BSR	\$1,250.00	Receive
BSR	\$2,500.00	MHL
BSR	\$756.82	Freight
<hr/>		
<b>Total: \$25,119.65</b>		

**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, Acting 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 14th day of March 2023.

\_\_\_\_\_  
Mary L. Lynch  
Municipal Clerk

## RESOLUTION

### AUTHORIZING RELEASE OF PERFORMANCE BOND AND CASH SURETY BOND FOR DGRC, LLC

WHEREAS, **DGRC, LLC** heretofore deposited with the Township of Hazlet a certain performance bond with adequate surety in the principal amount of \$25,461.00 assure the completion in a satisfactory fashion certain public improvements in connection with the that certain project knows as **DGRC, LLC, BLOCK 215, LOT(S) 4, 5,6,7, 26, 27, 28 & 29**; and

WHEREAS, **DGRS, LLC**, has requested removal of said performance bond (cash bond check 101780 dated March 4, 2021; and

WHEREAS, the Township Engineer, T&M Associates, in a report dated October 26, 2022, has recommended that there is no objection to full release of the performance guarantee for this project.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hazlet that the appropriate officers and employees of the Township of Hazlet be and they are hereby authorized and directed to execute such documents or take such other actions as may be necessary or required to release that certain performance guarantee deposited with the Township of Hazlet in connection with **DGRC, LLC**, in the sum of \$25,461.00; and

BE IT FURTHER RESOLVED that the Township Engineer has also recommended that the Township of Hazlet release the cash portion of the performance guarantee in the amount of \$2,829.00; and

The release of the performance bond should be contingent upon the following:

1. The Posting of a 2-year 15% maintenance bond in the amount of \$3,536.25 (15% of original cost of improvements).
2. The payment of all outstanding invoices for this project and the replenishment of the escrow account to a balance of \$2,500.00 reserved for the future field inspection and report for the release of the 2-year maintenance bond period.

BE IT FURTHER RESOLVED that the Municipal Clerk be and she is hereby directed to transmit certified copies of this resolution to the Township Engineer and **DGRC, LLC**.



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 14th day of March 2023.

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Mary L. Lynch  
Municipal Clerk

R-85

RESOLUTION

APPOINTMETN OF ALLYSON WALKER AS A PART-TIME RECREATION ATTENDANT FOR THE  
JAMES J. CULLEN CENTER

BE IT RESOLVED by the Township Committee of Hazlet Township that Allyson Walker is hereby appointed as part-time Recreation Attendant for James J. Cullen Center; and

BE IT FURTHER RESOLVED that Allyson Walker be compensated at the rate of \$19.00 per hour; and

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

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 14<sup>th</sup> day of March 2023.

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Mary L. Lynch  
Municipal Clerk

R-86

RESOLUTION

AUTHORIZING T&M ASSOCIATES TO PROVIDE DESIGN AND CONSTRUCTION ADMINISTRATION AND OBSERVATION SERVICES FOR JAMES J. CULLEN CENTER PARKING LOT EXPANSION

BE IT RESOLVED by the Township Committee of Hazlet Township that T&M

Associates is hereby authorized to provide the following services for James J. Cullen Center parking lot expansion; in an amount not to exceed \$46,000.00.

- Field Survey and Base Mapping
- Design Services Park Improvements
- 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 14<sup>th</sup> day of March, 2023.

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Mary L. Lynch  
Municipal Clerk

R-87

#### RESOLUTION

**AUTHORIZING THE NJ STATE CONTRACT SERVICES OF OCEAN COMPUTER GROUP FOR THE PURCHASE OF COMPUTER EQUIPMENT**

WHEREAS the State of New Jersey adopted legislation which requires all municipalities who purchase under New Jersey State Contract to award said purchases by resolution and contract,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Hazlet Township that the following purchases under New Jersey State Contract are hereby authorized with cost not to exceed as follows:

NASPO ValuePoint Contract: M0483 Computer Equipment, Peripherals and Related Services State Contract: 19-TELE-00656 & 89968

Latitude 5530 - 15 inch Laptop	Quantity: 2	Sub-Total: \$2,669.44
		Services: \$900.00
		Total: \$3,569.44

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 14th day of March 2023.

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Mary L. Lynch  
Municipal Clerk

R-88

RESOLUTION

AUTHORIZING THE PURCHASE OF A: RUBB STRUCTURE 49.2'W X 50'L X 16.4'H NV SALT SHED THROUGH PARTICIPATION IN SOURCEWELL A NATIONAL COOPERATIVE PURCHASING PROGRAM PURSUANT TO P.L. 2011, C.139

WHEREAS, the Township of Hazlet, as a contracting unit, may without advertising for bids, purchase any materials, supplies or equipment entered into on behalf of Sourcewell, 202 12<sup>th</sup> Street NE, PO Box 219 Staples, MN 56479 pursuant to the provision of P.L. 2011, c.139 which permits contracting units to use contracts awarded by national or regional cooperative or other states that were competitively bid. The law supplements existing law on the use of such contracts and is intended to provided additional flexibility to local governments in the area of procurement; and

WHEREAS Rubb Inc., 1 Rubb Lane, Sanford ME 04073 has been awarded the contract for the above reference vehicle under Sourcewell Contract Number 091319-RBB; and

WHEREAS the Qualified Purchasing Agent recommends the utilization of this contract; and

WHEREAS, under Sourcewell Contract Number 091319-RBB, Rubb Inc. can provide to the Township of Hazlet a 49.2’W X 50’L X 16.4’H NV Salt Shed per their quote in the amount of \$233,390.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Hazlet that Rubb Inc., under Sourcewell Contract Number 091319-RBB, be utilized to the above listed truck as per their quote in the amount of \$233,390 to the Township of Hazlet. That the Chief Financial Officer has certified that the funds are available from Capital account C-04-22-1690-00001

#### CERTIFICATION

I, MARY 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 14<sup>th</sup> day of March 2023.

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Mary Lynch  
Municipal Clerk  
R-89

#### RESOLUTION

ADOPTING AMENDED TOWNSHIP POLICIES AND PROCEDURES  
MANUAL AND EMPLOYEE HANDBOOK FOR THE TOWNSHIP OF HAZLET

WHEREAS, it is the policy of the Township of Hazlet to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations; and

WHEREAS, the Township Committee has determined that there is a need for personnel policies and procedures to ensure that employees and prospective employees are treated in a manner consistent with these laws and regulations.

NOW, THEREBY, BE IT RESOLVED by the Township Committee that the Policies and Procedures Manual and Employee Handbook, is hereby adopted and supersede and replace all prior such policies, manuals and/or handbooks; and

BE IT FURTHER RESOLVED that these personnel policies and procedures shall apply to all Township officials, appointees, employees, volunteers and independent contractors. In the event there is a conflict between these rules and any collective negotiations agreement, personnel services contract or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail; and

BE IT FURTHER RESOLVED that this manual is intended to provide guidelines covering public service by Township employees and is not a contract. The provisions of this manual may be amended and supplemented from time to time without notice and at the sole discretion of the Township of Hazlet; and

BE IT FURTHER RESOLVED that the maximum extent permitted by law, employment practices for the Township shall operate under the legal doctrine known as “employment at will”; and

BE IT FURTHER RESOLVED that the Municipal Administrator and all managerial/supervisory personnel are responsible for these employment practices. The Labor Attorney shall assist the Municipal Administrator in the implementation of the policies and procedures in this manual.

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 14<sup>th</sup> day of March 2023.

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Mary L. Lynch  
Municipal Clerk

R-90

RESOLUTION

AUTHORIZING THE MAYOR AND MUNICIPAL ADMINISTRATOR TO EXECUTE A LABOR AGREEMENT BETWEEN THE TOWNSHIP OF HAZLET AND TEAMSTERS LOCAL 641, PUBLIC WORKS.

BE IT RESOLVED that authorization is hereby given by the Township Committee of Hazlet Township for the Mayor and Municipal Administrator to execute a Labor Agreement between the Township of Hazlet and Teamsters Local 641, Public Works for the period of January 1, 2023 through December 31, 2026.

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 14<sup>th</sup> day of March 2023.

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Mary L. Lynch  
Municipal Clerk

R-91



RESOLUTION

AUTHORIZING REFUND FOR OVER-PAYMENT OF  
PROPERTY TAXES FOR BLOCK 124 LOT 7

BE IT RESOLVED by the Mayor and the Township Committee of Hazlet Township, County of Monmouth, State of New Jersey, that the proper officers be and they are hereby authorized to REFUND the following over -payment of taxes due to duplicate payment by Mortgage Company.

<u>BLOCK</u>	<u>LOT</u>	<u>NAME</u>	<u>AMOUNT</u>	<u>YEARS</u>
126	7	FIGCUSTFIGNJ19LLC	\$2,399.51	2022

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

CERTIFICATION

I, MARYLYNCH, 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 14th day of March, 2023.

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Mary Lynch  
Municipal Clerk

R-92

RESOLUTION

EMERGENCY TEMPORARY APPROPRIATION

WHEREAS, an emergency condition has arisen with respect to the fact that the Township has yet to adopt its 2023 budget and no adequate provision has been made in the 2023 temporary appropriations for the aforesaid purpose, and N.J.S.A. 40A: 4-20 provides for the creation of an emergency temporary appropriation for the above mentioned; and,

WHEREAS, the total emergency temporary resolutions adopted in the year 2023 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A: 4-20) including this resolution total \$1,161,808.13; and,

NOW, THEREFORE, BE IT RESOLVED, (by not less than two-thirds of all the members thereof affirmatively concurring) by the Governing Body of the Township of Hazlet, County of Monmouth, State of New Jersey, that in accordance with the provisions of N.J.S.A. 40A:4-20;

An emergency temporary appropriation be and the same is hereby made for the following line item:

**SEWER UTILITY**

Salaries & Wages	\$ -
Other Expenses	<u>\$793,566.75</u>
 <b>TOTAL ADDITIONAL TO SEWER UTILITY</b>	 <u>\$ 793,566.75</u>

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 14th day of March 2023.

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Mary L. Lynch  
Municipal Clerk