

October 19, 2021

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 and 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 June 17, 2021, advance written notice of this meeting was posted at:
1766 Union Avenue, Hazlet, New Jersey
- (B) On June 17, 2021, advance written notice of this meeting was forwarded to the Independent and published in the Asbury Park Press on June 23, 2021.
- (C) On June 17, 2021, 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, 2021.

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.

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 Aagre	_____	_____
Committeeman Glackin	_____	_____
Committeeman McKay	_____	_____
Deputy Mayor Sachs	_____	_____
Mayor Clark	_____	_____

Ordinance Hearing:

- 1. AN ORDINANCE FIXING AND 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 2021

Introduced: October 5, 2021.

Posted in Town Hall – October 6, 2021.

Published in the Asbury Park Press on October 8, 2021. Proof on file.

Hearing scheduled for October 19, 2021.

Hearing:

Motion to close hearing:

Offered _____ 2nd _____

Voice vote: _____

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

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman Glackin _____

Committeeman McKay _____ Deputy Mayor Sachs _____

Mayor Clark _____

Resolutions, Motions and Appointments:

Resolutions #278 through #279 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.

278. Issuance of Raffle License RL-4262 to the Rocket Launchers Association.

279. Refund of duplicate CCO fee for 12 Hemlock Street, Block 69, Lot 6.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman Glackin _____
Committeeman McKay _____ Deputy Mayor Sachs _____
Mayor Clark _____

PUBLIC HEARING

Anyone who would like to address the Township Committee regarding the below listed Resolution 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.

Offered _____ 2nd _____

Voice Vote: _____

280. Authorizing the Chief of Police to transfer surplus property to the Hazlet Township Fire District.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman Glackin _____
Committeeman McKay _____ Deputy Mayor Sachs _____
Mayor Clark _____

281. Award of bid to S. Brothers, Inc. for Improvements to Beers Street.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman Glackin _____
Committeeman McKay _____ Deputy Mayor Sachs _____
Mayor Clark _____

282. Award of bid to Dano Enterprises for Biodegradable Leaf Bags.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman Glackin _____

Committeeman McKay _____ Deputy Mayor Sachs _____

Mayor Clark _____

283. Authorizing Payment Application Number 7 from Bismark Construction Corporation for the Hazlet Police Headquarters Renovations.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman Glackin _____

Committeeman McKay _____ Deputy Mayor Sachs _____

Mayor Clark _____

284. Insertion of an Item of Revenue in the 2021 Municipal Budget from a Grant for Police Body Armor.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman Glackin _____

Committeeman McKay _____ Deputy Mayor Sachs _____

Mayor Clark _____

285. Waiver of Recreation Fees for Hazlet United Soccer Association for the use of the baseball fields at Veterans Park.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman Glackin _____

Committeeman McKay _____ Deputy Mayor Sachs _____

Mayor Clark _____

286. 2022 Fire Commissioners Salaries.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman Glackin _____

Committeeman McKay _____ Deputy Mayor Sachs _____

Mayor Clark _____

287. Authorizing the Fair and Open Process for 2022 Professional Contracts.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman Glackin _____

Committeeman McKay _____ Deputy Mayor Sachs _____

Mayor Clark _____

288. Authorizing Change Order #13 from Bismark Construction Corporation for the Hazlet Police Headquarters Renovations.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman Glackin _____

Committeeman McKay _____ Deputy Mayor Sachs _____

Mayor Clark _____

289.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman Glackin _____

Committeeman McKay _____ Deputy Mayor Sachs _____

Mayor Clark _____

Payment of Bills:

Advance bill lists have been supplied to each Committee Member.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman Glackin _____

Committeeman McKay _____ Deputy Mayor Sachs _____

Mayor Clark _____

Citizens Hearing:

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. 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 hearing:

Offered _____ 2nd _____

Voice vote: _____

Motion to adjourn:

Offered _____ 2nd _____

Voice vote: _____

Time: _____

AN ORDINANCE FIXING AND 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 2021

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>
Personnel Officer Part Time	\$15.00 - \$35.00 per hour
Recreation Leader Part Time	\$15.00 - \$35.00 per hour

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.

RESOLUTION

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

RL-4262 – ROCKET LAUNCHERS ASSOCIATION

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 19th day of October, 2021.

Evelyn A. Grandi
Municipal Clerk

R-278

RESOLUTION

WHEREAS, the Housing Department of the Township of Hazlet, in the County of Monmouth, State of New Jersey, collected money associated with an inspection fee for a CCO; and

WHEREAS, said monies were received from the following applicant and were deposited into the Township's Current Fund under Fees and Permits; and

WHEREAS, the applicant made a duplicate payment of said inspection fee for the property located at 12 Hemlock Street, Hazlet, NJ ; Block 69, Lot 6.

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

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

<u>APPLICANT</u>	<u>AMOUNT OF REFUND</u>
Matthew Hanf 12 Hemlock Street Hazlet, NJ 07730	\$160.00

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 19th day of October, 2021.

Evelyn A. Grandi
Municipal Clerk

R-279

RESOLUTION

WHEREAS, the Hazlet Township Police Department has surplus computer tablets that are no longer in use; and

WHEREAS, the estimated fair value of the surplus computer tablets does not exceed \$5,400.00 that amount being 15 percent of the Township's bid threshold.

NOW, THEREFORE, BE IT RESOLVED pursuant to N.J.S.A. 40A:11-36(1), the surplus computer tablets shall be sold privately, without a public sale, at a price of \$1.00 to the Hazlet Township Fire District.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of the Township of Hazlet, do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee of the Township of Hazlet at its meeting held on the 19th day of October, 2021.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION AUTHORIZING AWARD OF CONTRACT
FOR IMPROVEMENTS TO BEERS STREET

WHEREAS, the Township of Hazlet advertised for and received eight (8) bids on August 24, 2021 for the Improvements to Middle Road; and

WHEREAS, the Township received the following bids:

<u>Bidder</u>	<u>Total</u>
Z. Brothers	\$ 638,266.72
Jads Construction	\$ 649,441.50
Black Rock Enterprises	\$ 663,883.50
Your Way Construction	\$ 667,067.69
Fiore Paving	\$ 689,047.80
Lima Charlie Construction	\$ 697,300.00
L&L Paving Company	\$ 698,840.45
Berto Construction, Inc.	\$1,165,125.00

WHEREAS, the Township Attorney and Township Engineer have reviewed the bid of S. Brothers, Inc. and find it to be substantially conforming; and

WHEREAS, the Chief Financial Officer has certified that the funds are available from Beers Street Improvements (C-04-21-1676-00001).

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hazlet, County of Monmouth, State of New Jersey that it authorizes the award of a contract to the low bidder, Z. Brothers, for Improvements to Beers Street in the amount of \$638,266.72; and

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk be and hereby are authorized to execute said contract; and

BE IT FURTHER RESOLVED that the bid bond of the low bidder shall be released upon execution of said contract.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of the Township of Hazlet, do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 19th day of October, 2021.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

WHEREAS, on October 6, 2021 one bid was received for Biodegradable Leaf bags; and

WHEREAS, Dano Enterprises, 4 Omega Drive, Stamford, Connecticut 06902 was the lowest bidder; and

WHEREAS, it is the recommendation of James Gorman, Esq., Township Attorney to award said bid to Dano Enterprises; and

WHEREAS, the Chief Financial Officer has certified that the funds are available from Leaf Bag Recycling Expense (1-01-026-0301-00218).

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Hazlet Township that Dano Enterprises, 4 Omega Drive, Stamford, Connecticut 06902 be and they are hereby awarded the bid for Biodegradable Leaf Bags on their bid of \$288,600.00 for a two year contract; and

BE IT FURTHER RESOLVED that the Mayor and Clerk be and they are hereby authorized to enter into a contract with Dano Enterprises pursuant to this award.

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 19th day of October, 2021.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that the Chief Financial Officer is hereby authorized to make payment on Payment Application Number 7, received from Nicholl Field Design, from Bismark Construction Corporation for the Hazlet Police Headquarters Renovations in the amount of \$132,413.02; and

BE IT FURTHER RESOLVED that the Chief Financial Officer has certified that the funds are available from Improvements to Police Headquarters (C-04-19-1650-04111).

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 19th day of October, 2021.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

WHEREAS, N.J.S.A. 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 thereof 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 an equal amount; and

WHEREAS, the Township of Hazlet received \$4,869.20 for the Body Armor Grant and wishes to amend its CY 2021 Budget to include this additional amount as a revenue.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of Hazlet Township, in the County of Monmouth, State of New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget for the year 2021 in the sum of \$4,869.20 which is now available from:

Miscellaneous Revenues

Special Items of General Revenue Anticipated with Prior Written Consent
of the Director of Local Government Services:

**State and Federal Revenues Off-Set with
Appropriations: Body Armor Grant \$4,869.20**

BE IT FURTHER RESOLVED, that the sum of \$4,869.20 is hereby appropriated under the caption of:

General Appropriations:

**(a) Operations Excluded from "CAPS"
State and Federal Programs Off-Set by
Revenues Body Armor Grant \$4,869.20**

BE IT FURTHER RESOLVED, that the Director of Finance forward a certified copy of this resolution electronically to the Director of Local Government Services.

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 19th day of October, 2021.

Evelyn A. Grandi
Municipal Clerk

R-284

RESOLUTION

WHEREAS, Hazlet United Soccer Association is using the Veterans Park Baseball Fields on October 15, 2021, October 29, 2021, November 5, 2021, November 12, 2021 and November 19, 2021; and

WHEREAS, a request was received from the Hazlet United Soccer Association to waive the Recreation fees for the use of the Veterans Park Baseball Fields; and

WHEREAS, it is the desire of the Township Committee to waive said fee.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of Hazlet Township that the Recreation fee of \$350.00 for use of the Veterans Park Baseball Fields, is hereby waived; and

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Recreation Department and the Hazlet United Soccer Association.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 19th day of October, 2021.

Evelyn A. Grandi
Municipal Clerk

R-285

RESOLUTION

BE IT RESOLVED, by the Township Committee of Hazlet Township that the Fire Commissioners, of Fire District No. 1, in the Township of Hazlet, shall be compensated for the year 2022 at the below listed salaries.

<u>TITLE</u>	<u>SALARY</u>
Chairman	\$5,370.00
Vice Chairman	\$5,325.00
Treasurer	\$5,600.00
Clerk	\$5,325.00
Clerk	\$5,325.00

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 19th day of October, 2021.

Evelyn A. Grandi
Municipal Clerk

R-286

RESOLUTION

WHEREAS, the Hazlet Township Committee has previously adopted an ordinance adopting the Pay-to-Play regulations of the State of New Jersey; and

WHEREAS, those regulations permit a municipality to award professional contracts under a “fair and open process”; and

WHEREAS, a fair and open process means that a proposed contract shall be publicly advertised in sufficient time to give advance notice of the contract, that the Township shall solicit proposals, that the Township shall establish criteria in writing prior to the solicitation of proposals and that the Township shall publicly open the proposals and announce the award of the contract.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hazlet, County of Monmouth, State of New Jersey, that the Temporary Purchasing Agent and the Municipal Administrator be and hereby are authorized to establish criteria in writing prior to the solicitation of proposals for future professional contracts, to publicly advertise such positions on the Hazlet Township website and in the Asbury Park Press and to publicly open the proposals and announce the contract when awarded; and

BE IT FURTHER RESOLVED that in the event of a public exigency pursuant to N.J.S.A. 19:44A20.12, a fair and open process shall not be required; and

BE IT FURTHER RESOLVED that a fair and open process shall not be required for the award of contracts with an anticipated value of less than \$17,500.00; and

BE IT FURTHER RESOLVED that the fair and open process shall not apply to contracts which are publicly bid and awarded pursuant to the New Jersey Public Contracts Law.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of the Township of Hazlet, do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 19th day of October, 2021.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that the Architect for this project, Nicholl Field Design, is hereby authorized to approve Change Order #13 from Bismark Construction Corporation for the Hazlet Police Headquarters Renovations in the amount of \$24,632.23; and

BE IT FURTHER RESOLEVED that the Chief Financial Officer has certified that the funds are available from Improvements to Police Headquarters (C-04-19-1650-04111).

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 19th day of October, 2021.

Evelyn A. Grandi
Municipal Clerk