

April 7, 2020

AGENDA

Regular Meeting of the Hazlet Township Committee held at ____p.m.

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

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

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

- (A) On January 2, 2020, advance written notice of this meeting was posted at:
1766 Union Avenue, Hazlet, New Jersey
- (B) On January 2, 2020, advance written notice of this meeting was forwarded to the Independent and published in the Asbury Park Press on January 4, 2020.
- (C) On January 2, 2020, 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, 2020.

Time will be allotted for public comment at this meeting. Each speaker will be allotted a 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 McKay	_____	_____
Committeeman Sachs	_____	_____
Deputy Mayor Clark	_____	_____
Mayor Glackin	_____	_____

Approval of Executive Session Minutes – February 18, 2020, February 25, 2020, March 3, 2020 and March 17, 2020.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____

Committeeman Sachs _____ Deputy Mayor Clark _____
(abstain 2/18/2020)

Mayor Glackin _____

Reports

Joint Municipal Court of Hazlet and Matawan – February 2020 – Received and read.
Construction Department – February 2020 – Total fees collected \$25,937.00.

Resolutions, Motions and Appointments:

Resolution #93 through #95 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.

- 93. Refund of Recreation fees for cancelled Yoga Classes.
- 94. Refund of Recreation fees for cancelled Gymnastic Classes.
- 95. Refund of Recreation fees for cancelled Body Conditioning Classes.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____

Committeeman Sachs _____ Deputy Mayor Clark _____

Mayor Glackin _____

96. Authorizing the payment to Lee Coppola and Barbara Alperin for teaching Body Conditioning and Yoga Classes.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____

Committeeman Sachs _____ Deputy Mayor Clark _____

Mayor Glackin _____

97. Award of bid to Crest Construction Group for the Second Street Sanitary Sewer Repair.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____

Committeeman Sachs _____ Deputy Mayor Clark _____

Mayor Glackin _____

98. Authorizing a non-fair and open contract for the purchase of CivicReady Mass Notification System.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____

Committeeman Sachs _____ Deputy Mayor Clark _____

Mayor Glackin _____

99. Temporary Appropriation Transfers.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____

Committeeman Sachs _____ Deputy Mayor Clark _____

Mayor Glackin _____

Payment of Bills:

Advance bill lists have been supplied to each Committee Member.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____

Committeeman Sachs _____ Deputy Mayor Clark _____

Mayor Glackin _____

Motion to adjourn:

Offered _____ 2nd _____

Voice vote: _____

Time: _____

RESOLUTION

WHEREAS, the Hazlet Recreation Advisory Committee of the Township of Hazlet, in the County of Monmouth, State of New Jersey, collected monies associated with attending Yoga Classes; and

WHEREAS, said monies have been received from the following and were deposited into the Recreation Trust Fund; and

WHEREAS, the class was cancelled due to the Covid-19 outbreak.

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 the Recreation Program Coordinator and to the Finance Office.

<u>APPLICANT</u>	<u>AMOUNT OF REFUND</u>
Deborah Cascella	\$80.00
Maria Wintjen	\$80.00
Shirley Quinn	\$80.00
Kathleen Timberlake	\$80.00
Debra Lara	\$80.00
Susan Ellison	\$80.00
Sandt Freda-Kolodziej	\$80.00

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 7th day of April, 2020.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

WHEREAS, the Hazlet Recreation Advisory Committee of the Township of Hazlet, in the County of Monmouth, State of New Jersey, collected monies associated with attending Gymnastic Classes; and

WHEREAS, said monies have been received from the following and were deposited into the Recreation Trust Fund; and

WHEREAS, the class was cancelled due to the school closings from the Covid-19 outbreak.

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 the Recreation Program Coordinator and to the Finance Office.

<u>APPLICANT</u>	<u>AMOUNT OF REFUND</u>
Sara Vargas	\$240.00
Alica Zanghi	\$ 80.00
Keri Gelato	\$ 80.00
Heather Covert	\$ 80.00
Lisa Serrano	\$ 80.00
Jenny Augello	\$ 80.00
Jamie Gelpke	\$ 80.00
Jill Randolph	\$ 80.00
Anneabeth Menson	\$ 80.00
Erica Wesley	\$ 80.00
Shawn Lionakis	\$ 80.00
Denise Ramjohn	\$160.00
Christopher Cizin	\$ 80.00
Lisa Gross	\$ 80.00
Christine Rivera	\$ 80.00
Peter Ramon	\$ 80.00
Frances Hales	\$ 80.00
Danielle Florentino	\$ 80.00
Zack Dymond-Drake	\$160.00
Amy Goldberg	\$ 80.00
Christine Mancino	\$ 80.00
Stephanie Palmer	\$ 80.00
Lori Skala	\$ 80.00
Miranda Rentas	\$ 80.00
Shondrell Muniz	\$ 80.00

APPLICANT

AMOUNT OF REFUND

Julio Valente	\$ 80.00
Elena Sherman	\$ 80.00
Barbara Perkins	\$ 80.00
Isabella Smith	\$160.00

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Evelyn A. Grandi
Municipal Clerk

RESOLUTION

WHEREAS, the Hazlet Recreation Advisory Committee of the Township of Hazlet, in the County of Monmouth, State of New Jersey, collected monies associated with attending Body Conditioning Classes; and

WHEREAS, said monies have been received from the following and were deposited into the Recreation Trust Fund; and

WHEREAS, the class was cancelled due to the Covid-19 outbreak.

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 the Recreation Program Coordinator and to the Finance Office.

<u>APPLICANT</u>	<u>AMOUNT OF REFUND</u>
Robin Dehling	\$68.75
Mary Olesko	\$68.75
Jean Smith	\$68.75
Joann Fanto	\$68.75
Elizabeth Jaskowiak	\$68.75
Rosemary Sheehan	\$68.75
Linda Sorrentino	\$68.75
Mary Rafferty	\$68.75

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Evelyn A. Grandi
Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that the below named Body Conditioning and Yoga Instructors be compensated at the amount listed next to their name; and

BE IT FURTHER RESOLVED that these amounts are paid from the fees collected for the Body Conditioning and Yoga Classes; and

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the Recreation Department and the Chief Financial Officer.

Lee Coppola - \$250.00
Barbara Alperin - \$140.00

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Evelyn A. Grandi
Municipal Clerk

RESOLUTION AUTHORIZING AWARD OF CONTRACT
FOR THE SECOND STREET SANITARY SEWER REPAIR

WHEREAS, the Township of Hazlet advertised for and received five bids on March 31, 2020, for the Second Street Sanitary Sewer Repair; and

WHEREAS, the Township received the following bids:

Contractor	Base Bid
Crest Construction Group	\$25,437.00
Lima Charlie Construction	\$29,920.00
Earle Asphalt Company	\$54,013.13
William J. Guarini, Inc.	\$62,427.00
B & W Construction of NJ, Inc.	\$70,109.00

WHEREAS, the Township Attorney and the Township Engineer have reviewed the low bid of Crest Construction Group and finds it to be conforming; and

WHEREAS, the Township's Financial Officer has certified that sufficient funds are available for said contract.

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, Crest Construction Group, for the Second Street Sanitary Sewer Repair in the amount of \$25,437.00.

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

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

BE IT FURTHER RESOLVED that the bid bond of the second and third low bidders, Lima Charlie Construction and Earle Asphalt Company shall be retained until such time as an contract is executed with the low bidder.

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 7th day of April, 2020.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

WHEREAS, Hazlet Township has a need to acquire CivicReady as the Township's Mass Notification Software as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

WHEREAS, the Qualified Purchasing Agent has determined and certified in writing that the value of the contract will exceed \$17,500.00; and

WHEREAS CivicPlus has submitted a quote dated March 20, 2020 indicating they will provide the CivicReady Software for a total investment of \$3,688.51, with a two (2) year annual service fee of \$7,250.81, for a total amount of \$10,939.22; and

WHEREAS, CivicPlus has completed and submitted a Business entity Disclosure Certification which certifies that CivicPlus has not made any reportable contributions to a political or candidate committee in the Township of Hazlet in the previous one year and that the contract will prohibit CivicPlus from making any reportable contributions through the term of the contract; and

WHEREAS, certification of availability of funds is hereby provided by the Chief Financial Officer of Hazlet Township.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of Hazlet Township is authorized to enter into a contract with CivicPlus as described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

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Evelyn A. Grandi
Municipal Clerk

RESOLUTION

TEMPORARY APPROPRIATIONS

WHEREAS, an emergent condition has arisen in that the Township is expected to enter in contracts, commitments or payments prior to the 2020 budget and no adequate provision has been made in the 2020 temporary budget for the aforesaid purposes, and

WHEREAS, N.J.S.A. 40A:4-20 provides for the creation of an emergency temporary appropriation for said purpose, and

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

1. Emergency temporary appropriations be and the same are hereby made in the amount of \$2,107,440.75.00 as attached:

TOWNSHIP OF HAZLET
TEMPORARY BUDGET APPROPRIATIONS
FOR CALENDAR YEAR 2020

	1/1/2020	2/4/2020	3/3/2020	4/7/2020	TEMP. BUDGET APPROPRIATIONS
CURRENT FUND	\$7,003,297.00	\$360,000.00	\$1,823,500.00	\$2,062,440.75	\$11,249,237.75
SEWER	\$ 641,461.00	\$390,000.00	\$ 755,000.00	\$ 45,000.00	\$ 1,831,461.00
SWIM POOL	\$ 113,073.00	\$ 5,000.00	\$	\$	\$ 118,073.00
TOTAL TEMPORARY BUDGET	\$7,757,831.00	\$755,000.00	\$2,578,500.00	\$2,107,440.75	\$13,198,771.75

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