

September 1, 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	_____	_____

Reports:

JOINT MUNICIPAL COURT-HAZLET & MATAWAN – July 2020 - Received and read.
CONSTRUCTION OFFICIAL: July 2020 – Total fees collected - \$38,473.00.

Correspondence:

A letter was received from Margaret Wheeler resigning from her position as a Keyboarding Clerk I in the Finance Department effective August 20, 2020.

Offered _____ 2nd _____

Voice Vote: _____

A letter was received from Michael Donnelly resigning from his position as a Laborer in the Department of Public works effective August 21, 2020.

Offered _____ 2nd _____

Voice Vote: _____

A letter was received from Michelle Barney resigning from her position as Qualified Purchasing Agent effective September 1, 2020.

Offered _____ 2nd _____

Voice Vote: _____

Resolutions, Motions and Appointments:

Resolution #185 through #189 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.

- 185. Authorizing the American Foundation for Suicide Prevention to have an “Out of the Darkness” walk.
- 186. Refund of Swim Club Fees.
- 187. Refund of the overpayment of taxes for Block 64, Lot 44.
- 188. Waiver of the temporary use permit fee for the Hazlet Township PBA Car Show.

189. Authorizing the Township to assess a Municipal Lien on various properties for property maintenance.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____

Committeeman Sachs _____ Deputy Mayor Clark _____

Mayor Glackin _____

PUBLIC HEARING

Anyone who would like to address the Township Committee regarding the below listed Resolutions on the Agenda, please come up, print your name and address on the sign in sheet. There is a five (5) minute time limit. 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: _____

190. Renewal of an inactive ABC Plenary Retail Consumption License – MCES LLC (formerly Lone Star).

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____

Committeeman Sachs _____ Deputy Mayor Clark _____

Mayor Glackin _____

191. Renewal of an inactive ABC Plenary Retail Consumption License – HTC Liquor License LLC (formerly Red Oak Diner).

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____

Committeeman Sachs _____ Deputy Mayor Clark _____

Mayor Glackin _____

192. Refund of Swim Club Membership Fees.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____

Committeeman Sachs _____ Deputy Mayor Clark _____

Mayor Glackin _____

193. Refund of CCO permit fee for Thomas Jans.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____

Committeeman Sachs _____ Deputy Mayor Clark _____

Mayor Glackin _____

194. Authorizing the payment of Accumulated Compensatory and Sick Buy Out as per P.B.A. Local 189 Contract for Philip Meehan.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____

Committeeman Sachs _____ Deputy Mayor Clark _____

Mayor Glackin _____

195. Renewal of the 2020-2021 Alcoholic Beverage Control Licenses.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____

Committeeman Sachs _____ Deputy Mayor Clark _____

Mayor Glackin _____

196. Authorizing the Townships Consulting Engineer, T&M Associates to execute Payment Certificate Number 1 for Meco Inc. for the Laurel Avenue Phase IV Improvements.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____

Committeeman Sachs _____ Deputy Mayor Clark _____

Mayor Glackin _____

197. Authorizing CME Associates to assist Nicholls Field Design in preparing contract and other bid phase services for the Municipal Police Headquarters/Station.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____

Committeeman Sachs _____ Deputy Mayor Clark _____

Mayor Glackin _____

198. Award of Contract to Crest Construction Group for Emergency Sanitary Sewer Main Repair on Dover Court.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____

Committeeman Sachs _____ Deputy Mayor Clark _____

Mayor Glackin _____

199.

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 _____

Citizens Hearing:

There is a five (5) minute time limit. 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: _____

Margaret Wheeler
51 Symmes Road
Manalapan, NJ 07726

August 17, 2020

Robert Phillips
Municipal Treasurer
Hazlet Township
1766 Union Avenue
Hazlet, New Jersey 07730

Dear Bob,

Effective Thursday, August 20, 2020, I resign my position of Clerk Typist at Hazlet Township.

Sincerely,


Margaret Wheeler

RECEIVED

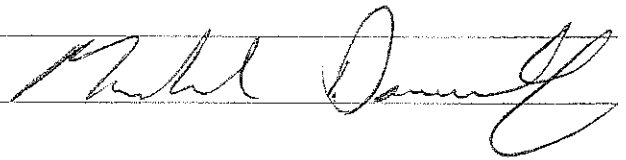
AUG 18 2020

MUNICIPAL CLERK

To: Hazlet Township

My last day of work will be on
August 21, 2020. Thank you for the opportunity.
I have received a new job I can not pass up.

Michael Donnelly



MD 8-18-2020

----- Forwarded message -----

From: **Michelle Powers** <hazletfiredistrict1@gmail.com>

Date: Wed, Jul 29, 2020 at 5:14 PM

Subject: QPA

To: Dennis Pino <dpino@hazletwp.org>

Dennis,

I would like to take this opportunity to thank you and the Township Committee for the appointment of Qualified Purchasing Agent for Hazlet Township.

However, at this time I will be resigning from this position for personal reasons effective September 1, 2020, or a replacement can be appointed, whichever is first. Once a replacement is appointed, please let me know if there will be anything I could do to assist with the transition.

Once again, thank you for your understanding in my decision.

Sincerely,

Michelle Barney
QPA/Administrative Clerk
Hazlet Fire District
PO Box 5055
1766 Union Ave.
Hazlet, NJ 07730
732-264-1700 ext 8665
mpowers@hazletwp.org

RESOLUTION

BE IT RESOLVED by the Hazlet Township Committee of Hazlet Township that the American Foundation for Suicide Prevention is authorized to have an “Out of the Darkness” walk to raise money and awareness of suicide prevention; and

BE IT FURTHER RESOLVED that this event will be held on Sunday, October 11, 2020 from 9:00 a.m. to 1:00 p.m.; and

BE IT FURTHER RESOLVED that the walk will take place through the Hazlet Swim & Tennis Parking Lot, to Middle Road to Lynn Boulevard down Appleton Drive and make a right onto Union Avenue to the Hazlet Swim and Tennis Parking Lot; and

BE IT FURTHER RESOLVED that they must obtain a Hold Harmless Agreement and a Certificate of Liability naming Hazlet Township additionally insured.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 1st day of September, 2020.

Evelyn A. Grandi
Municipal Clerk

R-185

RESOLUTION

WHEREAS, the Hazlet Swim and Tennis Club of the Township of Hazlet, in the County of Monmouth, State of New Jersey, collected monies associated with a swim club membership fees; and

WHEREAS, said monies have been received from the following and were deposited into the Swim Pool Operating Fund under Swim Club Membership; and

WHEREAS, the refund is being requested due to the Covid-19 pandemic.

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 applicant and to the Finance Office.

APPLICANT

AMOUNT OF REFUND

Lori Kirschbaum
15 Renier Court
Middletown, NJ 07748

\$438.00

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township, do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 1st day of September, 2020.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township, County of Monmouth, State of New Jersey, that the Tax Collector and the Chief Financial Officer be and they are hereby authorized to refund the following duplicate payment of taxes by the homeowner.

<u>BLOCK</u>	<u>LOT</u>	<u>NAME</u>	<u>AMOUNT</u>	<u>YEAR</u>
64	44	Rich Jurusz	\$2,394.93	2020

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

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township, do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 1st day of September, 2020.

Evelyn A. Grandi
Municipal Clerk

R-187

RESOLUTION

WHEREAS Chapter 209 "Licensing and Permits" Section 209.28 B (Applications: Procedure for Granting Special Use Permit: Fees) of the Code of the Township of Hazlet permits the waiving of fees for bona fide non profit service organizations, qualified charities, qualified religious organizations, and units of state and local governments; and

WHEREAS the PBA (Hazlet Township Police Benevolent Association) has applied to the Township of Hazlet for a Special Use Permit to conduct a Car Show and Festival in the Township of Hazlet to be held on September 12, 2020 with a rain date of September 13, 2020 at the Hazlet Swim and Tennis Club Parking Lot from 9:00 a.m. to 3:00 p.m.; and

WHEREAS it is the desire of the Township Committee of the Township of Hazlet to waive set fees in accordance with Chapter 209 "Licensing and Permits" Section 209.28B.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Hazlet that the fee associated with the Special Use Permit Application for the PBA (Hazlet Township Police Benevolent Association) be and hereby is waived.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 1st day of September, 2020.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

WHEREAS the grass and weeds are overgrown on several properties in Hazlet Township; and

WHEREAS the said grass and weeds have created a hazardous condition to the health and welfare of the area residents; and

WHEREAS the Township of Hazlet has undertaken the necessary clean up to preserve the health and welfare of the area residents; and

WHEREAS the Township of Hazlet has undertaken the necessary clean up to preserve the health and welfare of the area residents and correct this dangerous condition; and

WHEREAS Chapter 213, Section 213.5 of the code of the Township of Hazlet, permits the Municipality to assess all costs related thereto.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of Hazlet Township that the cost for clean-up and an administrative fee, for week ending August 14, 2020, be assessed, as a municipal lien against the properties listed below and shall be collected in the same manner, bearing interest at the same rate as taxes:

13 Hazlet Avenue, Block 171, Lot 11 - \$315.00
16 Franklin Avenue, Block 140, Lot 34.01 - \$315.00
66 Liberty Place, Block 139, Lot 1 - \$345.00
14 Willow Street, Block 60, Lot 3 - \$1,450.00

BE IT FURTHER RESOLVED that the cost assessed shall be in addition to any penalties imposed for violations of this chapter.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township, do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 1st day of September, 2020.

Evelyn A. Grandi
Municipal Clerk

R-189

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that the ABC application of MCES Inc. for the renewal of Plenary Retail Consumption License #1339-33-010-006, an inactive license, is hereby granted by a letter dated June 10, 2019 from the Division of Alcoholic Beverage Control in accordance with N.J.S.A. 33:1-12.39 (Special Ruling), for the sole purpose of permitting the renewal application for the 2020-2021 licensing term; and

BE IT FURTHER RESOLVED that in order to activate the above referenced license, it will be necessary to file the necessary amendment pursuant to N.J.A.C. 13:2-2.14.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a resolution duly passed and adopted by the Township Committee at its meeting held on the 1st day of September, 2020.

Evelyn A. Grandi
Municipal Clerk

R-190

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that the ABC application of HTC Liquor License LLC for the renewal of Plenary Retail Consumption License #1339-33-013-007, an inactive license, is hereby granted by a letter dated June 20, 2019 from the Division of Alcoholic Beverage Control in accordance with N.J.S.A. 33:1-12.39 (Special Ruling), for the sole purpose of permitting the renewal application for the 2020-2021 licensing term; and

BE IT FURTHER RESOLVED that in order to activate the above referenced license, it will be necessary to file the necessary amendment pursuant to N.J.A.C. 13:2-2.14.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a resolution duly passed and adopted by the Township Committee at its meeting held on the 1st day of September, 2020.

Evelyn A. Grandi
Municipal Clerk

R-191

RESOLUTION

WHEREAS, the Hazlet Swim and Tennis Club of the Township of Hazlet, in the County of Monmouth, State of New Jersey, collected monies associated with a swim club membership fees; and

WHEREAS, said monies have been received from the following and were deposited into the Swim Pool Operating Fund under Swim Club Membership; and

WHEREAS, the refunds are being requested due to the Covid-19 pandemic.

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 Department and to the Finance Office.

<u>APPLICANT</u>	<u>AMOUNT OF REFUND</u>
Suzanne Palladino-DeMartini 102 Seguire Place Staten Island, NY 10312	\$188.00
Harold Monchik J7C Pinetree Blvd Old Bridge, NJ 08857	\$125.00

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 1st day of September, 2020.

Evelyn A. Grandi
Municipal Clerk

R-192

RESOLUTION

WHEREAS, the Department of Construction of the Township of Hazlet, in the County of Monmouth, State of New Jersey, collected money associated with a CCO permit application; and

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

WHEREAS, the applicant has cancelled his CCO permit application.

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

BE IT FURTHER RESOLVED that the Municipal Clerk forward a certified copy of this resolution to the applicant and to the Finance Office.

APPLICANT

AMOUNT OF REFUND

Thomas Jans
33 Bayshore Mobile Manor
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 1st day of September, 2020.

Evelyn A. Grandi
Municipal Clerk

R-193

RESOLUTION

AUTHORIZE PAYMENT OF ACCUMULATED COMPENSATORY AND SICK BUY
OUT AS PER P.B.A. LOCAL 189 CONTRACT

WHEREAS, Philip Meehan has retired from his position as Chief of Police effective September 1, 2020; and

WHEREAS, as of September 1, 2020, Philip Meehan had unused accumulated compensatory, vacation and sick buy out time as evidenced by sufficient records; and

WHEREAS, it is a New Jersey best practice for the governing body to approve all payments for accumulated compensatory and sick buy out time; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available from the Accumulated Leave Trust Account (T-12-56-105-00009).

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Hazlet, County of Monmouth, State of New Jersey, that payment to Philip Meehan for accumulated compensatory time \$39,505.13, vacation time \$14,845.88 and sick time \$15,000.00 for the total amount of \$69,351.01 is hereby authorized.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee as its meeting held on the 1st day of September, 2020.

Evelyn A. Grandi
Municipal Clerk

R-194

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that the following Alcoholic Beverage Licenses covering the period from July 1, 2020 to June 30, 2021 be and the same are hereby issued as follows:

<u>LICENSE NO.</u>	<u>TYPE</u>	<u>NAME & ADDRESS</u>	<u>TRADE NAME</u>
1339-33-001-004	Consumption \$1,209.60	Airport Bar & Liquors 1370 State Hwy 36 Hazlet, NJ 07730	Airport Bar and Liquors
1339-44-005-007	Distribution \$933.12	Exit 117 Liquors LLC 2996 Highway 35 Hazlet, NJ 07730	Wine Academy Super Store
1339-44-012-003	Distribution \$933.12	Bethany Wines & Liquors, Inc. 3160 Route 35 Hazlet, NJ 07730	Bethany Wines and Liquors
1339-33-017-008	Consumption \$1,209.60	Briad Restaurant Group L.L.C. 3054 Highway 35 South Hazlet, NJ 07730	TGI Friday's Restaurant
1339-31-021-001	Club \$50.00	North Centerville Volunteer Firemen's Association #1 372 Middle Road, PO Box 207 Hazlet, NJ 07730	North Centerville Fire Company
1339-33-016-003	Consumption \$1,209.60	Tony's Italian American Restaurant & Pizzeria, Inc. 3153 Highway 35 Hazlet, NJ 07730	Yesterday's Restaurant
1339-33-002-007	Consumption \$1,209.60	Delilah's of Hazlet LLC 417 S. Laurel Avenue Hazlet, NJ 07734	Delilah's of Hazlet, LLC
1339-33-014-014	Consumption \$1,209.60	CON FRAN L.L.C. 745 Poole Avenue Suites 13, 14 & 15 Hazlet, NJ 07730	Poole Avenue Bar & Liquors

R-195

<u>LICENSE NO.</u>	<u>TYPE</u>	<u>NAME & ADDRESS</u>	<u>TRADE NAME</u>
1339-33-007-007	Consumption \$1,209.60	Grand View Manor, Inc. 410 Highway 36 Hazlet, NJ 07730	The Gammercy at Lakeside Manor
1339-33-003-006	Consumption \$1,209.60	LM&M L.L.C. 1616 Union Avenue Hazlet, NJ 07730	Union Plaza Liquor
1339-44-006-007	Distribution \$933.12	Jai Maharaaj, Inc. 14 State Highway 36 Hazlet, NJ 07734	Best Buy Wine and Liquor
1339-33-004-010	Consumption \$1,209.60	Watha West LLC 180 Highway 36 Hazlet, NJ 07730	Nic's Hometown Tavern
*1339-36-026-004	Consumption \$1,209.60	AYAN Hazlet LLC 2780 Highway 35 South Hazlet, NJ 07730	Holiday Inn - Vibe Tap & Grill

SPECIAL CONDITION

*Issued specifically for hotel or motel containing at least 100 sleeping rooms. No renewal or transfer of this license except to another hotel or motel containing at least 100 sleeping rooms.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 1st day of September, 2020.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that Francis Mullan, P.E., C.M.E., from T&M Associates, the Townships Consulting Engineer, is hereby authorized to execute Payment Certificate Number 1 for Meco, Inc. for the Laurel Avenue Phase IV Improvement Project in the amount of \$130,156.71.

BE IT FURTHER RESOLVED that the Township Chief Financial Officer has certified that the funds are available from Renovations to Police Headquarters (C-04-19-1650-04119).

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 1st day of September, 2020.

Evelyn A. Grandi
Municipal Clerk

R-196

RESOLUTION

WHEREAS, Nicholls Field Design has prepared bid specifications for the Municipal Police Headquarters/Station project; and

WHEREAS, Nicholls Field Design has requested assistance in preparing the bid specifications; and

WHEREAS, CME Associates is agreeable to assisting Nicholls Field Design in preparing contract documents and other bid phase services as set forth in the attached Estimate of Fees for Professional/Engineering Services in an amount not to exceed \$4,500.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Hazlet Township, County of Monmouth, State of New Jersey, that CME Associates is authorized to assist Nicholls Field Design with the bid specifications and bid phase services for the renovations to the Municipal Police Headquarters/Station project; and

BE IT FURTHER RESOLVED that the Township Chief Financial Officer has certified that the funds are available from (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 1st day of September, 2020.

Evelyn A. Grandi
Municipal Clerk

R-197

JOHN H. ALLGAIR, PE, PP, LS (1983-2001)
DAVID J. SAMUEL, PE, PP, CME
JOHN J. STEFANI, PE, LS, PP, CME
JAY B. CORNELL, PE, PP, CME
MICHAEL J. McCLELLAND, PE, PP, CME
GREGORY R. VALES, PE, PP, CME



TIM W. GILLEN, PE, PP, CME (1991-2019)
BRUCE M. KOCH, PE, PP, CME
LOUIS J. PLOSKONKA, PE, CME
TREVOR J. TAYLOR, PE, PP, CME
BEHRAM TURAN, PE, LSRP
LAURA J. NEUMANN, PE, PP
DOUGLAS ROHMEYER, PE, CFM, CME
ROBERT J. RUSSO, PE, PP, CME
JOHN J. HESS, PE, PP, CME

August 14, 2020

Via Electronic & 1st Class Mail

Mayor Michael Glackin and Township Committee
Township of Hazlet
1766 Union Avenue
Hazlet, NJ 07730

Attn: Dennis Pino
Township Administrator

**Re: *Estimate of Fees for Professional Engineering Services
Municipal Police Headquarters / Station
Hazlet Township, Monmouth County, NJ
Proposal No. 2020-187***

Dear Mr. Pino:

We are pleased to submit our fee estimate for professional engineering services to assist Nicholls Field Design (Nicholls) with the bid specifications and bid phase services for the above referenced project.

With this being said, our office anticipates the following scope of work:

A. Contract Documents

The work in this phase will involve preparing front end specifications to be utilized by Nicholls for the public bidding of the project. The work will include the following:

1. Preparation of Bid Specifications will include our office providing the "Front End" contract documents to Nicholls to be included in the full specifications. It is our understanding that Nicholls will provide the technical specifications, AIA general conditions and bid items and will be the architect of record on the specifications.
2. We will review the final specifications with Nicholls and provide comments to be included in the final contract documents.

B. Bid Phase Services

We will assist Nicholls during the bid phase to include the following services to publicly bid the project in accordance with the Local Public Contracts Law:

1. Review Addenda, to be prepared by Nicholls, for Clarification of Project Specifications;
2. Attend Bid Opening;
3. Analyze Responsible Bids for compliance with the front-end specifications; and

S:\Hazlet\Proposals\20-08-14 Mun. Police Station Fee Estimate.docx



Mayor Michael Glackin and Township Committee
Hazlet Township
Re: Improvements to Beers Street

August 14, 2020
Proposal No. 2020-187
Page 2

4. Coordinate with the Township, as needed.

Summary of Fee Estimates

A. Preparation of Contract Documents	\$2,500.00
B. Bid Phase Services	\$2,000.00
Total Fee Estimate.....	\$4,500.00

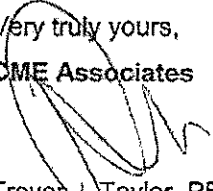
Exceptions:

- Any work not specified as listed in the above phases shall be considered additional services and will be invoiced at the time said work is authorized by the Township.
- Nicholls will utilize the front-end specifications as part of their contract documents and will sign the specifications.
- Our office will not provide input in to the technical specifications to be included in the contract documents. Determination of the bid items to be included in the specifications will be provided by Nicholls Field Design.
- Application fees are considered extra and will be requested at time of submission.

The above fee estimates are based on information provided to us by the Township. Should the scope of the project change requiring additional professional fees, we will detail same in writing and seek authorization prior to proceeding.

Should you accept our fee estimate, kindly provide a purchase order or professional services Resolution authorizing same. We trust this is the information you require at this time. Should you have any questions or wish to discuss the above further, please do not hesitate to contact this office.

Very truly yours,
CME Associates


Trevor J. Taylor, PE, PP, CME
Township Engineer's Office

TT:mmm

RESOLUTION AUTHORIZING AWARD OF CONTRACT
FOR EMERGENCY SANITARY SEWER MAIN
REPAIR ON DOVER COURT

WHEREAS, the Township Engineer advertised for and received three quotes on August 21, 2020 for Emergency Sanitary Sewer Main Repair to fix a sewer break on Dover Court; and

WHEREAS, the Township Engineer solicited quotes for said work; and

WHEREAS, the Township Engineer received the following quotes:

Contractor	Base Bid
Crest Construction Group	\$68,716.00
Lima Charlie Construction	\$69,069.00
B&W Construction Company of New Jersey, Inc.	\$77,950.00

WHEREAS, the Township Engineer has reviewed the lowest quote and finds it to be conforming; and

WHEREAS, the Township Engineer has certified that the repair of the sewer break is an emergency; and

WHEREAS, such emergency work is exempt from the bidding requirements of the Local Public Contract Law; 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 lowest quote, Crest Construction Group, Inc. for Emergency Sanitary Sewer Main Repair on Dover Court in an amount not exceed \$68,716.00; 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, if any, of the low bidder shall be released upon execution of said contract; and

BE IT FURTHER RESOLVED that the bid bond, if any, of the second and third lowest bidders, Lima Charlie Construction and B&W Construction Company of New Jersey, Inc., shall be retained until such time as a contract is executed with the lowest quote.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 1st day of September, 2020.

Evelyn A. Grandi
Municipal Clerk