

**PUBLIC MEETING AGENDA
HAZLET TOWNSHIP COMMITTEE**

**September 12, 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 _____ 2nd _____

Voice Vote: ____

5. **Approval of Meeting Minutes:**

**Regular Meeting minutes: June 27, 2023
July 18, 2023
July 25, 2023
August 8, 2023 (Cavuto abstain)**

6. **ORDINANCE – SECOND READING BY TITLE** – No scheduled hearings.
7. **ORDINANCE – FIRST READING BY TITLE** – No first reading. .
8. **RESOLUTIONS, MOTIONS AND APPOINTMENTS (CONSENT AGENDA):**

Resolutions #232 through #237 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.

- 232. Authorizing the waiver of fees for the Home Depot for Hazlet Day.
- 233. Appointment of Special Officer(s) Class III for the Hazlet Township School District.
- 234. Authorizing the issuance of raffle license(s).
- 235. Authorizing the disposing of various items deemed to be broken or obsolete and of no monetary value.
- 236. Authorizing refund for 2023 Hazlet Recreation Summer Camp.
- 237. Authorizing payment of accumulated compensatory and sick buy out as per P.B.A. Local 189 Contract.

ROLL CALL

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

- 238. Appointment of Susan Catapano-Moore as the CRS Coordinator for Hazlet Township.

ROLL CALL

- 239. Authorizing the Mayor and Clerk to sign a shared service agreement for mechanical services between the Township of Hazlet and Hazlet Township Board of Fire Commissioners (Hazlet Fire District #1)

ROLL CALL

- 240. Authorizing the transfer of Person-to-Person transfer of Plenary Retail Consumption License Number 1339-33-008-007.

ROLL CALL

- 10. **CORRESPONDENCE** - Hazlet Municipal Court- August 2023- Received and read.
CONSTRUCTION OFFICIAL- August 2023 Monthly Report- Received and read.

- 11. **PAYMENT OF BILLS** - **\$2,857,377.13**

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 _____ 2nd _____

Voice Vote _____

Time:

RESOLUTION

AUTHORIZING THE WAIVER OF FEES FOR THE HOME DEPOT

WHEREAS, The Home Depot wants to set up a table at Hazlet Day; and

WHEREAS, a request was received from the Home Depot to waive the Recreation fee for the cost of the space; 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 \$60.00, for the table at Hazlet Day, is hereby waived; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Recreation Department and the Home Depot.

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 12th day of September, 2023.

Mary L. Lynch
Municipal Clerk

R-232

RESOLUTION

APPOINTMENT OF SPECIAL OFFICER(S) CLASS III FOR THE HAZLET TOWNSHIP
SCHOOL DISTRICT

BE IT RESOLVED by the Township Committee of Hazlet Township that the below named be and they are hereby appointed as a Special Officer Class III, to work in the Hazlet Township School District, as school security for the August 29, 2023, through June 30, 2024 school year; and

Thomas Ferarri
Richard Gizzi
George Mundo
Christopher Doxbeck

BE IT FURTHER RESOLVED that their hourly salary is \$35.00 per hour which will be reimbursed by the Hazlet Township Board of Education through the Memorandum of Understanding (MOU); and

BE IT FURTHER RESOLVED that they will not be eligible to receive health benefits or be entitled to enroll in the pension system.

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 12th day of September 2023.

Mary L, Lynch
Municipal Clerk

R-233

RESOLUTION

AUTHORIZING THE ISSUANCE OF A RAFFLE LICENSE

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

RL-4330 ROCKET LAUNCHERS ASSOCIATION
RL-4331 OCEAN AVENUE SCHOOL PTA
RL-4332 OCEAN AVENUE SCHOOL PTA
RL-4333 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 12th day of September 2023.

Mary L. Lynch
Municipal Clerk

R-234

RESOLUTION

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

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

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

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

ITEMS TO BE DISPOSED:

- Electronic Sharp Calculator
- Outdated AED
- Recording Time Clock

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 12th day of September 2023.

Mary L. Lynch
Municipal Clerk

R-235

RESOLUTION

AUTHORIZING REFUND FOR 2023 HAZLET RECREATION SUMMER CAMP

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

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

WHEREAS, refunds for the recreation camp fees have been requested from the person listed below.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of Hazlet Township that the Chief Financial Officer be authorized to return such fees as listed below.

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

APPLICANT

AMOUNT OF REFUND

Cindy Deily
1007 Stone Road
Union Beach NJ 07735

\$300.00 (Hazlet Recreation Camp)

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 12th day of September 2023.

Mary L. Lynch
Municipal Clerk

R-236

RESOLUTION

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

WHEREAS, Scott Randolph has retired from his position as Police Officer effective September 1, 2023; and

WHEREAS, as of September 1, 2023, Scott Randolph had unused accumulated compensatory 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 Compensation (T-12-56-0105-00009).

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 Scott Randolph for accumulated compensatory time \$36,336.00 and sick time \$15,000.00 for the total amount of \$51,336.00 is hereby authorized.

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 12th day of September 2023.

Mary L. Lynch
Municipal Clerk

R-237

RESOLUTION

APPOINTMENT OF SUSAN CATAPANO-MOORE AS THE CRS COORDINATOR FOR
HAZLET TOWNSHIP

BE IT RESOLVED by the Township Committee of Hazlet Township that Susan Catapano-Moore is hereby appointed as the CRS Coordinator; and

BE IT FURTHER RESOLVED that she will be compensated with a stipend of \$500.00 per month retro and including September 1, 2023; and

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

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 12th day of September 2023.

Mary L. Lynch
Municipal Clerk

R-238

RESOLUTION

AUTHORIZING SHARED SERVICE AGREEMENT FOR MECHANICAL SERVICES
BETWEEN THE TOWNSHIP OF HAZLET AND
HAZLET TOWNSHIP BOARD OF FIRE COMMISSIONERS
(HAZLET FIRE DISTRICT #1)

WHEREAS, the Township of Hazlet and Hazlet Township Board of Fire Commissioners (Hazlet Fire District #1) have agreed to share mechanical services, and

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq., permits local units to enter into a contract with any other governmental unit for shared services.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hazlet, County of Monmouth, State of New Jersey that the Mayor and Municipal Clerk be and hereby are authorized to execute a Shared Service Agreement on behalf of the Township with the Hazlet Township Board of Fire Commissioners (Hazlet Fire District #1) for mechanical services.

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 12th day of September 2023.

Mary L, Lynch
Municipal Clerk

R-239

AUTHORIZING THE PERSON-TO-PERSON TRANSFER OF PLENARY RETAIL
CONSUMPTION LICENSE NUMBER 1339-33-008-007

WHEREAS, an application has been filed for a Person-to-Person Transfer of Plenary Retail Consumption License Number 1339-33-008-007 heretofore issued to Bertucci’s Restaurants, LLC. for premises located at 2847 Highway 35, Hazlet, New Jersey; and

WHEREAS, the submitted application form is complete in all respects, the transfer fees have been paid and the license has been properly renewed for the current license term; and

WHEREAS, the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes, regulations promulgated thereunder, as well as pertinent local ordinances and conditions consistent with Title 33; and

WHEREAS, the applicant has disclosed and the issuing authority reviewed the source of all funds used in the purchase of the license and the licensed business and all additional financing obtained in connection with the licensed business.

NOW, THEREFORE, BE IT RESOLVED that the Hazlet Township Committee does hereby approve, effective September 12, 2023 the transfer of the aforesaid Plenary Retail Consumption License to ELMO Liquor, LLC and does hereby direct the Municipal Clerk to endorse the license certificate to the new ownership as follows: “This license, subject to all its terms and conditions, is hereby transferred to ELMO Liquor, LLC effective September 12, 2023.

CERTIFICATION

I, MARY L. LYNCH, Municipal Clerk of Hazlet Township do hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by the Township Committee at its meeting held on the 12th day of September 2023.

Mary L. Lynch
Municipal Clerk