

October 6, 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 – August 18, 2020, September 1, 2020 and September 15, 2020.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____
(abstain 9/15/2020)

Committeeman Sachs _____ Deputy Mayor Clark _____

Mayor Glackin _____

Reports:

JOINT MUNICIPAL COURT-HAZLET & MATAWAN – August 2020 - Received and read.
CONSTRUCTION OFFICIAL - August 2020 – Total fees collected - \$18,355.00.

Resolutions, Motions and Appointments:

Resolution #213 through #217 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.

- 213. Refund of the overpayment of taxes for Block 191, Lot 52.
- 214. Issuance of Raffle Licenses RL-4244 to the RAINE Organization, Inc. and RL-4245 and RL-4246 to the Hazlet First Aid Squad.
- 215. Refund of a Landlord Registration Fee for 1 Bethany Road, Suite 83.
- 216. Authorizing the Township to assess a Municipal Lien on various properties for property maintenance.
- 217. Refund of Swim Club fees for Kimberly Piotrowski.

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: _____

218. Authorizing Hazlet Township to consider resuming inspections of the interiors of properties, within the Township, when the COVID emergency declaration is rescinded.

Offered _____ 2nd _____

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

219. Authorizing the Township to accept the donation of the Gaga Court from Camp Coconuts.

Offered _____ 2nd _____

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

220. Salary increase for Edward Tynion for obtaining his CDL license, as stipulated in the Blue Collar Contract.

Offered _____ 2nd _____

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

220. Authorizing CME Associates to provide Engineering Services for the Natco Park Building.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____

Committeeman Sachs _____ Deputy Mayor Clark _____

Mayor Glackin _____

221. Appointment of Kim Koempel as an Accounts Payable Clerk in the Finance Department.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____

Committeeman Sachs _____ Deputy Mayor Clark _____

Mayor Glackin _____

222. Appointment of Kim Koempel as a Temporary Purchasing Agent.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____

Committeeman Sachs _____ Deputy Mayor Clark _____

Mayor Glackin _____

223. Appointment of Brenda Cooper as the Right to Know Coordinator.

Offered _____ 2nd _____

Roll Call: Committeeman Aagre _____ Committeeman McKay _____

Committeeman Sachs _____ Deputy Mayor Clark _____

Mayor Glackin _____

224. Authorizing the Municipal Administrator to execute a separation agreement and full and final release for Patrick Toal.

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 _____

Ordinance Introduction:

1. AN ORDINANCE AMENDING AND SUPPLEMENTING ARTICLE VII,
CHAPTER 196-11 (G) FEES OF THE CODE OF THE TOWNSHIP OF HAZLET

Title read by: _____

Hearing Date: October 20, 2020.

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: _____

RESOLUTION

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 the homeowner refinanced their mortgage and the taxes were paid twice.

<u>BLOCK</u>	<u>LOT</u>	<u>NAME</u>	<u>AMOUNT</u>	<u>YEAR</u>
191	52	Brian Walsh	\$2,448.79	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 6th day of October, 2020.

Evelyn A. Grandi
Municipal Clerk

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-4244 – RAINE ORGANIZATION, INC.
RL-4245 & RL-4246 – HAZLET FIRST AID SQUAD

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 6th day of October, 2020.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that the following person be issued a refund for a payment made in error, of a Landlord Registration Fee, for 1 Bethany Road, Suite 83, Block 242, Lot 1.83; and

BE IT FURTHER RESOLVED that Landlord Registrations are required for residential properties only, not commercial properties.

<u>NAME</u>	<u>AMOUNT</u>
Jill Bernicker 1 Bethany Road Suite 83 Hazlet, NJ 07730	\$250.00

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Zoning and Finance Offices.

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 6th day of October, 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 correct this dangerous condition; and

WHEREAS Chapter 145, Section 145-7 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 - \$310.00
66 Liberty Place, Block 139, Lot 1 - \$310.00
16 Brown Avenue, Block 30, Lot 30 - \$290.00

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 6th day of October, 2020.

Evelyn A. Grandi
Municipal Clerk

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 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 Recreation Department and to the Finance Office.

APPLICANT

AMOUNT OF REFUND

Kimberly Piotrowski
106 Pacific Boulevard
Keyport, NJ 07735

\$678.00

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 6th day of October, 2020.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

WHEREAS, the Assessment Demonstration Program was established in 2013 pursuant to N.J.S.A. 54:1-104, et seq.; and

WHEREAS, Monmouth County is the only county in the State of New Jersey participating in the Assessment Demonstration Program; and

WHEREAS, the assessment cycle for inspections under the Assessment Demonstration Program has increased from five years to eight years pursuant to N.J.S.A. 54:4-23(b); and

WHEREAS, the initial five-year ADP assessment cycle ran from January 1, 2014 through December 31, 2019; and

WHEREAS, the Township was considering its options throughout 2019 for the tax year 2020; and

WHEREAS, the COVID emergency struck in 2020; and

WHEREAS, the Governor has declared a COVID emergency, which is still in effect; and

WHEREAS, the Assessment Demonstration Program requires physical inspections of the interior of the properties in the municipality, or at least good faith efforts to inspect the interiors; and

WHEREAS, while the COVID emergency continues, it unrealistic to expect that physical inspections of the interiors of many properties will be accomplished.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hazlet, County of Monmouth, and State of New Jersey that it shall consider advertising for, and issuing a contract for, the inspection of the interiors of properties within the Township when the COVID emergency declaration is rescinded.

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 6th day of October, 2020.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

WHEREAS, Camp Coconuts offered to donate the Gaga Court that was used for the Summer Camp to the Township of Hazlet; and

WHEREAS, in accordance with N.J.S.A. 40A:5-29 the statute authorizes a municipality to accept such donation.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of Hazlet Township that it graciously accepts the gift of the Gaga Court from Camp Coconuts.

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 6th day of October, 2020.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that Edward Tynion has obtained his CDL License; and

BE IT FURTHER RESOLVED that he be compensated at an annual salary of \$43,680.00 prorated, retroactive to and including September 14, 2020; and

BE IT FURTHER RESOLVED that the Certifying Agent file the necessary paperwork with the Department of Personnel.

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 6th day of October, 2020.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that the Township Engineer, CME Associates, is hereby authorized to provide Engineering Services for Survey and Base Map Services, Geotechnical Services, Contract Documents and Utility Coordination, Bid Phase Services and Construction Phase Services for the Natco Park Building; and

BE IT FURTHER RESOLVED that the cost for the Engineering Services is an amount, not to exceed, \$40,000.00; and

BE IT FURTHER RESOLVED that the Township Chief Financial Officer has certified that the funds are available from the Reserve for Open Space (T-05-55-5201-00000).

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 6th day of October, 2020.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

BE IT RESOLVED, by the Township Committee of Hazlet Township that Kim Koempel is hereby appointed as an Accounts Payable Clerk in the Department of Finance; and

BE IT FURTHER RESOLVED, that she be compensated at the yearly salary of \$17,000.00 prorated, retroactive to and including September 15, 2020.

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 6th day of October, 2020.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

WHEREAS, the Township Committee of Hazlet Township has the need for the position of a "Qualified Purchasing Agent", and

WHEREAS, N.J.S.A. 40A:11-9 (g) establishes the criteria to appoint a Temporary Purchasing Agent for a period of one year when a vacancy occurs for the position of Qualified Purchasing Agent, and

WHEREAS, Michelle Powers was appointed Qualified Purchasing Agent and has submitted her resignation from the position.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of Hazlet Township that they agree to appoint Kimberly Koempel as the Temporary Purchasing Agent retroactive to and including September 15, 2020; and

BE IT FURTHER RESOLVED, that Kimberly Koempel is required to successfully complete four courses and State QPA Examination in order to obtain the certification as a Qualified Purchasing Agent; and

BE IT FURTHER RESOLVED, that the Municipal Clerk is authorized and directed to forward a certified copy of this resolution to the Director of the Division 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 6th day of October, 2020.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that Brenda Cooper is hereby appointed as the Right to Know Coordinator; and

BE IT FURTHER RESOLVED that a copy of this Resolution be put in her personnel file.

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 6th day of October 2020.

Evelyn A. Grandi
Municipal Clerk

RESOLUTION

BE IT RESOLVED by the Township Committee of Hazlet Township that Dennis Pino, Municipal Administrator, is hereby authorized to execute a Separation Agreement and Full and Final Release for Patrick Toal.

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 6th day of October, 2020.

Evelyn A. Grandi
Municipal Clerk

AN ORDINANCE AMENDING AND SUPPLEMENTING
ARTICLE VII, CHAPTER 196-11 (G), FEES
OF THE CODE OF THE TOWNSHIP OF HAZLET

BE IT ORDAINED by the Township Committee of the Township of Hazlet, County of Monmouth, State of New Jersey, that Article VII, Chapter 196-11 (G), Fees is hereby amended and supplemented to include the following:

Article VII, Chapter 196-11 – Fees.

- G. Duplication of video constitutes an extraordinary duplication process and will be charged at the rate of \$5.00 per Digital Versatile Disk (DVD).

BE IT FURTHER ORDAINED all Ordinances or parts of Ordinances inconsistent herewith are hereby repealed.

BE IT FURTHER ORDAINED this Ordinance shall take effect immediately upon passage and publication pursuant to law.