

**TOWNSHIP OF COLTS NECK
TOWNSHIP COMMITTEE MEETING
SEPTEMBER 23, 2014
7:30 P.M. AT TOWN HALL**

The meeting of the Colts Neck Township Committee was called to order at 7:30 p.m. by Mayor Macnow followed by the Pledge of Allegiance. The following statement was read by Township Clerk, Mr. Bowden: "The notice requirements of the New Jersey Open Public Meetings Law have been satisfied by forwarding a News Release to the Asbury Park Press on December 12, 2013 stating a regular meeting of the Colts Neck Township Committee would be held September 23, 2014, 7:30 p.m., Colts Neck Town Hall, 124 Cedar Drive, Colts Neck, New Jersey. The notice requirements have been posted on the Township bulletin board and a copy is on file in the office of the Township Clerk."

Roll call by Mr. Bowden indicated the following:

Present: Mayor Russell Macnow; Deputy Mayor James Schatzle; Committeemen Thomas Orgo, Jarrett Engel and Michael Fitzgerald

Also Present: Administrator/Municipal Clerk Robert Bowden; Deputy Municipal Clerk Beth Kara; and Township Counsel John O. Bennett, III, Esq.

Absent: None

1. **APPROVAL OF MEETING MINUTES:** Meeting of September 10, 2014. Mr. Engel made a motion to approve, seconded by Mr. Fitzgerald and unanimously carried.

RECORD OF VOTE						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Macnow			X			
Deputy Mayor Schatzle			X			
Orgo			X			
Engel	M		X			
Fitzgerald		S	X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent						

2. **MAYOR'S PROCLAMATION:** MENTAL ILLNESS AWARENESS WEEK, OCTOBER 5-11, 2014. Mayor Macnow read the Proclamation in full, which recognizes mental illness impacts one in four individuals of which two-thirds of all people with diagnosable mental disorders do not seek treatment because of stigma, ignorance, and lack of appropriate service and treatment options. Together with the Township Committee, Mayor Macnow recognized and proclaimed the week of October 5-11, 2014 as Mental Illness Awareness Week within the Township of Colts Neck. Mayor Macnow presented the Proclamation to Ms. Joanna Vroman, President of the Colts Neck Woman's Club, and noted the Woman's Club has joined other Women's Clubs in highlighting this health issue.

3. **MAYOR'S APPOINTMENT:** EMERGENCY MANAGEMENT COORDINATOR, MR. MICHAEL BURKE. Mayor Macnow advised Chief Kevin Sauter has tendered his resignation as the Township's Emergency Management Coordinator, as he has moved out of town and residency is a requirement of this position. Tonight Mayor Macnow is appointing Mr. Michael Burke, a Township resident, to fulfill the term of Chief Sauter's appointment which expires December 31, 2015.

4. **SWEARING IN OF MR. MICHAEL BURKE AS EMERGENCY MANAGEMENT COORDINATOR:** Mayor Macnow administered the Oath of Office to Mr. Burke as his son, Shaun, held the bible, and his wife, Candice, observed. Mayor Macnow thanked Mr. Michael Oppgaard, Director, Monmouth County Office of Emergency Management, for his presence at this evening's swearing in ceremony of Mr. Burke. Mr. Burke received a round of applause and photographs were taken.
5. **PUBLIC RECOGNITION:** HONORING MS. DOROTHY H. REIBRICH, ACTING COLTS NECK COURT ADMINISTRATOR (RETIRED). Mayor Macnow thanked Ms. Dorothy (Dottie) Reibrich for working as the Township's Acting Court Administrator filling the vacancy created by the transfer/promotion of the former Court Administrator. Mayor Macnow thanked Ms. Reibrich for remaining with the Township beyond her original planned departure and for keeping the Court running without issue these past months. Mayor Macnow presented Ms. Reibrich with a lovely bouquet of flowers, and Ms. Reibrich received a standing ovation as her husband, Walter, observed, and photographs were taken.
6. **RESOLUTION 2014-106:** RESOLUTION CONFIRMING APPOINTMENT OF COLTS NECK COURT ADMINISTRATOR, MS. KATHRYNE E. BAGHSARIAN was read by title by Mayor Macnow. Mr. Bowden commented Ms. Baghsarian has worked in the Township Court for approximately two years. During this time, Ms. Baghsarian successfully completed all courses required for Court Administrator certification, and needs to complete two remaining requirements for full certification. Mr. Bowden stated he is happy to recommend Ms. Baghsarian to the position as the Township's Court Administrator, and has every confidence Ms. Baghsarian will complete her certification requirements shortly. Mr. Fitzgerald noted the Township is very fortunate to have two competent individuals within its Court for a seamless transition. Mr. Engel expressed his appreciation and made a motion to approve, seconded by Mr. Fitzgerald and unanimously carried. Ms. Baghsarian received a round of applause.

RECORD OF VOTE						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Macnow			X			
Deputy Mayor Schatzle			X			
Orgo			X			
Engel	M		X			
Fitzgerald		S	X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent						

7. **RESOLUTION 2014-107:** RESOLUTION AUTHORIZING APPROVAL OF CHANGE ORDER NO. 1, 2013 CAPITAL ROAD IMPROVEMENTS, PHASE II (+\$118,896.92) was read by title by Mayor Macnow. Mr. Bowden advised the bids came in lower than the Township Engineer's estimate. By law, change orders can be issued up to 20% of the original Engineer's estimate. This change order resolution increases the contract total to \$803,814.87, which is a 17.4 percent increase above the original contract, and results in additional paving work being able to be done on Boundary Road, School Road East, and Chestnut Drive. Mr. Fitzgerald made a motion to approve, seconded by Mr. Schatzle and unanimously carried.

RECORD OF VOTE						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Macnow			X			
Deputy Mayor Schatzle		S	X			
Orgo			X			
Engel			X			
Fitzgerald	M		X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent						

8. **MOTION TO ADOPT CONSENT AGENDA:**

***RESOLUTION 2014-108:** RESOLUTION AUTHORIZING RETURN OF SPECIAL PERFORMANCE GUARANTEE, ROAD OPENING PERMIT, BLOCK 44.01, LOT 9.05 (109 STONE HILL ROAD)

Mr. Fitzgerald noted for the record, the above resolution authorizes the return of \$1,000.00. Mr. Fitzgerald made a motion to approve, seconded by Mr. Schatzle and unanimously carried.

RECORD OF VOTE						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Macnow			X			
Deputy Mayor Schatzle		S	X			
Orgo			X			
Engel			X			
Fitzgerald	M		X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent						

9. **ADMINISTRATIVE REPORT:** Mr. Bowden stated he had nothing to add to his report this evening.

10. **MOTION TO APPROVE VOUCHERS:** Mr. Fitzgerald stated he reviewed the vouchers for this evening's meeting, which included supplies from Becker's Hardware categorized as weapons. The items purchased at Becker's were staples for the range targets. Mr. Fitzgerald recommends approval of the following:

Animal Control	\$82.89
Capital Fund	\$620,398.35
Construction Trust	\$9,816.36
Current Fund	\$225,352.69
Escrow	31,230.94
Grant Fund	\$9,413.19
Trust Fund	<u>\$8,404.78</u>
TOTAL:	\$904,699.20

Mr. Engel made a motion to approve, seconded by Mr. Schatzle and unanimously carried. Mayor Macnow abstained from approving payments to Sakoutis Brothers Disposal Inc.* and Mr. Schatzle abstained from approving payment to T&M Associates **.

RECORD OF VOTE						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Macnow			*X		*X	
Deputy Mayor Schatzle		S	**X		**X	
Orgo			X			
Engel	M		X			
Fitzgerald			X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent						

11. TOWNSHIP COMMITTEE REPORTS

Mr. Orgo commented there was a payment to Branning Auto Body on tonight's bills list in the amount of \$2,500.00, which resulted from a deer collision with a brand new Township Police cruiser. Mr. Orgo noted the Township also had to pay an insurance deductible of \$2,500.00 for this accident. Mr. Orgo stated luckily no one was injured.

Mr. Orgo reported hunting season began two weeks ago. Mr. Orgo urged anyone finding a tree stand on Township property to call one of the Township Committee at Town Hall to report it, noting these are illegal and will be removed.

Mr. Fitzgerald noted after the public hearing the night of the deer ordinance adoption, the illegal tree stands reported that evening were removed the next day. Mr. Fitzgerald commented the process is working.

Mr. Engel reported the Police Department, together with the Township's Alliance for Drug and Alcohol, is participating in the Drug Enforcement Agency's Operation Take Back on Saturday, September 27, 2014, from 10:00 a.m. to 2:00 p.m. at the Colts Neck Court House. All are urged to turn in expired, unused and unwanted prescription and over-the-counter drugs. Liquids, needles and sharps are not accepted, only pills or patches. This is a free and anonymous event; with no questions asked. Mr. Engel commented this event provides a safe and convenient way to dispose of medications. Mayor Macnow commented the Program is well received within the community. Mr. Fitzgerald noted this method is environmentally preferable to flushing medications.

Mr. Schatzle had no report this evening.

Mayor Macnow reported the annual Arts and Crafts event at Bucks Mill Park will be held September 27-28 from 10:00 a.m. to 5:00 p.m.

Mayor Macnow reported the Colts Neck PBA is sponsoring a 5K run/2 mile walk in support of finding a cure for breast cancer at Bucks Mill Park on October 5 starting at 8:00 a.m. through 12:00 noon.

Mayor Macnow reported Rockfest took place this past weekend and both he and Deputy Mayor Schatzle attended. This year's event was an all-day community event for the family where no problems or issues arose.

12. PUBLIC COMMENT

With no further comments, Mayor Macnow opened the meeting to public comment.

Mr. Frank VanNote, a resident, stated about one year ago, he spoke with members of the Historic Preservation Committee about preserving the historic burial grounds within the Township. Mr. VanNote stated in past years, the Boy Scouts tended these sites. Mr. VanNote commented it is important to maintain these burial grounds, and he provided the Deputy Clerk with information relating to these sites. Mayor Macnow stated this issue would be researched further.

Mr. Chuck Camarata, a resident, questioned the date and time of Operation Take Back and was advised this event was scheduled for Saturday, September 27, 2014, from 10:00 a.m. to 2:00 p.m. at the Court House. Mr. Camarata questioned particulars relating to the Annual Audit. Mayor Macnow recommended Mr. Camarata discuss the specifics with Mr. Antonides during the work day, and if Mr. Camarata still has questions after that discussion, he should contact Mayor Macnow.

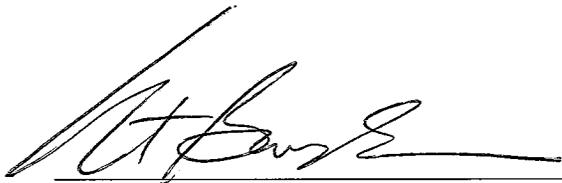
Mr. Jeffrey Sauter, a resident, thanked Mr. Michael Burke for accepting the position of Township Emergency Management Coordinator. Mr. Sauter provided a memo for the file, which is being retained in the Office of the Municipal Clerk.

Hearing no further comments, Mayor Macnow closed the meeting to public comment.

13. **MOTION TO ADJOURN:** Mr. Engel made a motion to adjourn, seconded by Mr. Fitzgerald and unanimously carried by voice vote.

RECORD OF VOTE						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Macnow			X			
Deputy Mayor Schatzle			X			
Orgo			X			
Engel	M		X			
Fitzgerald		S	X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent						

The meeting adjourned at 8:00 p.m.



Robert Bowden, Administrator/Municipal Clerk