

**COLTS NECK TOWNSHIP  
TOWNSHIP COMMITTEE REGULAR MEETING  
APRIL 10, 2019, 7:30 P.M.  
TOWN HALL**

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**CALL MEETING TO ORDER**

**SALUTE TO THE FLAG**

“THE NOTICE REQUIREMENTS OF THE NEW JERSEY PUBLIC MEETINGS LAW HAVE BEEN SATISFIED BY NOTICING THE NEWS TRANSCRIPT AND THE ASBURY PARK PRESS ON DECEMBER 13, 2018 STATING THAT A REGULAR MEETING OF THE COLTS NECK TOWNSHIP COMMITTEE WOULD BE HELD ON APRIL 10, 2019 AT 7:30 P.M., TOWN HALL. THE NOTICE REQUIREMENTS HAVE BEEN POSTED ON THE TOWNSHIP WEBSITE, AND A COPY IS ON FILE IN THE OFFICE OF THE TOWNSHIP CLERK.”

**ROLL CALL**

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1. **APPROVAL OF MINUTES:** MEETING OF MARCH 27, 2019
  
2. **MAYOR’S PROCLAMATION:** ARBOR DAY IN COLTS NECK TOWNSHIP, APRIL 26, 2019
  
3. **ORDINANCE 2019-8:** AN ORDINANCE SETTING THE SALARY AND WAGE RANGES FOR TOWNSHIP EMPLOYEES  
  
1<sup>ST</sup> READING BY TITLE  
COMMENTS  
MOTION TO APPROVE  
ROLL CALL  
SET PUBLIC HEARING APRIL 24, 2019
  
4. **RESOLUTION 2019-69:** RESOLUTION AUTHORIZING AWARD OF CONTRACT, LAWN AND FIELD MAINTENANCE SERVICES, ONE YEAR AWARD WITH OPTION FOR SECOND YEAR  
  
COMMENTS  
MOTION TO APPROVE  
ROLL CALL
  
5. **MOTION TO APPROVE CONSENT AGENDA**  
All items listed on the "Consent Agenda" are considered routine by the Township and are adopted or approved collectively by a single motion and roll-call vote of a majority of the Township Committee. If discussion is desired on any item, it is considered separately.  
  
**\*RESOLUTION 2019-70:** RESOLUTION AUTHORIZING PAYMENT OF FINAL INVOICE, MUNICIPAL OPEN SPACE PROGRAM GRANT PROGRAM #16-13, TOWN HALL WALKING IMPROVEMENTS, PAYMENT CERTIFICATE NO. 3 (\$4,072.68)  
  
**\*RESOLUTION 2019-71:** RESOLUTION AUTHORIZING REFUND OF TAX OVERPAYMENT  
  
**\*RESOLUTION 2019-72:** RESOLUTION AUTHORIZING SALE OF MUNICIPAL PERSONAL PROPERTY THROUGH ON-LINE AUCTION  
  
COMMENTS  
MOTION TO APPROVE  
ROLL CALL

6. **ADMINISTRATOR'S REPORT**

7. **MOTION TO APPROVE VOUCHERS**

COMMENTS  
MOTION TO APPROVE  
ROLL CALL

8. **TOWNSHIP COMMITTEE REPORTS**

9. **COMMENTS FROM THE PUBLIC**

MOTION TO OPEN PUBLIC HEARING  
MOTION TO CLOSE PUBLIC HEARING

10. **RESOLUTION 2019-73: EXECUTIVE SESSION**

MOTION TO ADJOURN  
SECOND  
VOICE VOTE

***THE NEXT REGULAR TOWNSHIP COMMITTEE MEETING IS  
WEDNESDAY, APRIL 24, 2019, 7:30 P.M.  
COURTHOUSE, 124 CEDAR DRIVE, COLTS NECK, NJ***

# MAYOR'S PROCLAMATION

## ARBOR DAY IN COLTS NECK TOWNSHIP

APRIL 26, 2019

WHEREAS, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and;

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and;

WHEREAS, Arbor Day is now observed throughout the nation and the world, and;

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and;

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and;

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and;

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

FURTHER, I urge all citizens to plant trees to promote the well-being of this and future generations.

NOW, THEREFORE, I, Thomas Orgo, Mayor of Colts Neck Township, along with the entire Township Committee of Colts Neck Township, New Jersey, urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and do hereby proclaim that April 26, 2019 is Arbor Day within Colts Neck Township.

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Thomas Orgo  
Mayor

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Beth Kara, RMC/CMC  
Municipal Clerk

April 10, 2019

**ORDINANCE 2019-8**

**AN ORDINANCE OF COLTS NECK TOWNSHIP IN THE  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY,  
SETTING THE SALARY AND WAGE RANGES FOR TOWNSHIP EMPLOYEES**

BE IT ORDAINED by the Township Committee of Colts Neck Township, in the County of Monmouth, State of New Jersey that the purpose of this Ordinance is to salary and wage ranges paid within the Township as follows:

**SECTION ONE:** The salaries to be paid to elected and appointed officials and employees of Colts Neck Township, in the County of Monmouth, and the time for payment of same, is hereby fixed as follows:

<b>Title</b>	<b>Minimum</b>	<b>Maximum</b>
Township Administrator	\$115,000	\$150,000
Municipal Clerk	\$54,800	\$74,100
Deputy Municipal Clerk	\$16/hour	\$21/hour
Website Coordinator	\$2,200	\$2,900
Secretary to Administrator	\$8,900	\$12,100
Registrar of Vital Statistics	\$1,700	\$2,300
Deputy Registrar of Vital Statistics	\$1,200	\$1,500
Finance Officer/Treasurer	\$65,400	\$88,400
Tax Collector	\$24,700	\$33,400
Tax Search Officer	\$900	\$1,200
Purchasing Agent	\$2,200	\$2,900
Tax Assessor	\$26,600	\$35,900
Health Officer	\$88,400	\$119,600
Secretary to Health Officer	\$425	\$575
Well/Septic Clerk	\$1,700	\$2,300
Dog Permit Clerk	\$1,700	\$2,300
Municipal Court Judge	\$18,400	\$24,800
Court Administrator	\$32,100	\$43,400
Deputy Court Administrator	\$12/Hour	\$16/Hour
Court Recorder	\$20/Hour	\$27/Hour
Violations Clerk	\$14/Hour	\$25/Hour
Construction Official	\$24,300	\$32,900
Technical Assistant to Construction Official Assistant	\$17/Hour	\$23/Hour
Building Inspector/Sub-Code Official/Fire Inspector	\$38,400	\$51,900
Building Inspector	\$23,500	\$31,800
Plumbing Inspector/Sub-Code Official	\$30,700	\$41,600
Plumbing Inspector	\$11,100	\$15,000
Electric Inspector/Sub-Code Official	\$23,300	\$31,500
Fire Official/Marshal	\$17,400	\$23,600
Secretary to Fire Marshal	\$1,700	\$2,300
Director of Public Works	\$85,000	\$115,000

<b>Title</b>	<b>Minimum</b>	<b>Maximum</b>
Foreman	\$70,000	\$95,000
Heavy Equipment Operator	\$66,000	\$90,000
Mechanic – Part-time	\$18/Hour	\$25/Hour
Recycling Coordinator	\$2,300	\$3,000
Clean Communities Coordinator	\$2,300	\$3,000
Director of Recreation and Parks	\$59,300	\$80,300
Summer Camp Supervisor	\$4,000	\$5,400
Summer Camp Assistant Supervisor	\$2,800	\$3,800
Summer Camp Arts & Crafts Supervisor	\$2,100	\$2,900
Summer Camp Outside Coordinator	\$1,700	\$2,300
Summer Camp Trip Coordinator	\$1,700	\$2,300
Summer Camp Counselor	\$7/Hour	\$15/Hour
Seasonal Parks and Recreation - Part-time	\$11/Hour	\$20/Hour
Township Planner	\$86,200	\$116,700
Deputy Zoning Officer	\$1,700	\$2,300
Code Enforcement Officer	\$26,500	\$35,800
Deputy Code Enforcement Officer	\$23/Hour	\$30/Hour
Secretary to Code Enforcement	\$1,100	\$1,400
Police Chief	\$125,000	\$170,000
Police Lieutenant	\$110,000	\$150,000
SLEO III	\$25/Hour	\$35/Hour
SLEO II Part-time	\$17/Hour	\$25/Hour
Clerical	\$10/Hour	\$21/Hour
Township Mayor	\$1,500	\$3,000
Township Committee Member	\$1,500	\$3,000

**SECTION TWO:** Secretaries for the Farmland and Open Space Committee, Shade Tree Commission, Architectural Review Committee, Environmental Commission, Historic Preservation Committee and Local Emergency Planning Committee shall be paid at a rate of \$50 per meeting attended.

**SECTION THREE:** The Township Committee shall establish those officials and employees of Colts Neck Township who are entitled to mileage compensation for the use of their automobiles. Such compensation is hereby fixed at the rate of \$.40 cents per mile.

**SECTION FOUR:** The Township Committee reserves the right to pay annual bonus payments not to exceed \$5,000 to non-union personnel.

**SECTION FIVE:** All ordinances or parts of ordinances in conflict with this ordinance or any part thereof are hereby repealed.

**SECTION SIX:** This ordinance shall take effect retroactively, as of January 1, 2019 after final passage and publication according to law.

I, Beth Kara, Municipal Clerk in Colts Neck Township, in the County of Monmouth, New Jersey, hereby certify that annexed hereto is a true and complete copy of Ordinance No. 2019-8 introduced at a duly convened meeting of the Township Committee on April 10, 2019, and adopted after public hearing at a duly convened meeting of the Township Committee on April 24, 2019.

\_\_\_\_\_  
Thomas Orgo, Mayor

\_\_\_\_\_  
Beth Kara, Municipal Clerk

<b>RECORD OF VOTE</b>												
	First Reading					Second Reading						
	April 10, 2019					April 24, 2019						
	M	S	Yes	No	NV	Ab	M	S	Yes	No	NV	Ab
Committeeman												
Mayor Orgo												
Deputy Mayor Rizzuto												
Viola												
Macnow												
Bartolomeo												
M - Moved    S - Seconded    X - indicates vote    NV - Not Voting    Ab - Absent												

**RESOLUTION 2019-69**

**AUTHORIZING AWARD OF CONTRACT  
LAWN AND FIELD MAINTENANCE SERVICES  
ONE YEAR AWARD WITH OPTION FOR SECOND YEAR**

WHEREAS, bids for lawn and field maintenance services has been duly advertised and publicly read pursuant to law; and

WHEREAS, the Township Attorney review of the bid found it to be acceptable to award; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Colts Neck Township that it hereby awards a bid in this regard as follows:

Vendor: OnSite Landscape Management  
P. O. Box 294  
Millstone, NJ 08535

Amount: \$97,689.28 (April 15, 2019 – October 31, 2019)  
\$97,689.28 (April 1, 2020 – October 31, 2020)

Term: Year 1: (April 15, 2019 – October 31, 2019)  
Year 2 option: (April 1, 2020 – October 31, 2020)

BE IT FURTHER RESOLVED that the Township reserves the right to modify this specification based on results of soil samples received during the course of the contract period and based upon the re-evaluation of all athletic fields and common areas within the Township owned parks.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute all documents in this regard; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the following:

1. OnSite Landscape Management, Vendor;
2. Louis Bader, Public Works Director;
3. John Antonides, Chief Financial Officer; and
4. Meghan Bennett Clark, Esq., Township Attorney.

I, Beth Kara, do hereby certify the foregoing to be a true and accurate copy of a Resolution passed by the Township Committee of Colts Neck Township during a regular meeting held on the 10th day of April 2019.

\_\_\_\_\_  
Beth Kara, Municipal Clerk

<b>RECORD OF VOTE</b>						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Orgo						
Deputy Mayor Rizzuto						
Viola						
Macnow						
Bartolomeo						
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent						

**RESOLUTION 2019-70**

**APPROVING PAYMENT CERTIFICATE NO. 3, FINAL  
TOWN HALL WALKING PATH IMPROVEMENT  
(\$4,072.68)**

**WHEREAS**, the Monmouth County Board of Chosen Freeholders has approved an Open Space Trust Fund and established a Municipal Open Space Program to provide Program Grant funds in connection with municipal acquisition of lands for County park, recreation, conservation and farmland purposes, as well as for County recreation and conservation development and maintenance purposes; and

**WHEREAS**, Colts Neck Township entered into a Municipal Open Space Program Grant Agreement with the County of Monmouth on March 30, 2017 that provided \$94,000.00 for Town Hall Walking Path Improvements under Application No. 16-13 that required certain conditions be met by Colts Neck Township prior to receipt of the aforesaid funds; and

**WHEREAS**, the Monmouth County Park System requires a certified copy of a resolution of the governing body determining that the project aforesaid was finally complete and a closing statement of "Final Change Order" adopted by the governing body.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of Colts Neck Township that all conditions of the May 30, 2017 Grant Agreement have been satisfied by Colts Neck Township and that the project has been completed; and

**BE IT FURTHER RESOLVED** that Colts Neck Township made final payment to the contract James R. Ientile, Inc. per the letter of Municipal Engineer Glenn R. Gerken of June 29, 2018 and that payment was made per voucher Attached on July 17, 2018 under Check No. 1853, which are hereby attached and also on file in the Municipal Clerk's Office.

I, Beth Kara, do hereby certify the foregoing to be a true and accurate copy of a Resolution passed by the Township Committee of Colts Neck Township during a regular meeting held on the 10th day of April 2019.

\_\_\_\_\_  
Beth Kara, Municipal Clerk

<b>RECORD OF VOTE</b>						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Orgo						
Deputy Mayor Rizzuto						
Viola						
Macnow						
Bartolomeo						
M - Moved   S - Seconded   X - indicates vote   NV - Not Voting   Ab - Absent						

In Witness Whereof, I have hereunder set my hand and official seal of the municipality this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

**RESOLUTION 2019-71**

**AUTHORIZING REFUND OF TAX OVERPAYMENT**

BE IT RESOLVED by the Township Committee of Colts Neck Township, that upon the recommendation of the Tax Collector, a refund be made to the taxpayer shown due to an overpayment of 2019 taxes made by the mortgage company on behalf of the homeowner.

NOW, THEREFORE, BE IT RESOLVED that the Finance Officer is hereby authorized to issue a check to the mortgage company shown and charge 2019 taxes in the total amount of \$2,953.60.

<u>BLOCK</u>	<u>LOT</u>	<u>TAXPAYER</u>	<u>YEAR</u>	<u>TAX AMOUNT</u>
41.01	65	Katie A Allegro 1 Exeter Pass Colts Neck, NJ Refund to: <b>Corelogic</b>	2019	\$2,953.60

I, Beth Kara, do hereby certify the foregoing to be a true and accurate copy of a resolution passed by the Township Committee of the Township of Colts Neck during a regular meeting held on the 10<sup>th</sup> day of April 2019.

\_\_\_\_\_  
Beth Kara, Municipal Clerk

RECORD OF VOTE						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Orgo						
Deputy Mayor Rizzuto						
Viola						
Macnow						
Bartolomeo						

M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent

**RESOLUTION 2019-72**

**AUTHORIZING SALE OF MUNICIPAL PERSONAL PROPERTY  
THROUGH ON-LINE AUCTION**

**WHEREAS**, the Township Committee of Colts Neck Township has determined that certain personal property described and listed in "Schedule A" attached hereto is no longer needed for public purposes; and

**WHEREAS**, N.J.S.A. 40A:11-36 requires such personal property to be sold at public sale to the highest bidder; and

**WHEREAS**, said public sale can be conducted by an on-line auction after public advertisement of said surplus property pursuant to law.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of Colts Neck Township as follows:

1. That the surplus personal property listed in "Schedule A" attached hereto is declared surplus and no longer needed for public purposes.
2. That the Township Administrator is hereby authorized to execute a contract with GovDeals, 100 Capital Commerce Boulevard, Suite 110, Montgomery, Alabama 36117 to conduct an on-line auction of said surplus property.
3. That said on-line auction will commence on April 22, 2019 and close on May 17, 2019 at website <https://www.govdeals.com>.
4. That the Municipal Clerk is authorized to advertise said sale of surplus property pursuant to law.

**BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded to the following:

1. GovDeals;
2. John Antonides, Chief Financial Officer; and
3. Louis Bader, Public Works Director.

I, Beth Kara, do hereby certify the foregoing to be a true and accurate copy of a resolution passed by the Township Committee of Colts Neck Township during a regular meeting held on the 10<sup>th</sup> day of April 2019.

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Beth Kara, Municipal Clerk

<b>RECORD OF VOTE</b>						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Orgo						
Deputy Mayor Rizzuto						
Viola						
Macnow						
Bartolomeo						
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent						

## Attachment A

#717 2000 international 4900 VIN# 1HTSDAAR61H366714

#704 2002 FORD F-250 VIN#1FTNF21F42EA91007

#779 2003 BANDIT 250 VIN# 188878

#743 NEW FOUNDLAND TS100 VIN#112037B

SNAPON WHEEL BALANCER MODEL WB260 SER# S332-002745

FMC TIRE MACHINE 7600 SN-L11JF387

AAMCO BRAKE LATHE 99908

EAGER BEAVER ROLLER MODEL SRH150 SER# SRH84121W

**RESOLUTION 2019-73**

**EXECUTIVE SESSION**

WHEREAS, the Colts Neck Township Committee wishes to go into a closed Executive Session to discuss a subject which should not be discussed in public; and

WHEREAS, the exception to the Open Public Meetings Act which permits the Township Committee to discuss matters in private about property acquisition; and

NOW, THEREFORE, BE IT RESOLVED by the Colts Neck Township Committee that it go into an Executive Session to discuss property acquisition; and

BE IT FURTHER RESOLVED that the results of such discussion may be revealed at such time as the matter is resolved.

I, Beth Kara, do hereby certify the foregoing to be a true and accurate copy of a resolution passed by the Township Committee of Colts Neck Township during a regular meeting held on the 10th day of April 2019.

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Beth Kara, Municipal Clerk

<b>RECORD OF VOTE</b>						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Orgo						
Deputy Mayor Rizzuto						
Viola						
Macnow						
Bartolomeo						
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent						