

**COLTS NECK TOWNSHIP
TOWNSHIP COMMITTEE MEETING
MAY 27, 2020, 7:30 P.M.
TOWN HALL**

The meeting of the Colts Neck Township Committee was called to order at 7:30 p.m. by Mayor Rizzuto, followed by the Salute to the Flag. The following statement was read by Township Administrator, Kathleen Capristo: "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 19, 2019 stating that a regular meeting of the Colts Neck Township Committee would be held on May 27, 2020 at 7:30 p.m., Town Hall. A copy is on file in the office of the Township Clerk."

Administrator Capristo also read the following statement: Further, on May 22, 2020 notice was provided to the Asbury Park Press that in order to comply with Executive Order 104 from the Governor of the State of New Jersey, this meeting would be held virtually with log-in information and telephonic numbers for call-in being provided via the Township's website.

Roll call by Ms. Lindsey indicated the following:

Present: Mayor Frank Rizzuto, Deputy Mayor Michael Viola; Committeeman J.P. Bartolomeo, Committeewoman Sue Fitzpatrick and Committeeman Tom Orgo

Also Present: Kathleen Capristo, Administrator, Trina Lindsey, Municipal Clerk and Meghan Ann Bennett, Township Counsel

Absent: None

1. APPROVAL OF MINUTES: MEETING OF MAY 13, 2020, REGULAR MEETING AND EXECUTIVE SESSION

Mayor Rizzuto called for comments. Hearing none, Mayor Rizzuto called for a motion to approve. On a motion by Committeeman Orgo, seconded by Committeeman Bartolomeo and a unanimous roll call vote, the minutes were approved.

RECORD OF VOTE						
Committeeman	M	S	Yes	No	NV	Ab
Rizzuto			X			
Viola			X			
Bartolomeo		S	X			
Fitzpatrick			X			
Orgo	M		X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent						

2. DISCUSSION:

- CIASULLI RESIDENCE

Administrator Capristo stated that Mr. Ciasulli came before the Governing Body in the past for approval to construct a pool, pool cabana and a patio within an easement on his property. Administrator Capristo explained that upon Township Engineer Glenn Gerken's inspection, it was found that a portion of the driveway encroaches in a special resource protection area which requires approval from the Governing Body.

AJ Garito, Engineer for Mr. Ciasulli further explained that there is an approximately 8 x 12 ft. area of the driveway that encroaches on the special resource protection area.

Administrator Capristo added that the Township Engineer has approved the small area of the driveway that encroaches on the special resource protection area.

After brief discussion, the Governing Body approved Mr. Ciasulli's request.

3. **RESOLUTION 2020-70:** AUTHORIZING THE MAYOR TO EXECUTE THE MONMOUTH COUNTY MUNICIPAL CORONAVIRUS RELIEF FUND PROGRAM REIMBURSEMENT AGREEMENT

Mayor Rizzuto called for comments. Administrator Capristo stated that this is a part of the CARES Act enacted by the President of the United States back in March. Administrator Capristo stated that Monmouth County received \$108,000,000. Administrator Capristo stated that Municipalities can submit COVID-19 expenses to be reimbursed through this reimbursement agreement. Hearing no further comments, Mayor Rizzuto called for a motion to approve. On a motion by Committeeman Bartolomeo, seconded by Deputy Mayor Viola and a unanimous roll call vote, the resolution was adopted.

RECORD OF VOTE					
Committeeman	M S	Yes	No	NV	Ab
Rizzuto		X			
Viola	S	X			
Bartolomeo	M	X			
Fitzpatrick		X			
Orgo		X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

4. **RESOLUTION 2020-71:** RESOLUTION DECLARING COLTS NECK TOWNSHIP A SECOND AMENDMENT LAWFUL GUN OWNER TOWNSHIP

Mayor Rizzuto stated that the Township received a lot of input from resident. Mayor Rizzuto stated that the Township has mirrored Monmouth County's adopting resolution in support of the Second Amendment.

Mayor Rizzuto read the resolution in full. Mayor Rizzuto called for comments. Hearing none, Mayor Rizzuto called for a motion to approve. On a motion by Committeeman Orgo, seconded by Committeewoman Fitzpatrick and a unanimous roll call vote, the resolution was adopted.

RECORD OF VOTE					
Committeeman	M S	Yes	No	NV	Ab
Rizzuto		X			
Viola		X			
Bartolomeo		X			
Fitzpatrick	S	X			
Orgo	M	X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

5. **RESOLUTION 2020-72:** RESOLUTION AUTHORIZING THE FILING OF A TWA (TREATMENT WORKS APPLICATION) PERMIT APPLICATION, NEW HOMINY HILL GOLF COURSE CLUBHOUSE SEPTIC SYSTEM

Mayor Rizzuto called for comments. Hearing none, Mayor Rizzuto called for a motion to approve. On a motion by Committeeman Bartolomeo, seconded by Committeewoman Fitzpatrick and a unanimous roll call vote, the resolution was adopted.

RECORD OF VOTE					
Committeeman	M S	Yes	No	NV	Ab
Rizzuto		X			
Viola		X			
Bartolomeo	M	X			
Fitzpatrick	S	X			
Orgo		X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

6. **RESOLUTION 2020-73:** AUTHORIZING AWARD OF CONTRACT FY 2019 CAPITAL ROAD IMPROVEMENT PROJECT (BUCKS MILL ROAD, FREEMONT LANE, BLUEBELL ROAD)

Mayor Rizzuto called for comments. Township Attorney, Meghan Bennett stated that she reviewed the bid package for the lowest responsible bidder and found all to be in order. Hearing no further comments, Mayor Rizzuto called for a motion to approve. On a motion by Committeeman Bartolomeo, seconded by Committeeman Orgo and a unanimous roll call vote, the resolution was adopted.

RECORD OF VOTE					
Committeeman	M S	Yes	No	NV	Ab
Rizzuto		X			
Viola		X			
Bartolomeo	M	X			
Fitzpatrick		X			
Orgo	S	X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

7. **RESOLUTION 2020-76:** RESOLUTION AUTHORIZING THE MAYOR AND MUNICIPAL CLERK TO EXECUTE THE FY 2021-2023 AGREEMENT WITH MONMOUTH COUNTY FOR COOPERATIVE PARTICIPATION IN THE COMMUNITY DEVELOPMENT PROGRAM PURSUANT TO THE INTERLOCAL SERVICES ACT

Mayor Rizzuto called for comments. Administrator Capristo stated that this agreement is through the Community Development Block Grant which authorizes Colts Neck Township to participate in the program. Administrator Capristo stated that typically Colts Neck Township is not eligible to receive any funds from the Community Development Block Grant, however, with affordable housing development in the future, the Township may be able to participate. Administrator Capristo explained that there is no guarantee that Colts Neck will be eligible, but this resolution authorizes the Township to participate in the agreement should we become eligible. Hearing no further comments, Mayor Rizzuto called for a motion to approve. On a motion by Deputy Mayor Viola, seconded by Committeeman Bartolomeo, and a unanimous roll call vote, the resolution was adopted.

RECORD OF VOTE					
Committeeman	M S	Yes	No	NV	Ab
Rizzuto		X			
Viola	M	X			
Bartolomeo	S	X			
Fitzpatrick		X			
Orgo		X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

8. **ORDINANCE 2020-12:** AN ORDINANCE OF COLTS NECK TOWNSHIP IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY, AMENDING ORDINANCE 2019-8 AN ORDINANCE SETTING THE SALARY AND WAGE RANGES FOR TOWNSHIP EMPLOYEES AND ORDINANCE 2019-5 SALARY ORDINANCE FOR COLTS NECK TOWNSHIP (COLLECTIVE BARGAINING UNIT CONTRACTS)

Mayor Rizzuto read the ordinance by title for first reading/introduction. Mayor Rizzuto called for comments. Administrator Capristo stated that this ordinance is in connection with the 2020 Municipal Budget. Administrator Capristo stated that the minimum and maximum salary range needs to be amended for some positions. Hearing no further comments, Mayor Rizzuto called for a motion to approve. On a motion by Committeeman Orgo, seconded by Deputy Mayor Viola and a unanimous roll call vote, the ordinance was approved for first reading/introduction. Mayor Rizzuto announced that the second reading/public hearing is scheduled for June 10, 2020.

RECORD OF VOTE					
Committeeman	M S	Yes	No	NV	Ab
Rizzuto		X			
Viola	S	X			
Bartolomeo		X			
Fitzpatrick		X			
Orgo	M	X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

9. **MOTION TO APPROVE VOUCHERS:**

Deputy Mayor Viola stated he reviewed all the vouchers and invoices and found all to be in order. Deputy Mayor Viola stated that he moves the amount of \$79,264.18. Mayor Rizzuto called for a motion to approve.

On a motion by Deputy Mayor Viola, seconded by Committeeman Orgo and a unanimous roll call vote, the vouchers were approved.

Mayor Rizzuto recuses from any vouchers for the Colts Neck Fire Department. Committeeman Orgo recuses from any vouchers for Pine Tree Landscaping, Best Horticultural Services and Sakoutis Brothers Disposal, Inc

RECORD OF VOTE					
Committeeman	M S	Yes	No	NV	Ab
Rizzuto		X			
Viola	M	X			
Bartolomeo		X			
Fitzpatrick		X			
Orgo	S	X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

10. **MOTION TO ADOPT A CONSENT AGENDA:**

***RESOLUTION 2020-74:** AUTHORIZING REFUND OF TAX OVERPAYMENTS FOR 2019

***RESOLUTION 2020-75:** AUTHORIZING ACCEPTANCE OF AN ESCROW INSPECTION FEE FOR BLOCK 7.30, LOT 6.02, 7 HOMELANDS DRIVE

Mayor Rizzuto called for a motion to approve. On a motion by Committeeman Bartolomeo, seconded by Deputy Mayor Viola and a unanimous roll call vote, the consent agenda was approved.

RECORD OF VOTE						
Committeeman	M	S	Yes	No	NV	Ab
Rizzuto			X			
Viola		S	X			
Bartolomeo	M		X			
Fitzpatrick			X			
Orgo			X			
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent						

11. ADMINISTRATOR'S REPORT:

Administrator Capristo stated that she had no report at this time.

12. TOWNSHIP COMMITTEE REPORTS:

COMMITTEEWOMAN FITZPATRICK

- Committeewoman Fitzpatrick reported that several boards and commissions will have Zoom meetings in June, such as, the Environmental Commission, Shade Tree Commission and Architectural Review Committee.
- Committeewoman Fitzpatrick stated that seedlings from the Department of Forestry are being picked up on Friday, May 29th. Committeewoman Fitzpatrick stated that the Shade Tree Commission is looking to have residents do a drive-thru for distribution of the seedlings; they will be distributed five seedlings per person.
- Committeewoman Fitzpatrick stated that the Ash trees that line Heritage Drive are to have the emerald ash borer treatment soon.
- Committeewoman Fitzpatrick stated that Colts Neck Township is at 76 positive COVID-19 cases. Committeewoman Fitzpatrick stated that PNC is still open for testing with or without systems on Monday's and Wednesday's at 8:00am for the general public and on Saturday's from Health Care workers and First Responders.
- Committeewoman Fitzpatrick stated that the Memorial Day drive-thru was well received and appreciated by many. Committeewoman Fitzpatrick stated that the first responders were well represented and thanked the Colts Neck Police Department, Colts Neck Fire Department, Colts Neck First Aid Squad and the Colts Neck Fire Police. Committeewoman Fitzpatrick also thanked Public Works Foreman, Kenny Olson, for his help putting up the bunting as well as taking all the decorations down after Memorial Day.
- Committeewoman Fitzpatrick stated that she received a nice letter from the Executive Director of Lunch Break thanking Colts Neck Township for the 1,550 pounds of food donated to Lunch Break from the food drive.
- Committeewoman Fitzpatrick stated that Senator Gopal has formed a Regional Economic Recovery Task Force which she was asked to participate in as an Elected Official and small business owner. Committeewoman Fitzpatrick stated that she is committed along with her fellow committeemen to helping our business community succeed.

COMMITTEEMAN BARTOLOMEO

- Committeeman Bartolomeo stated that the Memorial Day drive-thru was a great event and thanked all who participated.
- Committeeman Bartolomeo stated that Recreation has made the very difficult decision to cancel summer camp programs this year due to the Coronavirus pandemic and the safety of the children and staff members. Committeeman Bartolomeo stated that Monmouth County will be holding their summer camp program.
- Committeeman Bartolomeo stated that one of the old, overgrown walking trails has now been opened and is located from Cedar Drive to Bucks Mill. Committeeman Bartolomeo stated that the next trail to be reopened will be located on Schlesinger. Committeeman Bartolomeo stated that markings and staking the reopened trails will come further down the road.

- Committeeman Bartolomeo stated that Baseball and Lacrosse have been cancelled. Committeeman Bartolomeo stated that the multi-purpose field remains closed with no organized play allowed.
- Committeeman Bartolomeo thanked Public Works Foreman, Kenny Olson and the rest of the Public Works team for their excellent work in moving the Police Department to their temporary location as well as for brush pick up throughout the township.

COMITTEEMAN ORGO

- Committeeman Orgo stated that the Public Works Department is doing a great job with brush pick up. Committeeman Orgo stated that as of Friday there will be no remaining brush pick up until September.
- Committeeman Orgo stated that the Memorial Day drive-thru was a great event and thanked all who participated and organized the event.

DEPUTY MAYOR VIOLA

- Deputy Mayor Viola thanked all who participated and organized the Memorial Day drive-thru stating that it was executed flawlessly, and it was great to see some families go around more than once.
- Deputy Mayor Viola stated that he Fairness Hearing for Affordable Housing is scheduled for June 23, 2020.
- Deputy Mayor Viola stated that he has attended several White House COVID-19 teleconference calls. Deputy Mayor stated reminded everyone that isolation can greatly affect those with substance abuse problems and urged everyone to keep those suffering with substance abuse in mind.
- Deputy Mayor Viola stated that there is a COVID-19 scam going on where people are contacted by a scammer stating that they need to release their social security number in response to being in contact with someone who has tested positive for COVID-19. Deputy Mayor Viola urged everyone to be aware of these scams.

MAYOR RIZZUTO

- Mayor Rizzuto thanked Deputy Mayor Viola for representing the township on various teleconference calls.
- Mayor Rizzuto thanked all who participated and helped organize the Memorial Day drive thru.
- Mayor Rizzuto stated that the Police Department has been relocated to their temporary location in the First Aid Squad building. Mayor Rizzuto stated that remediation is the next move for the current Police building.
- Mayor Rizzuto thanked the Colts Neck Health Officer, Tom Frank, who has been working around the clock during this pandemic.

13. COMMENTS FROM THE PUBLIC:

Mayor Rizzuto called for a motion to open public comment. On a motion by Committeeman Bartolomeo, seconded by Deputy Mayor Viola and unanimous voice vote, public comment was opened.

Administrator Capristo stated that attendees who have joined the meeting via a device such as a computer or tablet can “raise their hand” using the raise hand feature if they wish to speak, while those who have joined the meeting via telephone can dial *9 to raise their hand.

Jenny Liggio, resident, asked what the township could do to help protect children riding their bicycles. Ms. Liggio stated that drivers need to be reminded to slow down throughout the town.

Kevin O’Connor, resident, reported that the Board of Education met last week. Mr. O’Connor reported that the Board of Education created a special ad hoc committee that will concentrate on reopening school in the fall. Mr. O’Connor stated that all summer programs will be done virtually. Mr. O’Connor stated that as of now there will be a

virtual graduation for the eighth graders, and it is still to be determined whether an in-person graduation will take place in July.

Donna Otten, resident, asked if there will be a new date for Clean Up Day. Ms. Otten stated that several residents had to pay out of pocket expenses to get rid of their belongings at Mazza Recycling. Ms. Otten also inquired if New Street could have speed bumps installed during paving.

Allan Ryan, resident, stated that the Memorial Day drive-thru was a great event and thanked all who were involved.

Fulton Wilcox, resident, asked if the temporary location that the Police Department has moved to is essentially complete. Mr. Wilcox noted that he continuously sees new bills in relation to the Police Department relocating to a temporary space. Mr. Wilcox asked what happened to the lake at Bucks Mills Park stating that no notice was given that there is anything substantial going in.

Steven Maguire, resident, asked how much the mortgage will be on the new municipal building. Mr. Maguire also stated that there is an abundance of cardboard on Clover Hill Road right before Vanderbuilt and asked if the Public Works Department could pick the cardboard up.

With no further comments and/or questions from the public. Mayor Rizzuto called for a motion to close public comment. On a motion by Committeeman Bartolomeo, seconded by Deputy Mayor Viola and a unanimous voice vote, public comment was closed.

14. DISCUSSION OF PUBLIC COMMENTS:

Committeeman Bartolomeo responded to Jenny Liggio's concern regarding signage around the town urging drivers to slow down. Committeeman Bartolomeo stated that he would love to come up with some ideas for possible signs reminding drivers to slow down as there are children at play. Township Attorney, Meghan Bennett stated that if the Township considers adding signage on streets, the Township Engineer will need to be involved as some signage can be a distraction to drivers. Deputy Mayor Viola suggested possibly using the electronic sign board displaying a message urging drivers to slow down and move the electronic sign board to various locations throughout the town.

Mayor Rizzuto responded to Donna Otten's comment regarding Clean Up Day. Mayor Rizzuto stated that Clean Up Day was cancelled due to the Coronavirus pandemic and concerns with social distancing. Mayor Rizzuto stated the cancellation of this event was advertised on the township website, and there will not be a rescheduled date this year.

Meghan Bennett, Township Attorney addressed Ms. Otten's comment to add speed bumps on New Street. Ms. Bennett stated that a study would need to be performed as speed bumps have proven to be problematic with snow plowing, as well as residents requesting the speed bumps to be removed because of the noise they create. Mayor Rizzuto added that if speed bumps were considered for New Street, they would need to be approved by the New Jersey Department of Transportation (NJDOT). Committeeman Orgo added that he is working on having the corner of New Street cut back on New Street and Heyer's Mill Road so that motorists do not have to pull out so far prior to turning.

Mayor Rizzuto responded to Fulton Wilcox regarding the Police Department stating that the Police are up and running in their new temporary location. Mayor Rizzuto stated that although the timeline for the new municipal building was delayed due to the pandemic, things are moving ahead for the new municipal building.

Kathleen Capristo, Administrator addressed Mr. Wilcox's comment regarding the lake at Bucks Mill, stating that she and the Department of Public Works in the last 48 hours

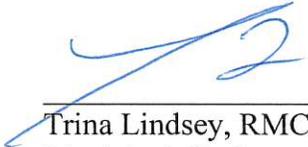
discovered that the back pond was quite low and one of the mechanisms has failed. Administrator Capristo stated they are working on how this can be addressed.

Deputy Mayor Viola responded to Mr. Wilcox's comment regarding seeing new bills for the police department relocation. Deputy Mayor Viola explained that there is always a lag in the time when a contractor completes a job, submits the invoice and the invoice and voucher are approved for payment by the Township Committee.

Mayor Rizzuto responded to Steve Maguire's question regarding a mortgage on the new municipal building. Mayor Rizzuto stated that there will not be a mortgage on the new municipal building, rather bonds. Mayor Rizzuto welcomed Mr. Maguire to reach out to Deputy Mayor Viola or Administrator Capristo who would be happy to review with him the process of securing bonds.

Mayor Rizzuto responded to Mr. Maguire's comment regarding cardboard on Clover Hill Road stating that this would be passed along to the Public Works Department for investigation and urged residents to utilize the Report A Concern feature on the township website.

15. **MOTION TO ADJOURN:** As there was no further business, Mayor Rizzuto called for a motion to adjourn. On a motion by Committeeman Bartolomeo, seconded by Committeeman Orgo and a unanimous voice vote, the meeting adjourned at 8:37 p.m.



Trina Lindsey, RMC
Municipal Clerk

APPROVED: 06/10/20