

**Workshop**  
**\*\* MINUTES \*\***

**May 26, 2021**

**6:30 P.M.**

**Work Session of the Mayor and Council of the Borough of Englishtown, 15 Main Street, Englishtown, New Jersey 07726.**

1. Meeting Called to Order and Roll Call  
The meeting was called to order by Mayor Reynolds at 6:30 P.M.  
  
Roll Call: Present: C/Francisco, C/Krawiec (via telephone), C/Mann,  
C/Marter, C/Robilotti, C/Wojyn and Mayor Reynolds  
Absent: None  
  
Also Present Borough Attorney Joseph Youssouf, Deputy Municipal  
Clerk /CFO Laurie Finger, 2<sup>nd</sup> Deputy Municipal Clerk  
Gretchen McCarthy, CFO Sylvia Eryan- Haliweh
2. Discussion Items:
  - A. Lake Weamaconk Dam  
Mayor Reynolds explained the 50/50 partnership with Monmouth County for the cost of a proposal for dam repairs. A preliminary study has been completed and a more in-depth study will be done in the fall, after approval is received to lower the lake. There will probably be no new information until this is accomplished. The N.J.D.E.P. has made all dam holders responsible for repairs and the extent of the repairs must be known in order to arrive at a cost for them.
  - B. Solid Waste Collection Contract – expiring 12/31/2021  
Mayor Reynolds informed Council that the Borough will need to go out to bid for solid waste collection as the current contract is expiring at the end of this year. Mayor Reynolds also noted that Manalapan recently underwent the bid process for solid waste and received very high bids so Council should be prepared to receive similarly high bids. Current costs were discussed. Bid specifications will be prepared to go out to bid in either July or August. Laurie Finger mentioned that the specifications will need to be gone over for accuracy of what properties will receive collection services.
  - C. Master Plan Re-Examination  
Mayor Reynolds indicated that a proposal has been received from the Borough Engineer for the Master Plan Re-examination that is due by the end of this year. The proposal was \$12,500 for preparing the report, plus \$1,700 for meetings and hourly rate for other matters. Laurie Finger pointed out that a special emergency ordinance will need to be prepared for the financing of this project. This will be done for introduction at the July Council meeting.

Additionally, Mayor Reynolds informed Council that the Borough had a surprise inspection performed by the MCJIF and there were a few items noted. One was the fill under the swings at the playground in the park and the other was outdated fire extinguishers, which were only a few days overdue. All matters have been addressed and a report back to the MCJIF will notify them of this.

3. Adjournment

There being no further business a motion to adjourn the workshop was offered by C/Robilotti, Seconded by C/Krawiec, with all Council members in favor. Time of adjournment 6:45pm.

**Regular Meeting of the Mayor and Council of the Borough of Englishtown, 15 Main Street, Englishtown, New Jersey 07726.**

1. Meeting Called to Order and Roll Call

The meeting was called to order by Mayor Reynolds at 6:48 P.M.

Roll Call: Present: C/Francisco, C/Krawiec (via telephone), C/Mann, C/Marter, C/Robilotti, C/Wojyn and Mayor Reynolds

Absent: None

Also Present Borough Attorney Joseph Youssouf, Deputy Municipal Clerk /CFO Laurie Finger, 2<sup>nd</sup> Deputy Municipal Clerk Gretchen McCarthy, CFO Sylvia Eryan- Haliweh

2. Statement of Compliance with Sunshine Law

Mayor Reynolds announced that pursuant to N.J.S.A. 10 4-6 notification of this meeting has been (1) Published in the Asbury Park Press and the News Transcript the Official Newspapers of the Borough, (2) Posted to the Public at Borough Hall, (3) Copy has been filed with the Municipal Clerk, (4) Copy of this agenda and the Sunshine Statement has been filed with the Mayor and Council. This this meeting tonight is deemed in compliance with the Open Public Meetings Act.

3. A Moment of Silence and Salute to the Flag were led by Mayor Reynolds

4. Approval of Minutes

April 28, 2021 Meeting

Councilmember Francisco asked that the minutes of April 28, 2021 be amended to reflect that he is not in agreement with banning the sale of cannabis in the Borough.

The corrected minutes of April 28, 2021 meeting minutes were approved on motion by C/Robilotti and seconded by C/ Francisco.

Roll Call: Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
Nays: None

Abstain: None  
Absent: None

May 10, 2021 Special Meeting

There being no corrections, deletions or additions, a motion to approve the May 10, 2021 Special Meeting minutes was made by C/Robilotti, seconded by C/ Mann

Roll Call: Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
Nays: None  
Abstain: None  
Absent: None

5. Committee Reports

Councilmembers Krawiec and Marter had no reports.

Councilmember Mann, Public Buildings & Grounds, reported that the flower beds have been mulched.

Councilmember Robilotti, Administration, Finance and Personnel, reported that there was no planning board meeting this month and the Borough has hired a violations clerk pending her background check. Vincent has returned at DPW, so staffing is now back to three men.

Councilmember Francisco, Code Enforcement, Public Health, Welfare & Public Events, remarked about an incident at apartments on Lasatta Avenue.

Councilmember Wojyn, Public Safety, reported that the Borough phone lines have been out for two days and Verizon is going to be contacted to be our sole carrier due to this matter. Also, a drastic need exists for poll-workers to work the primary election. Mr. Wojyn also reported on the 100<sup>th</sup> birthday celebration of Jack Sarnoff, a World War II veteran living at Brandywine. Mayor Reynolds read the below proclamation that was issued for said occasion:

***PROCLAMATION***

**WHEREAS**, Jack Irving Sarnoff was born on May 3, 1921, was the first-born son of three to Louis and Molly Sarnoff of Brooklyn, New York and remained a resident there 2015 when became a resident of Englishtown, NJ at Brandywine Living at Governor's Crossing with our thanks and appreciation to Great-niece Laurie Leventhal Fein; and

**WHEREAS**, Jack Irving Sarnoff enlisted in the United States Army on June 14, 1943, and served with honor until and received the American Service Medal, Good Conduct Medal, World War II Victory Medal, until his discharge from 9201 Technical Service Unit based at Brooklyn, NY on March 4, 1946; and

**WHEREAS**, Jack Irving Sarnoff married his long-time sweetheart Sylvia Friedenreich in June of 1966 where the couple traveled across the United States and the world and shared gifts and stories with family and friends and where they remained married until Sylvia's passing in 1995; and

**WHEREAS**, Jack Irving and Sylvia Sarnoff did not have children of their own, they loved being surrounded by a loving family of nieces, nephews, great nieces, and great nephews who all lovingly call him “UJ” (Uncle Jackie); and

**WHEREAS**, Jack Irving Sarnoff made a career in the luggage and leather services business with Sylvia’s brother until they both retired; and

**WHEREAS**, Jack Irving Sarnoff is avid sports fan of the Brooklyn Dodgers, Mets, Jets and boxing, and love reading and discussing world events with his friends and family; and

**WHEREAS**, Jack Irving Sarnoff now shares his 100<sup>th</sup> birthday with his friends and caretakers at Brandywine who also lovingly call him UJ and Uncle Jackie;

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Englishtown, that in celebration of his 100<sup>th</sup> Birthday we recognize, honor and pay tribute to the amazing achievements of Jack Irving Sarnoff, and we hereby proclaim May 1, 2021, Jack Irving Sarnoff Day in the Borough of Englishtown.

6. Correspondence

The following correspondence was noted as having been received.

- Letter from the Township of Berkley commending Fulfill Food Bank of Monmouth & Ocean Counties
- Monmouth County Board of County Commissioners Resolution opposing Senate & Assembly Forest Stewardship Plan Bills
- Monmouth County Board of County Commissioners Resolution Opposing In-Person early voting
- NJDEP Letter of Green Acres Compliance Inspection – Sanford Memorial Park found to be clean, well-maintained & in compliance with Green Acres rules and regulations
- Pre-Construction meeting minutes for Hamilton Street & Heritage Drive Improvement Project.
- Mayor & Council received on May 5th, from the CFO, the April 2021 Budget Report
- Meeting Notice for June 1, June 8, and June 22, 2021 from Manalapan Englishtown Regional School District
- A reminder to please submit your council reports to the Clerk

7. Public Hearing-Comments: 2021 Municipal Budget

Motion was made by C/Robilotti, seconded by C/Mann on the following roll call vote to open to public comment on the 2021 Municipal Budget.

Roll Call:       Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
                      Nays: None  
                      Abstain: None  
                      Absent: None

No members of the public wished to be heard on the 2021 Municipal Budget.

Motion was made by C/Robilotti, seconded by C/Mann on the following roll call vote to close to public comment on the 2021 Municipal Budget.

Roll Call:       Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
                  Nays: None  
                  Abstain: None  
                  Absent: None

Mayor Reynolds reviewed aloud the adopting resolution for the budget, explaining that this budget will bring about a one- and three-quarter cent increase to the municipal tax rate. The amount due the Borough in federal stimulus funds was discussed as well as how these funds could be used to reimburse for revenue loss and cover the costs of preparing for a “covid free” environment. The funds cannot be used to lower taxes or for debt service. A resolution will be prepared to insert the funds in the budget once the amount is received from the State of New Jersey, who is distributing the federal funds to smaller municipalities.

8.     Open Public Portion/Limited to Agenda Items Only  
       Limited to Five (5) Minutes per citizen to be determined at Borough Council’s discretion. Any and all situations regarding Borough Personnel, when names are implied or mentioned, are to be brought to the full attention of the Council through an appointment and subsequent disclosure through the Personnel Committee.

Motion was made by C/Robilotti, seconded by C/Mann approved on the following roll call vote to open to public comment:

Roll Call:       Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
                  Nays: None  
                  Abstain: None  
                  Absent: None

Police Chief Cooke requested that Resolution 2021-103 be tabled in order to allow him time to review the proposed contract.

There being no further comments, motion was made by C/Robilotti, seconded by C/Marter approved on the following roll call vote to close to public comment.

Roll Call:       Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
                  Nays: None  
                  Abstain: None  
                  Absent: None

9.     Old Business:

**ORDINANCE NO. 2021-03**

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS  
AND TO ESTABLISH A CAP BANK  
(N.J.S.A. 40A: 4-45.14)**

**WHEREAS**, the Local Government Cap Law, N.J.S.A. 40A:4-45.1, et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 1% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

**WHEREAS**, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

**WHEREAS**, the Mayor and Council of the Borough of Englishtown in the County of Monmouth find it advisable and necessary to increase its CY 2021 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

**WHEREAS**, the Mayor and Council hereby determine that a 2.5% increase in the budget for said year, amounting to \$50,636.50 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

**WHEREAS**, the Mayor and Council hereby determine that any amount authorized hereinabove that is not appropriated, as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW, THEREFORE BE IT ORDAINED**, by the Mayor and Council of the Borough of Englishtown, in the County of Monmouth, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2021 budget year, the final appropriations of the Borough of Englishtown shall, in accordance with this ordinance and N.J.S.A. 40A:4-45.14, be increased by 3.5%, amounting to \$70,891.10 and that the CY 2021 municipal budget for the Borough of Englishtown be approved and adopted in accordance with this ordinance; and,

**BE IT FURTHER ORDAINED** that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this Ordinance as introduced be filed with the Director of the Division of Local Government Services within five (5) days of introduction; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this Ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within five (5) days after such adoption.

This ordinance amendment shall take effect upon final passage and after publication as required by law.

Motion was made by C/Robilotti, seconded by C/Francisco approved on the following roll call vote to open to public comment on Ordinance 2021-03

Roll Call: Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
Nays: None  
Abstain: None  
Absent: None

No members of the public wished to be heard on Ordinance 2021-03.

Motion was made by C/Mann, seconded by C/Robilotti approved on the following roll call vote to close to public comment on the 2021-03

Roll Call: Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
Nays: None  
Abstain: None  
Absent: None

Motion was made by C/Krawiec, seconded by C/Mann and approved on the following roll call vote for adoption of Ordinance 2021-03, entitled, “Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40a: 4-45.14)”.

Roll Call: Ayes: C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
Nays: None  
Abstain: C/Francisco  
Absent: None

10. New Business:

- A. Ordinance No. 2021-04 – Introduction  
Ordinance by the Borough of Englishtown in Monmouth County,  
New Jersey Prohibiting the Operation of Any Class of Cannabis Businesses  
within its Geographical Boundaries and Amending the Code of the Borough of  
Englishtown

Borough Attorney Youssef explained that a sample ordinance was forwarded to him, and he has edited it to put it in the framework of Borough ordinances. Correspondence on this matter was also received from both the N.J. League of Municipalities and from the Municipal Excess Liability Joint Insurance Fund and gave brief overview of said correspondences. Attorney Youssef explained that should a municipality not opt out of some or all of the described cannabis businesses by adopting an “opt-out” ordinance by August 21, 2021, it will be deemed to have opted in for a period of five years to allow such cannabis businesses in the Borough. Attorney Youssef fielded questions from Council on this matter. Should the Council wish to disallow cannabis businesses in the Borough now, it can allow them in the future by an amendment to the ordinance. However, if the borough were to do nothing, and a cannabis business did open in the Borough, the Borough could not shut them down once in operation. The various six marketplace classes of businesses were explained. Mayor Reynolds stated that this matter was discussed at the municipal alliance meeting in Manalapan and called the allowance of such businesses a potential nightmare. Councilmember Francisco noted that such an ordinance would ban cannabis businesses but not cannabis use. Attorney Youssef agreed that legislation has decriminalized marijuana use. A

cannabis business would need to be prohibited as a permitted use by a zoning ordinance amendment. Mayor Reynolds asked Council to assess the situation, and the matter will be placed on the June Council meeting agenda.

Motion was made by C/Mann, seconded by C/Robilotti approved on the following roll call vote to table introduction of Ordinance 2021-04 to the June 23, 2021 Council meeting.

Roll Call: Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
Nays: None  
Abstain: None  
Absent: None

**RESOLUTION NO. 2021-094**

**RESOLUTION OF THE BOROUGH OF ENGLISHTOWN  
TO EXECUTE A MEMORANDUM OF AGREEMENT  
WITH POLICEMEN’S BENEVOLENT ASSOCIATION LOCAL NO. 166**

**WHEREAS**, the labor contract between the Borough of Englishtown and Policemen’s Benevolent Association Local No. 166 (“PBA”) expired on December 31, 2019; and

**WHEREAS**, the Borough and PBA have been discussing a new agreement throughout the years 2020 and 2021; and

**WHEREAS**, the Borough have reached an agreement as set forth in the Memorandum of Agreement dated April 2021, executed by the PBA; and

**WHEREAS**, the Borough finds this agreement to be acceptable and is desirous of completing negotiations with the PBA in accordance with this agreement.

**NOW THEREFORE BE IT RESOLVED** that the Borough Council hereby authorizes the Mayor to execute the Memorandum of Agreement dated May 2021 setting forth the terms of the new labor agreement to be effective January 1, 2020 and in force through December 31, 2023; and

**BE IT FURTHER RESOLVED** that the Clerk’s Office is authorized to forward a copy of this Resolution to the Borough Attorney, Police Lieutenant and Borough Administrator.

Offered by: C/Mann

Seconded by: C/Wojyn

Roll Call: Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
Nays: None  
Abstain: None  
Absent: None

**RESOLUTION NO. 2021-095**

**AUTHORIZING AN INCREASE IN THE BID THRESHOLD**



**WHEREAS**, N.J.S.A. 40A:11-3 permits the Governor of the State of New Jersey, in consultation with the Department of Treasury to adjust the bid threshold every five years in direct proportion to the rise and fall of the index; and

**WHEREAS**, the Governor has increased the minimum bid threshold from \$40,000 to \$44,000 for entities subject to the Local Public Contracts Law whose purchasing agents possess a Qualified Purchasing Agent certificate awarded by the Division of Local Government Services effective July 1, 2020; and

**WHEREAS**, Borough Chief Financial Officer Sylvia Eryan-Hawileh possesses the designation of Qualified Purchasing Agent as issued by the State of New Jersey Director of the Division of Local Government Services.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Borough Council of the Borough of Englishtown, in the County Monmouth, State of New Jersey hereby increases its bid threshold to \$44,000 pursuant to N.J.S.A. 40A:11-3(a).

**BE IT FURTHER RESOLVED** pursuant to N.J.A.C. 5:34-5.2, the Borough Clerk is hereby directed to forward a certified copy of this resolution to the Director of the Division of Local Government Services.

Offered By: C/Robilotti

Seconded By: C/Mann

Roll Call: Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
Nays: None  
Abstain: None  
Absent: None

**RESOLUTION NO. 2021-096**

**ADOPTION OF 2021 MUNICIPAL BUDGET**

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that the Budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of \$1,662,350.82 to be raised for municipal purposes.

Summary of Revenues

1.	General Revenues	
	Surplus Anticipated	\$ 300,000.00
	Miscellaneous Revenues Anticipated	489,382.82
	Receipts From Delinquent Taxes	0.00
2.	Amount To Be Raised By Taxation	
	For Municipal Purposes	<u>1,794,227.18</u>

Total Revenues \$2,583,610.00

Summary Of Appropriations

3. General Appropriations:	
Within "Caps"	
Operations Including Contingent	\$1,902,325.00
Deferred Charges & Statutory	
Expenditures - Municipal	249,210.00
Excluded From "Caps"	
Operations - Total Operations Excluded	
From "Caps"	\$ 129,925.20
Capital Improvements	15,000.00
Municipal Debt Service	157,475.00
Deferred Charges – Municipal	10,000.00
Reserve For Uncollected Taxes	<u>119,674.80</u>
Total Appropriations	\$2,583,610.00

Offered by: C/Robilotti

Seconded by: C/Marter

Roll Call: Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
Nays: None  
Abstain: None  
Absent: None

**RESOLUTION NO. 2021-097**

**CONDITIONAL OFFER OF EMPLOYMENT FOR PUBLIC WORKS  
PART TIME LABORER VINCENT SANTORELLI**

**WHEREAS,** Vincent Santorelli of Manalapan, NJ recently left employment with the Borough of Englishtown as a part-time Public Works Laborer; and

**WHEREAS,** the vacancy caused by the resignation of Vincent Santorelli was not filled; and

**WHEREAS,** Vincent Santorelli has expressed interest in returning to his former position as part-time Public Works Laborer.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Englishtown that Vincent Santorelli is reinstated to the position of part-time Public Works Laborer at a rate of \$14.50 per hour, for 21 hours per week, effective retroactively to May 19, 2021.

Offered By: C/Mann

Seconded By: C/Marter

Roll Call: Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
Nays: None

Abstain: None  
Absent: None

**RESOLUTION NO. 2021-098**

**APPOINTMENT OF PART-TIME VIOLATIONS CLERK FOR THE ENGLISHTOWN  
MUNICIPAL COURT**

**WHEREAS**, there is a need to fill the position of part-time violations clerk within the Borough of Englishtown Municipal Court; and

**WHEREAS**, it is the recommendation of the Municipal Court Administrator and Council Chair Cindy Robilotti to appoint Jennifer Carasia of Tinton Falls, New Jersey to the position of part-time violations clerk of the Borough of Englishtown.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey as follows:

1. Jennifer Carasia is hereby appointed as part-time violations clerk for the Borough of Englishtown Municipal Court, pending the completion of background/security checks and shall be under the direction of the Municipal Court Administrator.
2. That said position shall be part-time, 25 hours per week, at an hourly rate of \$18.00 per hour, payable per the salary ordinance with a ninety (90) day probationary period. Court Attendance included in annual salary.
3. That should additional hours be required for department coverage / court and section 4.2 of the Personnel Policy will be adhered to regarding additional hours. These additional hours will be authorized by the Municipal Court Judge and Municipal Court Administrator, to cover vacation or court session's payable at the same hourly rate.

**BE IT FURTHER RESOLVED** that a certified true copy of this resolution be forwarded to the Borough's Chief Financial Officer, Municipal Court Administrator and Jennifer Carasia.

Offered By: C/Robilotti

Seconded By: C/Francisco

Roll Call: Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
Nays: None  
Abstain: None  
Absent: None

**RESOLUTION NO. 2021-099**

**AUTHORIZATION OF PURCHASES OVER \$2,625.00**

**WHEREAS**, the Borough of Englishtown Council requires that purchases and services over \$2,625.00 or more be pre-approved by the Governing Body except in the case of imminent emergency situation; and

**WHEREAS**, the following itemized request(s) were submitted to the Chief Financial Officer by the respective Committee Chairperson(s) for Council approval; and

**WHEREAS**, the Chief Financial Officer certifies that appropriate funds are available for the following:

Police Dept. – Body Cameras  
Services From: Axon Enterprise, Inc.  
17800N 85<sup>th</sup> Street  
Scottsdale, AZ 85255

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that the above request(s) is approved for the purchase or order.

Council member Mann questioned costs and services to be provided under this purchase. Police Chief Cooke gave reply and fielded further questions from Council.

Offered By: C/Mann

Seconded By: C/Robilotti

Roll Call: Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
Nays: None  
Abstain: None  
Absent: None

## **RESOLUTION NO. 2021-100**

### **RESOLUTION TO APPROVE SHARED SERVICES AGREEMENT WITH MONMOUTH COUNTY**

**WHEREAS**, the State of New Jersey has mandated the use of the MOD IV Property Assessment Computer System for all New Jersey Municipalities; and

**WHEREAS**, the Board of Chosen Freeholders of the County of Monmouth, in conjunction with the County Board of Taxation, is offering the County's MOD IV Property Assessment Computer System services to the municipalities; and

**WHEREAS**, A Shared Services Agreement has been proposed for this purpose, pursuant to N.J.S.A. 40A:65-1 et seq.; and

**WHEREAS**, it is in the best interest of the Borough of Englishtown to enter into such an Agreement; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Borough of Englishtown, County of Monmouth, State of New Jersey that the agreement entitled, “Agreement Between the County of Monmouth and the Borough of Englishtown for MODIV Property Assessment Computer Services”, a copy of which is attached hereto, be approved for the First of January, 2022 through December 31, 2031; and

**BE IT FURTHER RESOLVED**, that the Mayor and Clerk be and are hereby authorized and directed to execute the contract agreement.

Offered By: C/Mann

Seconded By: C/Robilotti

Roll Call: Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
Nays: None  
Abstain: None  
Absent: None

#### **RESOLUTION NO. 2021- 101**

#### **GRANTING VETERAN DEDUCTION**

**WHEREAS**, the Borough of Englishtown Tax Collector has reported the need to grant a veteran tax deduction; and

**WHEREAS**, the deduction is for John M. Whelan, 72A Main Street, Block 9, Lot 17, to be applied to taxes, in the amount of \$250.00.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that it hereby authorizes the above deduction.

**BE IT FURTHER RESOLVED** that a certified true copy of this Resolution be forwarded to the Borough Tax Collector and Chief Financial Officer.

Council member Mann inquired who covers the \$250.00 deduction. Laurie Finger replied that the State of New Jersey covers the cost for a regular veteran tax deduction, but the Borough does for a totally disabled veteran deduction.

Offered By: C/Francisco

Seconded By: C/Robilotti

Roll Call: Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
Nays: None  
Abstain: None  
Absent: None

**RESOLUTION NO. 2021-102**

**APPOINTMENT OF CLASS II  
SPECIAL LAW ENFORCEMENT OFFICER**

**WHEREAS**, there is a need to hire a Class II Special Law Enforcement Officer; and

**WHEREAS**, the Chief of Police has recommended Alexander Michael Pires of Hopelawn, N.J. for the position and have offered him a conditional offer of employment, Resolution No. 2021-074, on March 24, 2021; and

**WHEREAS**, the appointment was conditional upon Michael Pires passing a background investigation, psychological evaluation, physical examination, drug testing by urinalysis, firearms qualifications and understanding that the Borough of Englishtown will require reimbursement by Michael Pires to the Borough of Englishtown for any funds paid to any municipality or county if brought about in accordance with N.J.S.A. 40A:14-178, all of which have been met; and

**WHEREAS**, Michael Pires was sworn in by the Deputy Municipal Clerk on May 19, 2021, as a Class II Special Law Enforcement Officer for the Borough of Englishtown.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that Michael Pires is hereby appointed Class II Special Law Enforcement Officer for the Borough of Englishtown as follows:

1. Appointment is effective May 19, 2021.
2. Salary is effective May 19, 2021, in the amount of \$15.00 per hour, paid semi-monthly per the salary ordinance.
3. That said appointment is probationary for one year and said probation shall culminate on May 18, 2022.
4. That said appointment is for the remainder of this calendar year and subject to re-appointment annually.

**BE IT FURTHER RESOLVED**, that a certified true copy of this resolution be forwarded to the Chief of Police, Chief Financial Officer, the Police Training Commission, the Police Commission and Michael Pires.

Offered By: C/Mann

Seconded By: C/Marter

Roll Call: Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
Nays: None  
Abstain: None  
Absent: None

**RESOLUTION NO. 2021-103**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ENGLISHTOWN  
APPROVING CONTRACT OF CHIEF PETER COOKE OF THE ENGLISHTOWN POLICE  
DEPARTMENT**

**WHEREAS**, the maintenance of an orderly police administration is essential to the public welfare of the Borough of Englishtown; and

**WHEREAS**, in order to effectuate this, the Mayor and Council of the Borough of Englishtown, on December 17, 2018, adopted Resolution 2018-152, which appointed Peter S. Cooke, Jr. as the Chief of the Englishtown Police Department; and

**WHEREAS**, said Resolution 2018-152 also approved the employment contract of the Englishtown Chief of Police for the year 2019; and

**WHEREAS**, the Mayor and Council wish to enter into an employment contract with Chief Cooke for the year 2020.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Borough Council of the Borough of Englishtown, County of Monmouth, New Jersey, that the 2020 employment contract with Chief Peter S. Cooke, Jr. be and is hereby approved.

*MOTION TO TABLE TO JUNE 23, 2021, COUNCIL MEETING AGENDA*

Offered by: C/Francisco

Seconded by: C/Marter

Roll Call: Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti,  
C/Wojyn  
Nays: None  
Abstain: None  
Absent: None

**RESOLUTION NO. 2021-104**

**RESOLUTION OF THE BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY  
AUTHORIZING THE PAYMENT OF BOROUGH BILLS**

**WHEREAS**, the Mayor and Council have carefully examined all vouchers presented to the Borough for the payment of claims; and

**WHEREAS**, after due consideration of the said vouchers, the Mayor and Council have approved payment of same.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Englishtown, County of Monmouth, as follows:

1. The said approved vouchers amounting to the sum of \$746,016.84 are hereby authorized to be paid on May 26, 2021

2. The Borough Clerk is hereby directed to list on the page in the Minutes Book following the minutes of this meeting all of the said vouchers hereby authorized to be paid.

Offered By: C/Robilotti

Seconded By: C/Mann

Roll Call: Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
Nays: None  
Abstain: None  
Absent: None

11. Tax Collector's Reports:  
Dated April 2021 was read by Mayor Reynolds.

12. Public Portion

Limited to Five (5) Minutes per citizen to be determined at Borough Council's discretion. Any and all situations regarding Borough Personnel, when names are implied or mentioned, are to be brought to the full attention of the Council through an appointment and subsequent disclosure through the Personnel Committee.

Motion was made by C/Mann, seconded by C/Francisco and approved on the following roll call vote to open to public comment:

Roll Call: Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
Nays: None  
Abstain: None  
Absent: None

Rich Thompson, 79 New Beginnings, Manalapan, NJ, inquired about Ordinance 2021-02, that was tabled at the previous Council meeting in order to be amended.

Police Chief Cooke spoke regarding a meeting to be held with the County Engineer on road matters included in the ordinance.

Lauren Roth, 40 Tennent Avenue, stated that she is in opposition to allowing cannabis businesses in in the Borough and how such businesses will affect the Borough in areas of traffic, budget matters, parking, etc.

Kim Sabin, 22 Tennent Avenue, spoke regarding an online discussion regarding a cemetery on Lasatta Avenue and whether there has been any success in finding the owner of the property in order to have them provide upkeep to the property. Mayor Reynolds stated that the Borough has been trying to resolve the matter in order to get Veterans Affairs involved and perhaps take ownership. A title search will need to be performed.

There being no further comments, motion was made by C/Mann, seconded by C/Robilotti approved on the following roll call vote to close to public comment.



Roll Call: Ayes: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn  
Nays: None  
Abstain: None  
Absent: None

Adjournment

There being no further business a motion to adjourn was offered by C/Robilotti, seconded by C/Francisco with all Council members in favor.

7:55 P.M.

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Deputy Municipal Clerk