
HOLMDEL TOWNSHIP

OFFICE OF THE TOWNSHIP CLERK

TO: Mayor and Township Committee

FROM: Wendy Patrovich, Deputy Township Clerk

DATE: November 17, 2016

RE: **Agenda Items for the Meeting of November 22, 2016**

PLEASE NOTE: There will be a Closed Session beginning at 7:00 PM

Presentation

1. Christopher Trischitta to receive the Mayor's Volunteer Service Award.
2. The Green Team will report to the Committee about their recent activities.

Consent

3. The list of Bills Payable has been forwarded to you for review. The Resolution of Approval has been prepared.
4. The List of Purchases over \$3,500 is enclosed for your review.
5. An increase in price has brought the annual 2017 contract with Edmunds over the \$17,500.00 bid threshold. Edmunds & Associates have been providing goods and services for financial and licensing hardware/software and support for the past ten years. Therefore, it is recommended to approve the Resolution authorizing a contract to Edmunds & Associates for computer hardware/software maintenance and support personnel. A Resolution has been prepared.
6. The Township's current membership with The Mid Jersey Municipal Joint Insurance Fund expires January 1, 2016. It is recommended to renew the Membership for a three year term beginning January 1, 2017 and ending January 1, 2020. A Resolution has been prepared.

7. Bids were received for recycling collection for private residences and Township facilities. The recommendation is being made to award the contract to M&S Waste Services in the amount of \$174,409.20 for 2017. The bid allows for a one year contract with the option to renew for an additional two year terms subject to availability of funds. A Resolution has been prepared.

8. The Township owns Peterbilt equipment and trucks and at times it is necessary for the mechanic to have the equipment repaired by Peterbilt. Therefore, it is recommended that the Township renew the contract with Hunter Jersey Peterbilt for the ordering, receiving and repair of Peterbilt equipment parts at an hourly labor rate of \$93.00 and 20% of the manufactures list price for all parts. A resolution has been prepared.

9. Bids were received on November 1, 2016 for the recycling of white metal. Mazza & Sons Inc. were the sole bidder and the current vendor for this service. It is recommended that the contract be awarded to Mazza & Sons Inc. the Township shall receive revenue at the rate of \$0.35 per lb. A Resolution has been prepared.

10. The Engineer has inspected the site at Meridian Health Ventures (wound care) project and determined that all bondable improvements have been satisfactorily installed to date. The recommendation is that the Performance Bond be released subject to the acceptance of a Maintenance bond. A Resolution has been prepared.

11. Request has been made to return the unused escrow for a variance in the amount of \$65.00 to Yolanda Atzingen 57 Hawthorne. All professionals have been paid. A Resolution has been prepared.

12. Request has been made to refund a sewer overpayment to Zili Li, previous owner of 67 Laguna Hills Court Sewer Account # 2258135-0. A Resolution has been prepared.

13. Request has been made to refund the \$100.00 permit fee for Septic Permit #5569 to Johnny On the Spot. The homeowner decided not to proceed with the alteration of the septic system. A Resolution has been prepared.

14. Request has been made to refund property tax overpayment for 3rd quarter 2016 to Girija Ganit, owner of 86 Richmond Court South Block 52/Lot 19.02 in the amount of \$2,115.05. The taxes were paid by Ms. Ganti then by her Mortgage company. A Resolution has been prepared.

15. Recommendation to approve chapter 159 budget insertions: Body Armor 2016 in the amount of \$3,868.34. A Resolution has been prepared.

16. In Late Summer early fall the Code Enforcement Officer received complaints about 16 Telegraph Hill Road not being maintained. She contacted the property owner , the foreclosing bank and their attorney with no response. November 2, 2016 the public works department performed the work. It is recommended that a lien be placed on the property in the amount of \$538.54, the cost of the cleanup. A Resolution has been prepared.

17. A Resolution has been prepared by the Recreation Department to refund fees for miscellaneous activities.

18. It is recommended the Township Committee rescind the Resolution adopted on October 25, 2016 exercising the option to renew the Operation and Maintenance of the Sewer System. The option to renew this Contract was improvidently exercised. A resolution has been prepared.

19. Bids were received on November 3, 2016 for Lawn and Field Maintenance Services. It is recommended that the contract be awarded to Clintar Landscape Management Services in the amount of \$125,974.00 for one year with an option year. A Resolution has been prepared.

20. The Township applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Monmouth. It is recommended the Township Committee adopt the attached Resolution.

21. A Resolution has been prepared supporting the painting of a "Thin Blue Line" in support of Monmouth County Law Enforcement.

22. Due to the inclement weather during Harvest Fest a Resolution has been prepared refunding various vendors.

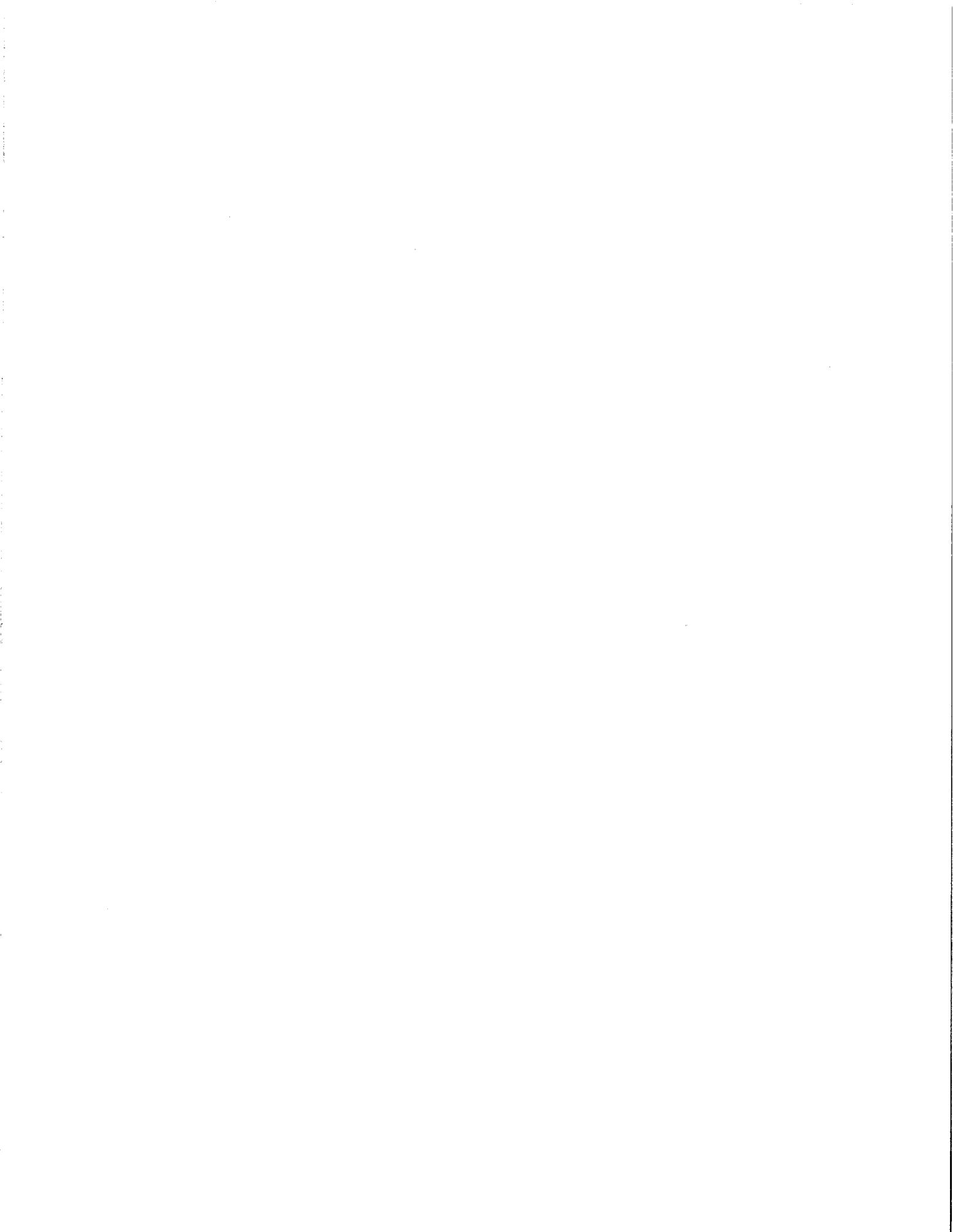
23. It is recommended the Township Committee exercise the option to renew the contract for janitorial services with First Community Development Corporation of New Jersey, Inc. in the amount of \$46,100.44 for 2017. A Resolution has been prepared.

Introduction of Ordinances

24. Ordinance 2016-14 authorizes the Mayor or Deputy Mayor and Township Clerk to execute the Library lease at Bell Works.

25. Set date for 2017 Reorganization meeting.

If you have questions or cannot attend the meeting please contact me at 732-946-2820



Holmdel Township

4 CRAWFORDS CORNER ROAD
HOLMDEL, NEW JERSEY 07733

Tel: 732-946-2820

Fax: 732-946-0116

HOLMDEL TOWNSHIP COMMITTEE REGULAR MEETING

November 22, 2016

7:00 PM Executive Session

7:30 PM Open Session

Date

Time

Call meeting to order.

Statement to be read by Mayor:

I hereby announce that pursuant to Section 5 of the Open Public Meetings Act that adequate notice of this meeting has been provided in the notice which was sent to the Asbury Park Press, the Independent, and the Two River Times and posted on the bulletin board in Township Hall and filed in the Township Clerk's Office on January 9, 2016.

Roll Call:

	Present	Absent
Eric Hinds, Mayor	_____	_____
Gregory Buontempo, Deputy Mayor	_____	_____
Patrick Imprevuduto, Committeeman	_____	_____
Thomas Critelli, Committeeman	_____	_____
Michael Nikolis, Committeeman	_____	_____

Also Present:

E.G. Broberg, Engineer	_____	_____
Robert F. Munoz, Attorney	_____	_____
Donna Vieiro, Township Administrator	_____	_____
Jeanette Larrison, Chief Financial Officer	_____	_____
Maureen Doloughy, Township Clerk	_____	_____
Wendy Patrovich, Deputy Township Clerk	_____	_____

Pledge of Allegiance and Moment of Silent Prayer

The Township Committee may adjust the order of the Agenda Items at their discretion

Township Committee Meeting – November 22, 2016

**Resolution to Close Meeting – Action May be Taken in Public After
Adjournment**

Chief Financial Officer

Clerk

Presentation

1. Mayors Volunteer Service Award.
2. Green Team Presentation

Consent Agenda

3. Approve Bills Payable
4. Approve Purchases over \$3,500
5. Adopt Resolution Authorizing 2017 contract Edmunds & Associates
6. Adopt Resolution to renew Mid Jersey Joint Insurance contract for a 3 Year term.
7. Adopt Resolution to award contract to M&S Waste Services for recycling collection.
8. Adopt Resolution renewing contract with Hunter Jersey Peterbilt.
9. Adopt Resolution awarding contract Mazza & Sons Inc. for White Metal Recycling
10. Adopt Resolution releasing performance bond to Meridian Health Ventures (wound care) project.
11. Adopt Resolution returning unused escrow for a Zoning Board Variance.
12. Adopt Resolution refunding sewer overpayment.
13. Adopt Resolution refunding permit fee for septic permit.
14. Adopt Resolution to refund overpayment of property tax.
15. Adopt Resolution to approve Chapter 159 Budget Insertions.

Township Committee Meeting – November 22, 2016

16. Adopt Resolution Authorizing Botanical Cleanup Lien in the amount of \$538.54 16 Telegraph Hill Road.
17. Adopt Resolution Returning Recreation Fees.
18. Rescind Resolution Adopted on October 25, 2016 exercising the option to renew the contract of the Operation and Maintenance of the Sewer System.
19. Adopt Resolution Awarding Contract Clintar Landscape Management Service.
20. Adopt Resolution funding the Governor's Council on Alcoholism and Drug Abuse through the County of Monmouth.
21. Adopt Resolution Supporting Thin Blue Line.
22. Adopt Resolution refunding vendors from Harvest Fest cancelation
23. It is recommended the Township Committee exercise the option to renew the contract for janitorial services with the First Community Development Corporation of New Jersey, Inc in the amount of \$46,100.44 for 2017. A Resolution has been prepared.

Introduction of Ordinances

24. AN ORDINANCE AUTHORIZING EXECUTION OF LIBRARY LEASE.
ORD. NO.2016-14

Motion to adopt on first reading, set public hearing for December 13, 2016 and publish in the Asbury Park Press

Departments

Administrator

25. Set date for 2017 Reorganization Meeting.

Professionals

Attorney

Engineer

Township Committee Meeting – November 22, 2016

Boards/Committees

Business From the Committee

Public Portion – Agenda and Non-Agenda Items

Adjournment

BILLS PAYABLE RESOLUTION

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the claims listed below on the Schedule of Bills Payable on November 22, 2016 be and the same hereby are approved and the Chief Financial Officer is authorized to pay said claims.

FUND DISTRIBUTION	5-01	CURRENT FUND	\$ 2,027.42
FUND DISTRIBUTION	6-01	CURRENT FUND	\$ 465,863.55
FUND DISTRIBUTION	6-07	SWR	\$ 45,162.85
FUND DISTRIBUTION	6-12		\$ 296,815.13
FUND DISTRIBUTION	6-26	SWM	\$ 9,165.85
		Year Total:	\$ 817,007.38
FUND DISTRIBUTION	C-04	ORD	\$ 347,850.64
FUND DISTRIBUTION	C-08	SEWER CAPITAL	\$ 2,986.57
		YEAR TOTAL	\$ 350,837.21
FUND DISTRIBUTION	D-02	Dog Trust	\$ 1,340.00
FUND DISTRIBUTION	G-02	ST/FED GRANT	\$ 3,886.68
FUND DISTRIBUTION	T-12	OTHER TRUSTS	\$ 195,026.45
FUND DISTRIBUTION	T-24	FAIR HOUSING	\$ 10,937.27
		Year Total:	\$ 205,963.72
		Total Of All Funds:	\$ 1,381,062.41
		Total of all Projects:	\$ 272,715.79

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on November 22, 2016.

Maureen Doloughty, RMC
Township Clerk

November 17, 2016
12:33 PM

TOWNSHIP OF HOLMDEL
BILL List By Vendor Id

Vendor # Name

PO # PO Date Description
Item Description

Contract PO Type
Amount Charge Account Acct Type Description

Stat/Chk Enc Date Date Date Chk/Void Invoice Excl

WIFI0001 Wireless Communications

16-03068 09/21/16 repair lounge chairs/SC

1 repair lounge chairs/SC 1,286.00 6-26-55-502-502-516

B POOL: New Equip/Improvements

R 09/21/16 11/14/16

F090216-9/13/16 N

Vendor Total: 1,286.00

WIFI0001 Wireless Communications

16-03203 10/03/16 Heavy Equipment

1 Heavy Equipment 160.74 6-01-26-315-315-296

B CRF: Heavy Equipment Parts and Supplies R

10/03/16 11/09/16

234621

Vendor Total: 160.74

WIRE0001 Wireless Communications

16-01123 04/19/16 RADIO MAINT JULY-DEC 2016

5 RADIO MAINT OCT 2016 617.00 6-01-25-240-240-308

B POL: Patrol

R 04/19/16 11/09/16

M57136

16-02568 08/12/16 INSTALL POLYPHASERS

1 INSTALL POLYPHASERS 897.60 C-04-15-010-000-907

B Ord 2015-10 PD Radios

R 08/12/16 11/09/16

M57177

16-03225 10/05/16 CELL ANTENNA

1 CELL ANTENNA 404.02 C-04-16-006-000-911

B Ord 2016-06 PD MWR & WDT Equipment

R 10/05/16 11/16/16

M57190

16-03432 10/20/16 Vehicle Parts/Equip

1 Vehicle Parts/Equip 275.17 6-01-26-290-290-239

B RR&M: Vehicle/Equip/Mach Parts

R 10/20/16 11/16/16

M57147

Vendor Total: 2,193.79

WRIG0001 Wright Line, LLC

16-03401 10/19/16 Refund overpayment

1 Refund overpayment 840.84 6-01-16-500-000

R Misc. Revenues Not Anticipated

R 10/19/16 10/25/16

N

Vendor Total: 840.84

Total Purchase Orders: 299 Total P.O. Line Items: 537 Total List Amount: 1,381,062.41 Total Void Amount: 0.00

Totals by Year-Fund		Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total	Total
Fund Description									
CURRENT FUND	5-01	2,027.42	0.00	2,027.42	0.00	0.00	0.00	0.00	2,027.42
CURRENT FUND	6-01	464,922.71	0.00	464,922.71	940.84	0.00	0.00	0.00	465,863.55
SEWER OPERATING	6-07	45,162.85	0.00	45,162.85	0.00	0.00	0.00	0.00	45,162.85
	6-12	22,861.34	0.00	22,861.34	1,238.00	0.00	0.00	272,715.79	296,815.13
POOL OPERATING ACCOUNT	6-26	8,865.85	0.00	8,865.85	300.00	0.00	0.00	0.00	9,165.85
	Year Total:	541,812.75	0.00	541,812.75	2,478.84	0.00	0.00	272,715.79	817,007.38
GENERAL CAPITAL	C-04	347,850.64	0.00	347,850.64	0.00	0.00	0.00	0.00	347,850.64
SEWER CAPITAL	C-08	2,986.57	0.00	2,986.57	0.00	0.00	0.00	0.00	2,986.57
	Year Total:	350,837.21	0.00	350,837.21	0.00	0.00	0.00	0.00	350,837.21
Dog Trust	D-02	1,340.00	0.00	1,340.00	0.00	0.00	0.00	0.00	1,340.00
STATE/FEDERAL GRANT FUND:	G-02	3,886.68	0.00	3,886.68	0.00	0.00	0.00	0.00	3,886.68
OTHER TRUSTS	T-12	195,026.45	0.00	195,026.45	0.00	0.00	0.00	0.00	195,026.45
FAIR HOUSING TRUST	T-24	10,937.27	0.00	10,937.27	0.00	0.00	0.00	0.00	10,937.27
	Year Total:	205,963.72	0.00	205,963.72	0.00	0.00	0.00	0.00	205,963.72
Total of All Funds:		1,105,867.78	0.00	1,105,867.78	2,478.84	0.00	0.00	272,715.79	1,381,062.41

Project Description	Project No.	Rcvd Total	Held Total	Project Total
PROCACCHINO	EAS-PROCAC	738.00	0.00	738.00
HOLM TWP/COMM.UNITED CH CHRIST	MEF-000137	36.90	0.00	36.90
JASON T. HELETTIS	OCB-HELEOT	1,220.00	0.00	1,220.00
SOMERSET INV HL	OS-00014	60.00	0.00	60.00
HOLMDEL TWPSP/SPEC.FAIR HOUSING	OS-00022	75.00	0.00	75.00
POLO CLUB OF HOLMDEL/JAG HOLD.	PB-POLO CL	120.00	0.00	120.00
NATALIE J. SAEGER	PB-SAEGER	2,960.00	0.00	2,960.00
COUNTRYSIDE DEVEL/LAUREL AVE	PCB-000268	43,472.86	0.00	43,472.86
TOLL BROS/RESERVE PH 1 HOMES	PCB-000283	133,063.74	0.00	133,063.74
TOLL BROS/RESERVE PH 2	PCB-000284	53,437.36	0.00	53,437.36
PINNACLE HOBRRROOK DEVEL.LLCC	PEF-000204	463.72	0.00	463.72
SOMERSET HOLMDEL LLC	PEF-000241	2,560.97	0.00	2,560.97
COUNTRYSIDE DEVEL./LAUREL AVE	PEF-000245	838.79	0.00	838.79
HOLM FIELDS 2 (FLEET LLC)	PEF-000246	116.25	0.00	116.25
TOLL BRO/REGENCY TOWNHOMES PH1	PEF-000253	12,487.00	0.00	12,487.00
TOLL BROS/RESERVE@HOLMDEL	PEF-000257	19,452.00	0.00	19,452.00
CRUZ ASSOCIATES LLC	PEF-000260	208.60	0.00	208.60
SHIRLEY HAMMOND	ZB-HAMMOND	485.00	0.00	485.00
HOLMDEL VILLAGE EXXON	ZB-HOEXXON	65.00	0.00	65.00
JIAH CORP/EXXON/PALMER AV/DUNK	ZB-JIAH EX	24.60	0.00	24.60

Project Description	Project No.	Rcvd Total	Held Total	Project Total
NJ NATURAL GAS/REGULATOR SOLAR	ZB-NJNATGA	635.00	0.00	635.00
VARSHAVSKY, ALEXANDER	ZB-VARSHAV	195.00	0.00	195.00
Total of All Projects:		<u>272,715.79</u>	<u>0.00</u>	<u>272,715.79</u>

BILLS PAYABLE RESOLUTION

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the claims listed below on the Schedule of Bills Payable on November 22, 2016 be and the same hereby are approved and the Chief Financial Officer is authorized to pay said claims.

FUND DISTRIBUTION	6-01	CURRENT FUND	\$ 3,127,387.20
Total of All Funds:			\$ 3,127,387.20

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on November 22, 2016.

Maureen Doloughy, RMC
Township Clerk

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	6-01	3,127,387.20	0.00	0.00	3,127,387.20
Total of All Funds:		<u>3,127,387.20</u>	<u>0.00</u>	<u>0.00</u>	<u>3,127,387.20</u>

November 15, 2016
11:26 AM

TOWNSHIP OF HOLMDEL
Check Register By Check Id

Clerk's office
Page No: 1

New

Range of Checking Accts: WIRE TRANSFERS to WIRE TRANSFERS Range of Check Ids: 612 to 615
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Seq	Num Acct
612	11/15/16	MONM0006 MONMOUTH COUNTY TREASURER						2448
16-03057	1	County Taxes due 11.15.16	2,714,991.51	6-01-55-208-000-000 County Taxes Payable	Budget		1	1
613	11/15/16	MONM0006 MONMOUTH COUNTY TREASURER						2449
16-03058	1	Library Taxes due 11.15.16	194,157.84	6-01-55-209-000-000 Free County Library	Budget		1	1
614	11/15/16	MONM0006 MONMOUTH COUNTY TREASURER						2450
16-03059	1	Health Taxes due 11.15.16	55,735.08	6-01-55-213-000-000 County HEALTH Taxes Payable	Budget		1	1
615	11/15/16	MONM0006 MONMOUTH COUNTY TREASURER						2451
16-03060	1	Open Space Taxes due 11.15.16	162,502.77	6-01-55-210-000-000 COUNTY OPEN SPACE TAX	Budget		1	1

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	4	0	3,127,387.20	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	<u>4</u>	<u>0</u>	<u>3,127,387.20</u>	<u>0.00</u>

BILLS PAYABLE RESOLUTION

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the claims listed below on the Schedule of Bills Payable on November 22, 2016 be and the same hereby are approved and the Chief Financial Officer is authorized to pay said claims.

FUND DISTRIBUTION	T-12	OTHER TRUSTS	\$	200.00
		Total of All Funds:	\$	200.00

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on November 22, 2016.

Maureen Doloughy, RMC
Township Clerk

Manual Check

November 15, 2016
02:39 PM

TOWNSHIP OF HOLMDEL
Check Register By Check Id

Page No: 2

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
OTHER TRUSTS	T-12	200.00	0.00	0.00	200.00
Total of All Funds:		<u>200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>200.00</u>

BILLS PAYABLE RESOLUTION

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the claims listed below on the Schedule of Bills Payable on November 22, 2016 be and the same hereby are approved and the Chief Financial Officer is authorized to pay said claims.

FUND DISTRIBUTION	6-01	CURRENT FUND	\$	18.00
		Total of All Funds:	\$	18.00

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on November 22, 2016.

Maureen Doloughty, RMC
Township Clerk

November 1, 2016
01:22 PM

TOWNSHIP OF HOLMDEL
Check Register By Check Id

Manual Check

Page No: 2

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	6-01	18.00	0.00	0.00	18.00
Total of All Funds:		<u>18.00</u>	<u>0.00</u>	<u>0.00</u>	<u>18.00</u>

CK 34581

BILLS PAYABLE RESOLUTION

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the claims listed below on the Schedule of Bills Payable on November 22, 2016 be and the same hereby are approved and the Chief Financial Officer is authorized to pay said claims.

FUND DISTRIBUTION	T-12	CURRENT FUND	\$	1,333.33
		Total of All Funds:	\$	1,333.33

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on November 22, 2016.

Maureen Doloughy, RMC
Township Clerk

November 9, 2016
10:09 AM

TOWNSHIP OF HOLMDEL
Check Register By Check Id

manual check

Page No: 2

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
OTHER TRUSTS	T-12	1,333.33	0.00	0.00	1,333.33
Total of All Funds:		<u>1,333.33</u>	<u>0.00</u>	<u>0.00</u>	<u>1,333.33</u>

Over \$ 3,500 List for Township Committee Approval
NOVEMBER 22, 2016 Meeting

Project : Wear edges for loader buckets

Vendor: JESCO

Amount: \$ 7,060.80 See attached quote dated 10.26.16 for complete description.

Project : Radio for admin vehicle

Vendor: MOTOROLA

Amount: \$ 4,711.50 See attached for complete description of quote dated 11.12.16

Project : Renovations and painting at Swim Club (two quotes, recommend Spana @ \$ 17,465)

Vendor: SPANA CONTRACTORS

Amount: \$ 17,465 See attached quote dated 11.8.16

Second Quote-- Vendor: STORMBRINGER

Amount: \$ 17,850 –Attached quotes dated 11.1 and 10.28

Project: Replace ceiling lighting fixtures in all indoor areas at Swim Club (two quotes, recommend Quality Electrical Const. Co)

Vendor: QUALITY ELECTRICAL CONST. CO

Amount: \$ 5,785.00 See attached quote dated 10.25.16

Second Quote--Vendor: PLV Electric LLC

Amount: \$ 10,945 See attached quote dated 10.17.16

Over \$3,500 for 11.22.16 Twp Mtg



118 Saint Nicholas Ave
 South Plainfield, NJ 07080
 Phone: 908-753-8080
 Fax: 908-821-1418

REMIT TO
 Jesco Inc.
 1260 Centennial Ave
 Piscataway, NJ 08854



JOHN DEERE

Ship To:

SAME AS BELOW

Invoice To:

Holmdel Township Rd Dept
 4 Crawford Corner Rd
 Pob 410
 Holmdel NJ 07733

Branch 01 - S. Plainfield		
Date 10/26/2016	Time 10:58:21 (O)	Page 1
Account No. 0000011646	Phone No. 7329462820	Invoice No. 023030
Ship Via	Purchase Order 13-00369	
		Salesperson 144

ESTIMATE EXPIRY DATE: 11/25/2016

DESCRIPTION

20

Part#	Description	Qty	Price	Amount
VE2005773	BLADE	10	592.77	5927.70
10H1034	BOLT	105	1.12	117.60
K40014	LOCK NUT 1/2	105	1.51	158.55
VE2005680	CYLINDER	1	856.95	856.95
Subtotal:				7060.80
Tax:				.00
TOTAL:				7060.80

Authorization: _____

wear edges for loader
 buckets 296 Acct

Terms: All parts returned must be accompanied by an invoice and in resalable condition. Non-Stocking Parts must be returned within 45 days and are subject to an 18% restocking charge. Stocking parts must be returned within 30 days without penalty. Stocking parts returned after 30 days and before 60 days will be subject to a 10% restocking charge. Stocking parts are non-returnable after 60 days.
 ALL ELECTRICAL PARTS ARE NON-RETURNABLE!

Received by _____
 Payment in full is due thirty (30) days from date of invoice (due date) on approved open accounts. Any amount not paid within thirty (30) days of due date (interest-free period) will be subject to a monthly service charge of one and one-half percent (1.5%) or the maximum rate allowed by law, whichever is less, from the end of the interest-free period. If this is a Powerplan purchase, the terms of PowerPlan shall govern.

Victor Stevens

From: Glen Henderson
Sent: Wednesday, October 26, 2016 2:42 PM
To: Victor Stevens
Subject: RE: budget

6 01 26 315 315 296 Heavy equipment Parts and Supplies.

From: Victor Stevens
Sent: Wednesday, October 26, 2016 2:31 PM
To: Glen Henderson
Subject: RE: budget

Charge to what account number?

Victor P. Stevens, Jr.
Director of Infrastructure and Operations
Holmdel Township
Tele: 732-946-2820 x 1952
Fax: 732-946-8809

Want to stay up to date on what is going on in Holmdel?

Visit www.holmdeltownship-nj.com/list.aspx and sign up for notices and alerts. You will be able to customize what notices and alerts you will receive.

From: Glen Henderson
Sent: Wednesday, October 26, 2016 1:46 PM
To: Victor Stevens
Subject: budget

Hi, I have a quote for the radio for the admin vehicle. It is \$4,711.50. You may have to push this through on the over 3,500 approval. The quote is in my bin for Loni with the account to be charged. I have wireless coming by in the morning to confirm the frequencies of the radio in the blue car. It does appear to have everything you wanted. It needs a new mike, which I will get coming tomorrow.

Thanks Glenn

Victor Stevens

From: Glen Henderson
Sent: Wednesday, October 26, 2016 1:46 PM
To: Victor Stevens
Subject: budget

Hi, I have a quote for the radio for the admin vehicle. It is \$4,711.50. You may have to push this trough on the over 3,500 approval. The quote is in my bin for Loni with the account to be charged. I have wireless coming by in the morning to confirm the frequencies of the radio in the blue car. It does appear to have everything you wanted. It needs a new mike, which I will get coming tomorrow.

Thanks Glenn

TOTAL: \$ 17,465



Home Improvement & Landscaping

PO Box 472 Manville, NJ 08835

SpannacontractorsNJ.com

908-725-7689

JOB PROPOSAL SWIM CLUB

November 8, 2016

Holmdel Township
Attn: Victor Stevens
14 Crawfords Corner Road
Holmdel, NJ 07733

Spanna Contractors proposes to furnish all labor, equipment and material necessary to complete the following work:

Paint

Fix nail pops, repair wall cracks and fill gaps in door and window moldings as necessary
Apply two coats of mildew and moisture resistant paint to upper wall and ceiling in men and women's bathrooms and locker rooms

Counter top & sinks

Remove and dispose existing counter top and sinks (4 on counter top and 1 wall mounted)
Install new granite top and 4 new drop-in porcelain sinks (white)
Install 1 new wall mount handicap porcelain sink (white)
Install 5 new commercial faucets

Doors

Remove and dispose existing door and frame on men's room and snack room
Install new metal doors and frames
Install new door handles and closures
Caulk gaps as necessary, prime and paint doors

Total estimated price: \$17,465.00 + Tax

Notes:

The paint that will be used is Sherwin Willam's Emerald semi-gloss
If after the demolition there are any structural changes that must be done, or if any rotten wood is found, repairs will be done after obtaining customer approval. Labor will be charged at a rate of \$52.00 per man/hour. Materials will be charged at a rate of 15% over the retail price
Left over paint will be left for touch-ups
An extra charge will be applied if customer decides to change the color that has already been applied, to compensate for time and paint
All garbage will be removed from site

Payment terms: 1/2 of the proposal price is due on the day job starts. The final payment is due upon completion of job. This estimate is good for 90 days. If you wish to have the job done by us, please sign and return a copy of this estimated and call 908-725-7689 or 732-433-8479 to schedule.

JOB SITE IMAGES, PHOTOGRAPHY AND VIDEO:

Spana Contractors, LLC may, during any point during the term of this project take still photographs or video of the site for training, documentation, or promotional purposes. Spana Contractors, LLC will not release any personal information or personally identifiable images or videos. Acceptance of this proposal will be considered a release by the owner/customer to allow Spana Contractors, LLC to take photographs and/or video for the above stated reasons.

All work is guaranteed for one year after completion. However Spana Contractors is not responsible for the results in the final product related to damages caused by improper maintenance in the past or inclement weather conditions. Spana Contractors made use of good quality products to obtain the best results. However the client is responsible for use of appropriated products for a good maintenance after the treatment.

Customer Approval Signature

All work is guaranteed for one year after completion. However Spana Contractors is not responsible for the results in the final product related to damages caused by improper maintenance in the past or inclement weather conditions. Spana Contractors made use of good quality products to obtain the best results. However the client is responsible for use of appropriated products for a good maintenance after the treatment.

Total \$ 17,850

Victor Stevens

From: JCJES35 [jcjes35@comcast.net]
Sent: Tuesday, November 01, 2016 7:29 AM
To: Victor Stevens
Subject: Pool House Quote

STORMBRINGER
35 Como Drive
Somerset, NJ 08873
732-735-9502

QUOTE

November 1, 2016

Holmdel Public Works
Holmdel, NJ
Attention: Victor Stevens

RE: Pool House Work

Metal Doors

Remove 2 existing 4 ft x 6 ft 8 inch metal doors and frames
Supply and install 2 new 4 ft x 6 ft 8 inch metal doors (non-fire doors)
Doors to have new handles, hinges and closures
Doors to painted and chaulked to match existing

TOTAL: \$3,800.00

Ladies Room Sinks and Countertops

Remove old 12 ft countertop and 5 sinks

Supply and install new 12 ft granite countertop with matching 6 inch back splash, 6 inch undercounter partition and 1 30 inch x 6 inch

counterside

Supply and install 4 new top mount porcelain sinks with commercial faucets

Supply and install 1 new wall mount handicap porcelain sink with commercial faucets

All sinks to be approximately 22 x 22 inch

TOTAL: \$7,850.00

Remove all garbage - All work to be done by licensed and insured Contractors

Sincerely,
Craig Schuitz

Robert Ward

From: Victor Stevens
Sent: Monday, November 07, 2016 2:11 PM
To: Robert Ward
Subject: FW: Revised Swim Club Paint Quote

Victor P. Stevens, Jr.
Director of Infrastructure and Operations
Holmdel Township
Tele: 732-946-2820 x 1952
Fax: 732-946-8809

Want to stay up to date on what is going on in Holmdel?

Visit www.holmdeltownship-nj.com/list.aspx and sign up for notices and alerts. You will be able to customize what notices and alerts you will receive.

From: JCJES35 [mailto:jcjes35@comcast.net]
Sent: Tuesday, November 01, 2016 7:33 AM
To: Victor Stevens
Subject: Revised Swim Club Paint Quote

STORMBRINGER
35 Como Drive
Somerset, NJ 08873
732-735-9502

QUOTE

October 28, 2016

Department of Public Works
Holmdel, NJ

Attention: Victor Stevens

RE: Swim Club Paint Job

Paint Men's and Women's Locker Room
Paint to consist of Upper Half walls and Complete ceilings – 2 Coats

We will supply all paint – Paint will be Sherwin William Emerald Series

TOTAL: \$6,200.00

Sincerely,

Craig Schultz

PLV Electric LLC.

919 State Route 33
Suite 47
Freehold NJ 07728
732-272-3427

Estimate

Date	Estimate #
10/17/2016	162

Name / Address
Holmdel Township 4 Crawfords Corner Rd. Holmdel NJ 07733

			Project
Description	Qty	Rate	Total
Furnish (42) 4 lamp 2 x 4 T8 Fixtures with vapor tight lens , and lamps- Swim Club	42	190.00	7,980.00
Labor to install 42 fixtures , 2 men 3days		2,880.00	2,880.00
misc. Material		85.00	85.00
Total			\$10,945.00

**QUALITY ELECTRICAL CONST. CO.
290 LAUREL AVENUE
HAZLET,
NJ 07734**

State License & Permit # 4736

Ph: 732-787-7549

Fax: 732-787-7590

October 25, 2016

Township of Holmdel
4 Crawfords Corner Rd.
Holmdel,
NJ 07733

Atten: Victor Stevens vstevens@holmdeltownship-nj.com
Ph: 732-946-2820 ext. 1952
Cell: 732-522-5208

Ref: Swim Club Lighting replacement

Supply & install 42 - 4 light 40" wrap-around fixtures, surface mount with T8 lamps to replace existing service mounted light fixtures. All fixtures to be fed from existing circuits & switches.

Lump Sum Quote****\$5,785.00

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 5

Meeting Date: November 22, 2016
Subject: Resolution Authorizing Proprietary Software Contract
Submitted by: Barbara Kovelesky, QPA
Approved by: Donna M. Vieiro, Township Administrator

RECOMMENDATION

It is recommended the Township Committee approve a Resolution authorizing a contract to Edmunds & Associates for computer hardware/software maintenance and support personnel.

PREVIOUS ACTION

Edmunds & Associates has been providing good and services for financial and licensing hardware/software and support to the Township for over the past ten years.

BACKGROUND

An increase in price has brought the annual 2017 contract with Edmunds over the \$17,500.00 bid threshold. Pursuant to N.J.S.A. 19-44A-20.2, if this contract is necessary for the Township to conduct its affairs we are permitted to authorize a proprietary contract without publicly advertised competition if the contract is exempt from public bidding under Local Public Contracts Law

FISCAL IMPACT

Annual Contract Price is \$17,540.00

Attachments:

Resolution
Availability of Funds executed by CFO

<u>For Internal Use</u>		
<i>Township Committee Action</i>		
Approve	Denied	Other
Comments: _____		

RESOLUTION AUTHORIZING PROPRIETARY COMPUTER HARDWARE
AND SOFTWARE MAINTENANCE AND SUPPORT CONTRACT

WHEREAS, the Township of Holmdel utilizes proprietary computer hardware and software equipment the ("System") for sensitive financial and licensing work; and

WHEREAS, the System requires maintenance and support; and

WHEREAS, the Owner of the System the ("Owner") has submitted a proposal to supply the necessary maintenance and support for the period of January 1, 2017 through December 31, 2017; and

WHEREAS, contracts for the support of existing proprietary computer hardware and software are exempt from public bidding, in accordance with N.J.S.A. 40A:11-5(1)(dd); and

WHEREAS, Holmdel Township's Qualified Purchasing Agent has verified that the System is proprietary; and

WHEREAS, the Township Committee is permitted by law (N.J.S.A. 19:44A-20.2, et seq.) to authorize a contract without publicly advertised competition if the contract is likely to exceed \$17,500.00 or if the contract, when combined with other contracts entered into during the year with the same contractor, is likely to exceed \$17,500.00 in the aggregate, so long as (a) the contract is exempt from public bidding under Local Public Contracts Law and (b) the contractor, as defined in the law, (i) has not made certain political contributions for one year preceding the award of a contract, (ii) will not make such political contribution during the term of the contract and (iii) has filed a disclosure of certain political contributions made during the past 12 months; and

WHEREAS, the Owner has provided a written certification that it has not made and will not make any prohibited political contributions and it has also filed the required Political Contribution Disclosure Form.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Holmdel that the Chief Financial Officer and /or Qualified Purchasing Agent be and they are hereby authorized to execute a contract with the Owner to provide software maintenance and support of the System, at a cost of \$17,540.00

BE IT FURTHER RESOLVED that the Owner shall comply with the Equal Employment Opportunity requirements of N.J.S.A. 10:5-31, et seq. (N.J.A.C. 17:27).

BE IT FURTHER RESOLVED that the Chief Financial Officer has filed the attached certification with the Clerk of the Township, stating that funds are available in the 2017 budget, in the following line item and amount:

Line Item: 7-01-20-130-130-128	Amount of Contract \$17,540.00
7-01-20-145-145-115	
7-07-55-502-502-128	

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on November 22, 2016.

Maureen Doloughy, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 6

Meeting Date: November 22, 2016
Subject: Mid Jersey Municipal Joint Insurance Fund
Submitted by: Barbara Kovelesky, QPA
Approved by: Donna M. Vieiro, Township Administrator

RECOMMENDATION

It is recommended that the Committee adopt Resolution and Agreements for Renewal of Membership in the Mid Jersey Municipal Joint Insurance Fund for a three year term beginning January 1, 2017 and ending January 1, 2020.

PREVIOUS ACTION

BACKGROUND

The Mid Jersey Municipal Joint Insurance Fund is a duly chartered Municipal Insurance Fund as authorized by N.J.S.A. 40A:10-36 et seq. The Township's current membership expires January 1, 2017.

FISCAL IMPACT

Attachments:

Resolution for Renewal
Agreement to Renew Membership
Risk Management Consultant's Agreement

For Internal Use
Township Committee Action
Approve Denied Other
Comments:
Date Delegated:
Signature:

**RESOLUTION FOR RENEWAL OF MEMBERSHIP IN THE
MID JERSEY MUNICIPAL JOINT INSURANCE FUND**

WHEREAS, the Township of Holmdel is a member of the Mid Jersey Municipal Joint Insurance Fund; and

WHEREAS, said renewal membership terminates as of January 1, 2017 unless earlier renewed by agreement between the Municipality and the Fund; and

WHEREAS, the Municipality desires to renew said membership.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel as follows:

1. The Township of Holmdel agrees to renew its membership in the Mid Jersey Municipal Joint Insurance Fund for a period of three years beginning January 1, 2017 and ending January 1, 2020, and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.
2. The Mayor and Clerk shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the Mercer County Joint Insurance Fund evidencing the Municipality's intention to renew its membership.

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on November 22, 2016.

Maureen Doloughty, RMC
Township Clerk

RISK MANAGEMENT CONSULTANT'S AGREEMENT

This Agreement, entered into this _____ day of _____, 20___, between the _____, a public body corporate and politic constituting a political subdivision of the State of New Jersey, (hereinafter referred to as Local Unit) and Acrisure d/b/a North American Insurance Management, a corporation of the State of New Jersey, having its principal office at 1460 Route 9 North Suite 310, Woodbridge, New Jersey 07095 hereinafter referred to as the Risk Management Consultant):

Witnesseth:

WHEREAS, the Risk Management Consultant has offered to the Local Unit professional Risk Management Consulting services as required in the Bylaws of the Mid Jersey Municipal Joint Insurance Fund ("Fund"); and

WHEREAS, the Local Unit desires these professional services pursuant to the resolution adopted by the Mayor and Council of the Local Unit at a meeting held _____; and

NOW, THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

1. The Risk Management Consultant, for and in consideration for the amount stated hereinafter agrees to provide services to the Local Unit as follows:
 - A. The Risk Management Consultant shall assist the Local Unit in identifying its insurable exposures and to recommend professional methods to reduce, assume or transfer the risk or loss.
 - B. Assist the Local Unit in understanding and selecting the various coverages available from the Mid Jersey Municipal Joint Insurance Fund.
 - C. Review with the Local Unit any additional coverages that the Risk Management Consultant feels should be carried but are not available from the Fund, and subject to the Local Unit's authorization, place such coverages outside the Fund.
 - D. Assist the Local Unit in the preparation of the application, statements of values and similar documents requested by the Fund, it being understood that this agreement does not include any appraisal work by the Risk Management Consultant.
 - E. Review the Local Unit's assessment as prepared by the Fund and assist the Local Unit in the preparation of its annual insurance budget.
 - F. Review the loss and engineering reports and generally assist the Safety Committee in its loss containment objectives.
 - G. Assist where needed in the settlement of the claims, with the understanding that the scope of the Risk Management Consultant's involvement does not include the work normally done by a public adjuster.

Risk Management Consultant's Agreement
Page Two

- H. Any other services required by the Fund's Bylaws.
2. The term of this Agreement shall be for a period to run concurrently with the Local Unit's membership in the Fund unless terminated as hereinafter provided in this agreement.
 3. The Local Unit authorizes the Fund to pay its Risk Management Consultant as compensation for services rendered an amount equal to six (6%) percent of the Local Unit's annual assessment as promulgated by the Fund. Said fee shall be paid within thirty (30) days of payment of the member's assessment. The Risk Management Consultant shall receive no other compensation or commission for the placement or servicing of any Mid Jersey Municipal Joint Insurance Fund coverage with the Fund.
 4. For any coverages authorized by the Local Unit, to be placed outside of the Fund, the Risk Management Consultant shall receive as its full compensation the normal brokerage commission paid by the insurance company. The premiums for said policies shall not be added to the Funds assessments in the computing of the six (6%) percent fee outlined in item 3 above.
 5. Either party may cancel this agreement at any time by mailing to the other written notice calling for termination at any time not less than ninety (90) days thereafter. Fees shall be prorated to the date of termination.

Attest:

_____:

Attest:

_____:

AGREEMENT TO RENEW MEMBERSHIP IN THE
MID JERSEY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the Mid Jersey Municipal Joint Insurance Fund (hereinafter the FUND) is a duly chartered Municipal Insurance Fund as authorized by N.J.S.A. 40A10-36 et seq; and

WHEREAS, the Township of Holmdel is currently a member of said FUND, and;

WHEREAS, effective January 1, 2017, said membership will expire unless earlier renewed, and;

WHEREAS, the Governing Body of the Township of Holmdel resolved to renew said membership;

NOW THEREFORE, it is agreed as follows:

1. The Township of Holmdel hereby renews its membership in the Mid Jersey Municipal Joint Insurance Fund for a three (3) year period, beginning January 1, 2017, and ending January 1, 2020*.
2. The Township of Holmdel hereby ratifies and reaffirms the Indemnity and Trust Agreement, Bylaws and other organizational and operational documents of the Mid Jersey Municipal Joint Insurance Fund as from time to time amended and altered by the Department of Banking and Insurance in accordance with the applicable Statues and administrative regulations as if each and every one of said documents were re-executed contemporaneously herewith.
3. The Township of Holmdel agrees to be a participating member of the FUND for the period provided for and to comply with all of the rules and regulations and obligations associated with said membership.
4. In consideration of the continuing membership of the Township of Holmdel, the Mid Jersey Municipal Joint Insurance Fund agrees, subject to the continuing approval of the Commissioner of Banking and Insurance to accept the renewal application of the Township of Holmdel.
5. Executed on _____ day of _____, 2016 as the lawful and binding act and deed of the Township of Holmdel, which execution has been duly authorized by the public vote of the Governing Body.

ATTEST:

TOWNSHIP OF HOLMDEL

By: _____
(Name and Title of Authorized Signature)

(Name and Title of Authorized Signature)

Mid Jersey Municipal Joint Insurance Fund

(Authorized Signature)

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 7

Meeting Date: November 22, 2016
Subject: Recycling Services
Submitted by: Barbara Kovelesky, QPA
Approved by: Donna M. Vieiro, Township Administrator

RECOMMENDATION

It is recommended the Township Committee award the contract for single stream recycling collection for private residences and Township facilities to M&S Waste Services in the amount of \$174,409.20 for 2017.

PREVIOUS ACTION

BACKGROUND

(2) Proposals were received for recycling services as follows:

M&S Waste Services: \$174,409.20
Central Jersey Waste: \$185,940.00

The bid allows for a one year contract with the option to renew for an additional two year terms subject to availability of funds.

FISCAL IMPACT

The fiscal impact for 2017 shall be \$174,409.20

Attachments:

Resolution

<u>For Internal Use</u>		
<i>Township Committee Action</i>		
Approve	Denied	Other
Comments: _____		

Date Delegated: _____		
Signature: _____		

RESOLUTION AWARDING CONTRACT

WHEREAS, bids were received at the Municipal Building, Crawfords Corner Road, Holmdel, New Jersey for Recycling Contract; and

WHEREAS, the following bids were received:

<u>Contractor</u>	<u>Amount</u>
M&S Waste Services,	\$174,409.20
Central Jersey Waste,	\$185,940.00

and

WHEREAS, the Township Qualified Purchasing Agent has recommended an award be made to M&S Waste Services; and

WHEREAS, the Chief Financial Officer has certified to the Township Clerk that funds are available.

NOW, THEREFORE BE IT RESOLVED that the Township Committee of the Township of Holmdel hereby awards a contract to M&S Waste Services in accordance with the bid documents in the amount of \$174,409.20

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Township Clerk to be a true copy be forwarded to M&S Waste Services, the Township Chief Financial Officer, Township Administrator, Township Engineer, and to each of the unsuccessful bidders together with a return of any bid security.

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel, do hereby certify that the above is a true copy of the Resolution adopted by the Holmdel Township Committee at a meeting held on November 22, 2016.

Maureen Doloughty, RMC
Township Clerk

TOWNSHIP COMMITTEE AGENDA ITEM # 8

Meeting Date: November 22, 2016
Subject: **Option to Renew – Peterbilt Parts & Repair**
Submitted by: Barbara Kovelesky, QPA
Approved by: Donna M. Vieiro, Township Administrator

RECOMMENDATION

It is recommended the Township Committee exercise the option to renew the contract with Hunter Jersey Peterbilt for the ordering, receiving and repair of Peterbilt equipment parts at an hourly labor rate of \$93.00 and 20% off the manufacturer's list price for all parts.

PREVIOUS ACTION

BACKGROUND

The Township owns Peterbilt equipment and trucks and at times it is necessary for the mechanic to have the equipment repaired by Peterbilt. Also, certain parts need to be purchased and/or replaced for warranty purposes from the original equipment manufacturer (OEM). The Township has a set labor price and parts discount in place.

The 2015 contract was bid for a period of one year with the option to renew for one year.

FISCAL IMPACT

The fiscal impact is determined by the amount of repair work and parts necessary to maintain our equipment. There is no minimum required.

Attachments:

Resolution

<u>For Internal Use</u>		
<i>Township Committee Action</i>		
Approve	Denied	Other
Comments: _____		

Date Delegated: _____		
Signature: _____		

RESOLUTION AWARDING CONTRACT

WHEREAS, The Township awarded a contract to Hunter Peterbilt in April of 2015 for parts and repairs for Peterbilt equipment with Original Equipment Manufacturer (OEM) Parts; and

WHEREAS, the contract allows for the Township to exercise the Option to Renew the contract for the 2017 term.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that a contract be awarded to Hunter Jersey Peterbilt for an hourly labor rate of \$93/hour and 20% off the manufacturer's list price for all parts.

BE IT FURTHER RESOLVED that the total amount of the contract will be determined by the amount of repair work and parts necessary to maintain the equipment.

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Holmdel Township Committee at a meeting held on November 22, 2016.

Maureen Doloughty, RMC
Township Clerk

TOWNSHIP COMMITTEE AGENDA ITEM # 9

Meeting Date: November 22, 2016
Subject: Award of White Metal Recycling
Submitted by: Barbara Kovelesky, QPA
Approved by: Donna M. Vieiro, Township Administrator

RECOMMENDATION

It is recommended the Township Committee award the contract for white metal recycling to Mazza & Sons, Inc. The Township shall receive revenue at the rate of \$.035 per lb.

PREVIOUS ACTION

BACKGROUND

Proposals were received on November 1, 2016 for the recycling of white metal. Mazza & Sons, Inc. was the sole bidder. Mazza is the current vendor for this service.

This contract will continue to run in conjunction with the large item drop off program and containers will also be made available to residents on the off months. Roll off containers will be made available by the vendor for white metal goods. The Township shall be paid \$.035 per lb. for all white metal recycling removed. Reports will be submitted to the township by the vendor confirming the amount of metal disposed.

FISCAL IMPACT

There is no fiscal impact on the Township.
We shall be paid by the weight of the material disposed of.

Attachments:

Resolution

<u>For Internal Use</u>		
<i>Township Committee Action</i>		
Approve	Denied	Other
Comments: _____		

Date Delegated: _____		
Signature: _____		

RESOLUTION AWARDING CONTRACT

WHEREAS, proposals were received on November 1, 2016 at the Municipal Building, Crawfords Corner Road, Holmdel, New Jersey for White Metal Recycling; and

WHEREAS, Mazza & Sons was the sole bidder; and

WHEREAS, this contract will continue to run in conjunction with the Large Item Drop Off Program and the containers will also be made available to residents in the off months; and

WHEREAS the Township shall be paid \$.035 per pound for all white metal recycling removed; and

WHEREAS, the Township Qualified Purchasing Agent has recommended an award be made to Mazza & Sons, Inc.; and

WHEREAS, the Chief Financial Officer has certified to the Township Clerk that funds are available.

NOW, THEREFORE BE IT RESOLVED that the Township Committee of the Township of Holmdel hereby awards a contract to Mazza & Sons, Inc. in accordance with the bid documents in the amount of \$.035 per pound

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Township Clerk to be a true copy be forwarded to Mazza & Sons, Inc., the Township Chief Financial Officer, Township Administrator, Township Engineer,.

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel, do hereby certify that the above is a true copy of the Resolution adopted by the Holmdel Township Committee at a meeting held on November 22, 2016.

Maureen Doloughy, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 10

Meeting Date: November 22, 2016

Subject: Meridian Health Ventures (Wound Care)

Submitted by: Maureen Doloughy

Approved by:

RECOMMENDATION

It is recommended that the Committee adopt the Resolution

PREVIOUS ACTION

BACKGROUND

The Engineer has inspected the site to determine the amount of bondable improvements and determined that all bondable improvements have been satisfactorily installed to date and recommends that the Performance Bond be released subject to the acceptance of a Maintenance Bond. A Resolution has been prepared.

FISCAL IMPACT

None

Attachments:

Resolution
Engineer's Letter

RESOLUTION

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that Performance Surety Bond No. 106361502 issued by Travelers Casualty and Surety Company of America posted for Meridian Health Ventures, Inc. (Wound Care) be released subject to:

- Acceptance of a Maintenance Bond and Maintenance Bond Inspection fees;
- Payment of any outstanding engineering inspection fees

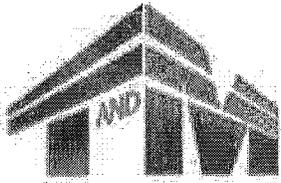
in accordance with the Engineer's letter dated June 16, 2016.

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Holmdel Township Committee at a meeting held on November 22, 2016.

Maureen Doloughy, RMC

Township Clerk



YOUR GOALS. OUR MISSION.

HOPB-R2331

June 16, 2016

Maureen Doloughy
Township Clerk
Township of Holmdel
4 Crawfords Corner Road
Holmdel, NJ 07733

**Re: Meridian Health Ventures Inc. (Wound Care)
f/k/a Bayshore Health Care Management Corp.
Block 36, Lot 35.04 – 735 North Beers Street
Performance Guarantee Release
Performance Surety Bond No. 106361502**

Dear Ms. Doloughy:

Per the applicant's request for a release of Performance Surety Bond No. 106361502, issued by Travelers Casualty and Surety Company of America, in the amount of, \$129,764.97 and the cash bond in the amount of \$14,418.33, I have inspected the above referenced project to determine the amount of bondable improvements satisfactorily installed to date. Please be advised, our inspection noted that all of the bonded improvements have been satisfactorily completed.

Since all the bonded improvements have been completed, I recommend Performance Surety Bond No. 106361502, issued by Travelers Casualty and Surety Company of America in the original amount of \$129,764.97, the Performance Cash Bond in the amount of \$14,418.33 and any remaining engineering escrow be released by Formal Resolution, subject to the following:

1. The posting of the Maintenance Bond and Maintenance Bond inspection fee, as indicated on the attachment.
2. Payment of any outstanding engineering inspection fees.

We are requesting that the payment of the outstanding engineering inspection fees be deducted from the cash amount released to the developer. By copy of this letter, we are requesting the applicant's authorization to use the cash bond money released towards payment of any outstanding inspection fees, cash bond and Maintenance Bond inspection fee

If you have any questions or require additional information, please call.



HOPB-R2331
June 16, 2016
Page 2

Le: Maureen Doloughy, Township Clerk
Township of Holmdel

Re: Meridian Health Ventures Inc. (Wound Care)
f/k/a Bayshore Health Care Management Corp.
Block 36, Lot 35.04 – 735 North Beers Street
Performance Guarantee Release
Performance Surety Bond No. 106361502

Very truly yours,

T&M ASSOCIATES

Edward Broberg/EST
EDWARD G. BROBERG, P.E.
HOLMDEL TOWNSHIP ENGINEER

EGB:BLH:EST:dk
Enclosure

c: Donna Vieiro, Township Administrator
Duane Davison, Esq., Township Attorney's Office
Jeannette Larrison, CFO
Robert Faye, Construction Official
David Olsen, Zoning Officer
John Sarto, Esq. (jsarto@ghclaw.com)

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I hereby agree to the distribution of funds substantially in accordance with the outlined above.

Authorized Signature – Meridian Health Ventures Inc.

Date



HOPB-R2331

June 16, 2016

**PERFORMANCE GUARANTEE RELEASE
BOND / FEE STATUS**

Performance Guarantee Bond No. 106361502

Amount of Original Surety:	90%	\$129,764.97
Amount of Original Cash:	10%	<u>\$ 14,418.33</u>
Performance Guarantee Total:	100%	\$144,183.30

Maintenance Bond Required as per Township Ordinance

15% of the Original Cost of the Improvements for Total Project Cost (0.15 * \$120,152.75)		\$18,022.91
1% of the Original Cost of Improvements to be Retained for Maintenance Inspections (0.01 * \$120,152.75)		\$ 1,201.53

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 11

Meeting Date: October 26, 2016

Subject: **Yolanda Atzingen
57 Hawthorne**

Submitted by: Loretta Coscia

Approved by:

RECOMMENDATION

Return of unused escrow in the amount of \$65.00

PREVIOUS ACTION

BACKGROUND

The applicant was granted a variance from the Zoning Board and all professionals have been paid.

FISCAL IMPACT

None

Attachments:

Return of escrow forms:

<i>For Internal Use</i>	
Township Committee Action	
Approve	Denied
Other	
Comments: _____	

RESOLUTION

BE IT RESOVED by the Mayor and Township Committee that the unused refundable escrow in the amount of \$65.00 posted by Yolanda Atzingen for Zoning Board Application be released.

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a Meeting held on November 22, 2016.

Maureen Doloughty, RMC
Holmdel Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 12

Meeting Date: November 22, 2016

Subject: Refund of Overpayment – Sewer Acct. # 2258135-0

Submitted by: Jill Stone, Assistant Tax Collector

Approved by: Jeanette M Larrison, CFO/CTC

RECOMMENDATION

Approve a resolution to refund a sewer overpayment to Zili Li, previous owner of 67 Laguna Hills Court - Sewer Account #2258135-0.

PREVIOUS ACTION

None

BACKGROUND

Zili Li paid \$115.00 for the 3rd quarter sewer bill on August 29, 2016. On September 6, a duplicate payment was received from Clear Skies Title Agency which resulted in an overpayment of \$115.00.

Zili Li is requesting a refund of \$115.00

FISCAL IMPACT

None

Attachments:

<u>For Internal Use</u>	
<i>Township Committee Action</i>	
Approve	Denied
Other	
Comments: _____	

RESOLUTION REFUNDING OVERPAYMENT OF SEWER UTILITY TAXES FOR 67 LAGUANA
HILLS COURT - SEWER ACCT. #2258135-0

WHEREAS, Zili Li, previous owner of 67 Laguna Hills Court, paid \$115.00 for the 3rd quarter 2016 sewer bill on August 29th; and

WHEREAS, a duplicate payment was received from Clear Skies Title Agency on September 6th which resulted in an overpayment of \$115.00;

NOW THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the Tax Collector is hereby authorized to refund the over-payment of \$115.00 to Zili Li.

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Holmdel Township Committee at a meeting held on November 22, 2016.

Maureen Doloughty, RMC
Township Clerk

TOWNSHIP COMMITTEE AGENDA ITEM # 13

Meeting Date: November 22, 2016

Subject: Refund the Permit Fee for Septic Permit #5569 - 9 Stevens Dr., Blk 10 Lot 15.07

Submitted by: Jill Stone, Assistant Tax Collector

Approved by: Jeanette M Larrison, CFO/CTC

RECOMMENDATION

Approve a resolution to refund the \$100.00 permit fee for Septic Permit #5569 to Johnny On The Spot, 3168 Bordentown Avenue, Old Bridge, NJ 08857

PREVIOUS ACTION

None

BACKGROUND

On September 14, 2016, Johnny On The Spot paid \$100.00 for Septic Permit #5569 to alter the septic system at 9 Stevens Drive, Blk 10 Lot 15.07. Subsequently, the homeowners decided not proceed with the alteration of the septic system. Therefore, Johnny On The Spot is requesting a refund of the septic permit fee.

FISCAL IMPACT

Attachments:

<u>For Internal Use</u>	
<i>Township Committee Action</i>	
Approve	Denied
Other	
Comments: _____	

RESOLUTION REFUNDING SEPTIC PERMIT FEE FOR 9 STEVENS DRIVE, BLOCK 10 Lot 15.07

WHEREAS, on September 14, 2016, Johnny On The Spot paid a \$100.00 permit fee for Septic Permit #5569 to alter the septic system at 9 Stevens Drive, Blk 10 L15.05; and

WHEREAS, subsequently, the homeowners decided not to proceed with the alteration of the septic system;

NOW THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the Tax Collector is hereby authorized to refund the \$100.00 septic permit fee to Johnny On The Spot, 3168 Bordentown Avenue, Old Bridge, NJ 08857.

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Holmdel Township Committee at a meeting held on November 22, 2016.

Maureen Doloughy, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 14

Meeting Date: November 22, 2016

Subject: Refund of Property Tax Overpayment – 86 Richmond Court South; Blk 52/Lot 19.02/CN094

Submitted by: Jill Stone, Assistant Tax Collector

Approved by: Jeanette M Larrison, CFO/CTC

RECOMMENDATION

Approve a resolution to refund property tax overpayment for 3rd Qtr. 2016 to Girija Ganti, owner of 86 Richmond Court South; Blk 52/Lot 19.02/NC094

PREVIOUS ACTION

None

BACKGROUND

Girija Ganti, owner of 86 Richmond Court South, refinanced her mortgage and established an escrow account with her mortgage company. She did not remove the Direct Withdrawal Authorization from her property tax account; therefore, the 3rd Qtr. property taxes were deducted from her checking accounting on August 8th. We received another payment for 3rd Qtr. taxes from her mortgage company via wire transfer on August 9th which resulted in an overpayment of \$2,115.05. Ms. Ganti is asking for a refund because her mortgage company will be paying future property taxes on her behalf.

FISCAL IMPACT

None

Attachments:

<u>For Internal Use</u>	
<i>Township Committee Action</i>	
Approve	Denied
Other	
Comments: _____	

RESOLUTION REFUNDING OVERPAYMENT OF PROPERTY TAXES FOR 86 RICHMOND
COURT SOUTH; BLK 52/LOT 19/02/CN094

WHEREAS Girija Ganti, owner of 86 Richmond Court South, refinanced her mortgage and established an escrow account with her mortgage company; and

WHEREAS, Ms. Ganti did not remove the Direct Withdrawal Authorization from her property tax account which resulted in the 3rd Qtr. 2016 property taxes being deducted from her checking account on August 8th; and

WHEREAS, payment for 3rd Qtr. 2016 property taxes was received from Ms. Ganti's mortgage company via wire transfer on August 9th, resulting in an overpayment of \$2,115.05;

NOW THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the Tax Collector is hereby authorized to refund the over-payment of \$2,115.05 to Girija Ganti.

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Holmdel Township Committee at a meeting held on November 22, 2016.

Maureen Doloughty, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 15

Meeting Date: November 22, 2016

Subject: Chapter 159; Special Items of Revenue-Grants

Submitted by: Jeanette M Larrison, CTC/CFO

Approved by:

RECOMMENDATION

Approve the below listed Chapter 159 budget insertions:

Body Armor 2016 \$ 3,868.34

PREVIOUS ACTION

BACKGROUND

FISCAL IMPACT

This grant offsets costs for the program as listed above

Attachments:

Resolution

<u>For Internal Use</u>	
<i>Township Committee Action</i>	
Approve	Denied
Other	
Comments: _____	

**RESOLUTION OF THE TOWNSHIP OF HOLMDEL, COUNTY OF MONMOUTH,
STATE OF NEW JERSEY, REQUESTING APPROVAL OF ITEMS OF REVENUE
AND ITEMS OF REVENUE AND APPROPRIATION NJSA 40A:4-87**

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Committee of the Township of Holmdel in the County of Monmouth, State of New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2016 in the sum of \$3,868.34, which is now available from Division of Criminal Justice in the amount of \$3,868.34.

BE IT FURTHER RESOLVED, that the like sum of \$3,868.34 is hereby appropriated under the caption Body Armor Grant 2016; and

BE IT FURTHER RESOLVED that the above is the result of funds from Body Armor Grant 2016 in the amount of \$3,868.34.

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Holmdel Township Committee at a meeting held on November 22, 2016.

Maureen Doloughty, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 16

Meeting Date: November 22, 2016
Subject: Botanical Cleanup-16 Telegraph Hill Road
Submitted by: Loni Lucina, Administrative Clerk/Code Enforcement Officer
Approved by: Donna M. Vleiro, Township Administrator

RECOMMENDATION

It is recommended that the Township Committee approve a resolution to place an additional lien on 16 Telegraph Hill Road for botanical cleanup of the property in order to maintain the appearance of the neighborhood and the values of property in the area.

PREVIOUS ACTION

A lien of \$2,200 was previously placed on the property on October 20, 2015 after a botanical clean-up on September 1, 2015.

BACKGROUND

In late summer--early fall 2016, complaints resurfaced about this property and in accordance with Ordinance 11-2.1 I contacted the property owner, the foreclosing bank and their attorney to have the property cleaned up and maintained on a regular basis. These requests went unanswered. I notified the property owner, the occupant of the dwelling and the foreclosing bank's attorney that the Township would be performing a cleanup of the property during the week of October 31st, 2016. On November 2, 2016 the public works department performed a botanical cleanup on the property resulting in a cost of time, material and equipment in the amount of \$483.50. Due to the hostility of the occupant of the dwelling the last time the property was cleaned up, I requested a police officer be on the property during the cleanup to ensure the safety of our employees. The cost of said officer was \$55.04. The total lien to be placed on the property is \$538.54.

FISCAL IMPACT

An additional lien in the amount of \$538.54 should be placed on the property.

Attachments:

- Resolution to allow Lien
Correspondence dated 8/18/2016
Correspondence dated 9/28/2016
Correspondence dated 10/4/2016
Correspondence dated 10/28/2016
DPW/Police Hours for cleanup 11/2/2016

For Internal Use
Township Committee Action
Approve Denied
Other
Comments:

RESOLUTION AUTHORIZING LIEN

WHEREAS, the Revised General Ordinances of the Township of Holmdel contain a section, Chapter XI, which outlines the requirements for Property Maintenance; and

WHEREAS, the purpose of Chapter XI is to protect the health, safety, and welfare, and preserve property values by establishing minimum standards governing the maintenance, appearance, and condition of residential and non residential properties; and

WHEREAS, Holmdel Township's Property Maintenance Code Section 11-2.1 states "*Except as otherwise provided by subsection 11-1.5c, it shall be the duty of the owner, tenant or person in possession of any dwelling or lands in the Township, except for dedicated conservation easements, to keep the lands free of brush, weeds, grass of six (6) inches or higher, heavily matted cut grass, dead and dying trees, stumps, roots, obnoxious growths, filth, garbage, litter, trash and debris, and any solid waste stored in such a way that is accessible to and likely to be strewn about by animals such as but not limited to dogs, cats, raccoons, birds or rodents, where the same are inimical to the preservation of public health, safety and general welfare of the Township, or which may constitute a fire hazard.*"; and

WHEREAS, in late summer/early fall the Code Enforcement Officer received a complaint stating that 16 Telegraph Hill Road had very bad poison ivy growth and the property was not maintained; and

WHEREAS, the Code Enforcement Officer inspected the property and sent the property owner, the foreclosing bank and their attorney, and the occupant of the dwelling a certified notice of the violation; and

WHEREAS, on November 2, 2016 the Public Works Department performed a botanical cleanup on the property resulting in a cost of time, material, and equipment in the amount of \$483.50; and

WHEREAS, due to the hostility of the occupant of the dwelling during the last cleanup, the Code Enforcement Officer requested a Police Officer be on the property during the cleanup to ensure the safety of the DPW employees at a cost of \$55.04.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee that a lien of \$538.54 be placed on the property located at 16 Telegraph Hill Road, Holmdel, NJ.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to the Holmdel Township Tax Collector.

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on November 22, 2016.

Maureen Doloughy, RMC
Township Clerk

Loni Lucina

From: Jeff Smith
Sent: Wednesday, November 02, 2016 12:58 PM
To: Victor Stevens
Cc: Loni Lucina
Subject: Lien Hours / #16 Telegraph Hill Road Holmdel, NJ 07733

Date: 11.02.2016
Location: #16 Telegraph Hill Road Holmdel, NJ 07733
Re: Yard/Botanical Clean up of Residential Property

Hours: 7am-9:30am (2.5 hrs total)

Crew:	M Cutrona @ \$31.00 per hour x 2.5 hrs	=	\$77.50
	D Alden @ @ \$16.00 per hour x 2.5 hrs	=	\$40.00
	S Bittner @ \$16.00 per hour x 2.5 hrs	=	\$40.00
	J Brescia @ \$16.00 per hour x 2.5 hrs	=	\$40.00

Vehicles:	Ford F250 Pick up Truck #11 @ \$25.00 per hour x 2.5 hrs	=	\$62.50
	Ford Mason Dump Truck #12 @ \$25.00 per hour x 2.5 hrs	=	\$62.50

Equipment:	21" snapper Push Mower @ \$10.00 per hour x 2.5 hrs	=	\$25.00
	21" Snapper Push Mower w/bagger @ \$10.00 per hour x 2.5 hrs	=	\$25.00
	Stihl Line Trimmer @ \$8.00 per hour x 2.5 hrs	=	\$20.00
	Stihl Line Trimmer @ \$8.00 per hour x 2.5 hrs	=	\$20.00
	Stihl Line Trimmer @ \$8.00 per hour x 2.5 hrs	=	\$20.00
	Stihl Back Pack Leaf Blower @ \$8.00 per hour x 2.5 hrs	=	\$20.00
	Stihl Back Pack Leaf Blower @ \$8.00 per hour x 2.5 hrs	=	\$20.00

Misc:	Unleaded Gas 3 gallon	=	\$ 9.00
	2-Cycle Gas/oil Mixture .5 gallon	=	\$ 2.00

Total: \$783.50

/js 11.02.2016

Loni Lucina

From: Liz Bird [ebird@holmdelpolice.org]
Sent: Thursday, November 03, 2016 11:22 AM
To: Victor Stevens; Loni Lucina
Subject: RE: Lien Hours / #16 Telegraph Hill Road Holmdel, NJ 07733

Loni,

It's one officer for 2 hours @\$27.52 = \$55.04

Liz

From: Victor Stevens [mailto:vstevens@holmdeltownship-nj.com]
Sent: Wednesday, November 02, 2016 1:07 PM
To: Loni Lucina <lucina@holmdeltownship-nj.com>
Cc: Liz Bird <ebird@holmdelpolice.org>
Subject: FW: Lien Hours / #16 Telegraph Hill Road Holmdel, NJ 07733

Loni

The Police will have a cost to add.

Victor P. Stevens, Jr.
Director of Infrastructure and Operations
Holmdel Township
Tele: 732-946-2820 x 1952
Fax: 732-946-8809

Want to stay up to date on what is going on in Holmdel?

Visit www.holmdeltownship-nj.com/list.aspx and sign up for notices and alerts. You will be able to customize what notices and alerts you will receive.

From: Jeff Smith
Sent: Wednesday, November 02, 2016 12:56 PM
To: Victor Stevens
Cc: Loni Lucina
Subject: Lien Hours / #16 Telegraph Hill Road Holmdel, NJ 07733

Date: 11.02.2016
Location: #16 Telegraph Hill Road Holmdel, NJ 07733
Re: Yard/Botanical Clean up of Residential Property

Hours: 7am-9:30am (2.5 hrs total)

Crew: M Cutrona @ \$31.00 per hour x 2.5 hrs = \$77.50
D Alden @ @ \$16.00 per hour x 2.5 hrs = \$40.00
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J Brescia @ \$16.00 per hour x 2.5 hrs = \$40.00

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Equipment:	21" snapper Push Mower @ \$10.00 per hour x 2.5 hrs	=	\$25.00
	21" Snapper Push Mower w/bagger @ \$10.00 per hour x 2.5 hrs	=	\$25.00
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	Stihl Line Trimmer @ \$8.00 per hour x 2.5 hrs	=	\$20.00
	Stihl Line Trimmer @ \$8.00 per hour x 2.5 hrs	=	\$20.00
	Stihl Back Pack Leaf Blower @ \$8.00 per hour x 2.5 hrs	=	\$20.00
	Stihl Back Pack Leaf Blower @ \$8.00 per hour x 2.5 hrs	=	\$20.00
Misc:			
	Unleaded Gas 3 gallon	=	\$ 9.00
	2-Cycle Gas/oil Mixture .5 gallon	=	<u>\$ 2.00</u>
Total:			<u>578.50</u>

/js 11.02.2016

Holmdel Township

Tel: 732-946-2820

4 Crawfords Corner Road
Holmdel, New Jersey 07733
CODE ENFORCEMENT OFFICE

Fax: 732-975-9774

Via Certified Mail RRR and First Class Mail

October 28, 2016

Selene Finance LP
c/o McCabe Wesbert & Conway PC
216 Haddon Avenue, Suite 201
Westmont, NJ 08108

Re: 16 Telegraph Hill Road
Holmdel, NJ

Dear Sir/Madam:

This shall serve as a follow-up to my letter to you dated October 4, 2016 (received by your firm on October 6, 2016) wherein I advised you that the above property is in violation of the Township's Property Maintenance Ordinance. Please be advised that due to the necessity of an immediate cleanup of the above property, Holmdel Township Public works will be on the property during the week of October 31, 2016 in order to clean up the hazardous conditions that exist in the yard.

Sincerely,



Loni Lucina
Code Enforcement Officer

/s/

cc: Willa Dios (Via Certified Mail RRR and First Class Mail)
Michael Dios (Via Certified Mail RRR and First Class Mail)
Victor Stevens, Director of Operations and Infrastructure

Holmdel Township

Tel: 732-946-2820

4 Crawfords Corner Road

Fax: 732-975-9774

Holmdel, New Jersey 07733
CODE ENFORCEMENT OFFICE

Via Certified Mail RRR and First Class Mail

October 4, 2016

Selene Finance LP c/o
McCabe, Weisberg & Conway PC
216 Haddon Avenue, Suite 201
Westmont, NJ 08108

Re: Selene Finance LP v Willa J. Dios and Mr. Dios, husband of Willa J. Dios
16 Telegraph Hill Road (Block 41, Lot 25)
Holmdel, New Jersey

Dear Sir/Madam:

Please be advised that I am receiving a number of complaints from the neighbors residing in the neighborhood regarding the condition of the above property, which is in need of upkeep, is becoming a health hazard and is in violation of the Holmdel Township Property Maintenance Ordinance which reads as follows:

11-2.1 Duties of Owners and Tenants.

Except as otherwise provided by subsection 11-1.5c, it shall be the duty of the owner, tenant or person in possession of any dwelling or lands in the Township, except for dedicated conservation easements, to keep the lands free of brush, weeds, grass of six (6) inches or higher, heavily matted cut grass, dead and dying trees, stumps, roots, obnoxious growths, filth, garbage, litter, trash and debris, and any solid waste stored in such a way that is accessible to and likely to be strewn about by animals such as but not limited to dogs, cats, raccoons, birds or rodents, where the same are inimical to the preservation of public health, safety and general welfare of the Township, or which may constitute a fire hazard. (Ord. No. 96-40 § I)

11-2.2 Notice to Owners and Tenants.

If the reported conditions are found to exist, after an investigation of any complaint of a resident, officer, or employee of the Township relative to a violation of this section or upon his own initiative, the Code Enforcement Officer or his/her designee shall direct that a notice be sent to the owner, tenant or person in possession of the dwelling or land complained of in writing either personally or by registered or certified mail to remove such brush, weeds, grass, dead or dying trees, stumps, roots, obnoxious growth, filth, garbage, trash or other debris within a period not less than seventy-two (72) hours nor more than ten (10) days. Notwithstanding the foregoing, it if shall appear to the Code Enforcement Officer or his designee that a second or subsequent violation of this section has occurred within a six (6) month period as to the same property, the notice requirements of this section shall not be applicable unless during that six (6) month period the legal title to the property shall have changed or possession of same shall have been changed. In such

case involving an alleged second or subsequent violation, the Code Enforcement Officer may issue a notification demanding immediate abatement of the condition and/or issue a summons for the violation of this section without any further notification. (Ord. No. 96-40 § 1)

In accordance with the attached notice dated June 9, 2016, I am to contact your firm concerning property maintenance complaints. Please have the property immediately cleaned up, failure to do so will result in a Summons being issued as outlined in the above Ordinance.

Thank you for your cooperation.

Sincerely,

A handwritten signature in cursive script, appearing to read "Loni Lucina".

Loni Lucina
Code Enforcement Officer

Enc.

U.S. Postal Service
CERTIFIED MAIL RECEIPT
(Domestic Mail Only; No Insurance Coverage Provided)

For delivery information, visit our website at www.usps.com

OFFICIAL USE

Postage \$	Postmark Here
Certified Fee	
Return Receipt Fee (Endorsement Required)	
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees \$	

0490 2027 2000 005E 1102

Sent To Selene Finance LP c/o
 Street, Apt. No., or PO Box No. McCabe Weisberg + Conway
 City, State, ZIP+4 Westmont NJ 08108

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:
Selene Finance LP c/o
McCabe Weisberg + Conway PC
216 Hadden Ave Ste 201
Westmont NJ 08108



9590 9403 0726 5196 5286 88

2. Article Number/Reference Number
 7011 3500 0002 2027 0840

COMPLETE THIS SECTION ON DELIVERY

A. Signature
 x B. Bart Agent
 Addressee

B. Received by (Printed Name) B. Bart G. Date of Delivery 10/6/16

D. Is delivery address different from item 1? Yes
 If YES, enter delivery address below: No

3. Service Type

<input type="checkbox"/> Adult Signature	<input type="checkbox"/> Priority Mail Express®
<input type="checkbox"/> Adult Signature Restricted Delivery	<input type="checkbox"/> Registered Mail™
<input checked="" type="checkbox"/> Certified Mail®	<input type="checkbox"/> Registered Mail Restricted Delivery
<input type="checkbox"/> Certified Mail Restricted Delivery	<input type="checkbox"/> Return Receipt for Merchandise
<input type="checkbox"/> Collect on Delivery	<input type="checkbox"/> Signature Confirmation™
<input type="checkbox"/> Delivery Restricted Delivery	<input type="checkbox"/> Signature Confirmation - Restricted Delivery
<input type="checkbox"/> Delivery Restricted Delivery (over \$500)	

Holmdel Township

Tel: 732-946-2820

4 Crawfords Corner Road

Fax: 732-975-9774

Holmdel, New Jersey 07733
CODE ENFORCEMENT OFFICE

Via Certified Mail RRR and First Class Mail

September 28, 2016

SECOND NOTICE

Lynne Davies
Selene Finance LP
2 Hollywood Boulevard North Suite 8
Forked River, NJ 08731

Re: 16 Telegraph Hill Road
Holmdel, New Jersey

Dear Ms. Davies:

Please be advised that I am still receiving a number of complaints from the neighbors residing in the neighborhood regarding the condition of the above property, which is in need of upkeep, is becoming a health hazard and is in violation of the Holmdel Township Property Maintenance Ordinance which reads as follows:

11-2.1 Duties of Owners and Tenants.

Except as otherwise provided by subsection 11-1.5c, it shall be the duty of the owner, tenant or person in possession of any dwelling or lands in the Township, except for dedicated conservation easements, to keep the lands free of brush, weeds, grass of six (6) inches or higher, heavily matted cut grass, dead and dying trees, stumps, roots, obnoxious growths, filth, garbage, litter, trash and debris, and any solid waste stored in such a way that is accessible to and likely to be strewn about by animals such as but not limited to dogs, cats, raccoons, birds or rodents, where the same are inimical to the preservation of public health, safety and general welfare of the Township, or which may constitute a fire hazard. (Ord. No. 96-40 § 1)

11-2.2 Notice to Owners and Tenants.

If the reported conditions are found to exist, after an investigation of any complaint of a resident, officer, or employee of the Township relative to a violation of this section or upon his own initiative, the Code Enforcement Officer or his/her designee shall direct that a notice be sent to the owner, tenant or person in possession of the dwelling or land complained of in writing either personally or by registered or certified mail to remove such brush, weeds, grass, dead or dying trees, stumps, roots, obnoxious growth, filth, garbage, trash or other debris within a period not less than seventy-two (72) hours nor more than ten (10) days. Notwithstanding the foregoing, it if shall appear to the Code Enforcement Officer or his designee that a second or subsequent violation of this section has occurred within a six (6) month period as to the same property, the notice requirements of this section shall not be applicable unless during that six (6) month period the legal title to the property shall have changed or possession of same shall have been changed. In such case involving an alleged second or subsequent violation, the Code Enforcement Officer may issue

a notification demanding immediate abatement of the condition and/or issue a summons for the violation of this section without any further notification. (Ord. No. 9640 § I)

I am told that the property is now vacant and in accordance with the attached notice dated June 9, 2016, I am to contact you concerning code violations. Please have the property immediately cleaned up, failure to do so will result in a Summons being issued as outlined in the above Ordinance.

Thank you for your cooperation.

Sincerely,

A handwritten signature in cursive script that reads "Loni Lucina".

Loni Lucina
Code Enforcement Officer

Enc.

HOLMDEL TOWNSHIP
4 Crawfords Corner Road
Holmdel, N.J. 07733

CERTIFIED MAIL

7011 3500 0002 2027 0925



U.S. POSTAGE PINEY BOWES
ZIP 07733 \$006.46⁵
02 1W
0001401804 SEP. 28 2016

Lynne Davies
Selene Finance LP
2 Hollywood B
Forked River, NJ

NIXIE

076 FE 1

0919/01/16

RETURNED TO SENDER
ATTEMPTED TO FORWARD
UNABLE TO FORWARD

930410055281920

ANK

EC: 07733190804

*0351-04413-28-41

HOLMDEL TOWNSHIP
4 Crawfords Corner Road
Holmdel, N.J. 07733

Lynne Davies
Selene Finance LP
2 Hollywood Bc
Forked River, N

NIXIE

076 FE 1

RETURN TO SENDER
ATTEMPTED TO FORWARD
UNABLE TO FORWARD

U.S. POSTAGE PINEY BOWES
ZIP 07733 \$000.46⁵
02 1W
0001401804 SEP. 28. 2016

ANK EC: 07733190804 *0351-04415-28-41

Holmdel Township

Tel: 732-946-2820

4 Crawfords Corner Road

Fax: 732-975-9774

Holmdel, New Jersey 07733
CODE ENFORCEMENT OFFICE

Via Certified Mail RRR and First Class Mail

August 18, 2016

Lynne Davies
Selene Finance LP
2 Hollywood Boulevard North Suite 8
Forked River, NJ 08731

**Re: 16 Telegraph Hill Road
Holmdel, New Jersey**

Dear Ms. Davies:

Please be advised that I am receiving a number of complaints from the neighbors residing in the neighborhood regarding the condition of the above property, which is in need of upkeep, is becoming a health hazard and is in violation of the Holmdel Township Property Maintenance Ordinance which reads as follows:

11-2.1 Duties of Owners and Tenants.

Except as otherwise provided by subsection 11-1.5c, it shall be the duty of the owner, tenant or person in possession of any dwelling or lands in the Township, except for dedicated conservation easements, to keep the lands free of brush, weeds, grass of six (6) inches or higher, heavily matted cut grass, dead and dying trees, stumps, roots, obnoxious growths, filth, garbage, litter, trash and debris, and any solid waste stored in such a way that is accessible to and likely to be strewn about by animals such as but not limited to dogs, cats, raccoons, birds or rodents, where the same are inimical to the preservation of public health, safety and general welfare of the Township, or which may constitute a fire hazard. (Ord. No. 96-40 § I)

A lien of \$2,200 has already been placed on the property due to the Township cleaning this property up once already last year around this same time. The Township is not in a position to continue maintaining this property. Since a Summons and complaint in foreclosure was filed on June 9, 2016, I am requesting that you, as the in State representative, immediately have grass mowed and eradicate the poison ivy which is overtaking the property and growing into the neighbors' property. Failure to do so will result in a Summons.

Thank you for your cooperation.

Sincerely,

Loni Lucina
Code Enforcement Officer

LAW OFFICES
McCABE, WEISBERG & CONWAY, P.C.

C:31 ✓
GENIL
FORECLOSURE
CC: TANK
LOVI

SUITE 210
145 HUCQUENOT STREET
NEW ROCHELLE, NY 10801
(914) 636-8900
FAX (914) 636-8901

SUITE 201
216 HADDON AVENUE
WESTMONT, NJ 08108
(856) 858-7080
FAX (856) 858-7020

SUITE 2809
1 HUNTINGTON QUADRANGLE,
MELVILLE, NY 11747
(631) 812-4084
FAX (631) 845-2584

SUITE 1400
123 S. BROAD STREET
PHILADELPHIA, PA 19109
(215) 790-1010
FAX: (215) 790-1274

SUITE 102
1407 FOULK ROAD
FOULKSTONE PLAZA
WILMINGTON, DE 19803
(302) 409-3520
FAX 855-423-1980

June 9, 2016

VIA Regular US Mail
Maureen Doloughy
Holmdel Township
4 Crawford's Corner Road
Holmdel, NJ 07733-0410

Re: Notice of Filing of Summons and Complaint in Foreclosure
Lender: Selene Finance LP v. Willa J. Dios and Mr. Dios, Husband of Willa J. Dios
Account/Loan Number:
Mortgaged Property: 16 Telegraph Hill Road, Holmdel, New Jersey 07733
Lot & Block Block: 41 Lot: 25

Dear Maureen Doloughy,

Please be advised that on June 6, 2016 a Summons and Complaint in an action to foreclose on a mortgage were filed against the above-captioned property. Please forward all complaints of property maintenance, code violations, or any other documents that need to be served upon the plaintiff/lender to:

Selene Finance LP d/o,
McCABE, WEISBERG & CONWAY, P.C.
216 Haddon Avenue, Suite 201
Westmont, NJ 08108
Telephone: 856-858-7080

The undersigned, located at the above address within the State of New Jersey, is authorized to accept service on behalf of the plaintiff/creditor. Please note that the mortgage premises is not an affordable unit pursuant to the "Fair Housing Act."

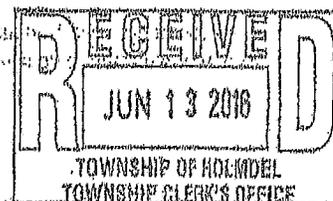
In the event the above property becomes vacant and abandoned, the in-State representative or agent responsible for the care, maintenance, security, and upkeep of the exterior of the property is:

Selene
2 Hollywood Boulevard North Suite 8
Forked River, NJ 08731
Contact: Lynnea Davies x 16 George Terebinsky x 12 - 609 756 0377

Should you have any questions or require additional information, please feel free to contact our office.

MCCABE, WEISBERG AND CONWAY, P.C.

/s/ Christopher J. Kelleher, Esq.



*This is a communication from a debt collector.
This letter may be an attempt to collect a debt and any information obtained will be used for that purpose.*

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 17

Meeting Date: November 22, 2016

Subject: Refunds

Submitted by: Laurie LaRussa

Approved by: Bob Ward

RECOMMENDATION

It is recommended that the Committee Adopt the following resolutions ~

PREVIOUS ACTION

Routine refunds for cancellation of classes, weddings, memberships and or security deposit refunds.

BACKGROUND

In accordance with the CFO guidelines the following refunds are submitted:

FISCAL IMPACT

Jill Alintoff ~ Security Deposit SCC	\$250.00
Julie Comito ~ HF vendor refund (entire event)	\$400.00
Susan Cook ~ SD Bayonet Farm	\$1,000.00
Joe Benincasa ~ Liquor SD Bayonet Farm	\$500.00

Attachments:

<u>For Internal Use</u>	
<i>Township Committee Action</i>	
Approve	Denied
Other	
Comments: _____	

RESOLUTION

BE IT RESOVED by the Mayor and Township Committee that the following Recreation Department Fees be returned:

FISCAL IMPACT

Jill Alintoff ~ Security Deposit SCC	\$250.00
Julie Comito ~ HF vendor refund (entire event)	\$400.00
Susan Cook ~ SD Bayonet Farm	\$1,000.00
Joe Benincasa ~ Liquor SD Bayonet Farm	\$500.00

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a Meeting held on November 22, 2016.

Maureen Doloughy, RMC
Township Clerk

TOWNSHIP COMMITTEE AGENDA ITEM # 18

Meeting Date: November 22, 2016

Subject: **Rescind Resolution Authorizing the Option to Renew the Operation and Maintenance of the Sewer System**

Submitted by: Barbara Kovelesky, QPA

Approved by: Donna M. Vieiro, Township Administrator

RECOMMENDATION

It is recommended the Township Committee rescind the Resolution adopted at the October 25, 2016 Township Committee meeting exercising the option to renew the above referenced Contract for the 2017 term. The option to renew this Contract was improvidently exercised.

PREVIOUS ACTION

BACKGROUND

The decision was made to bid the 2017 Contract.

FISCAL IMPACT

Attachments:

Resolution

<u>For Internal Use</u>		
<i>Township Committee Action</i>		
Approve	Denied	Other
Comments: _____		

Date Delegated: _____		
Signature: _____		

RESOLUTION

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the Resolution Exercising the Option to Renew the Contract with Stantec Consulting Services, Inc for the Maintenance and Operation of the Sanitary Sewer System be rescinded.

BE IT FURTHER RESOLVED that the above mentioned Resolution was improvidently exercised and the contract will be rebid.

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at the Regular Meeting held on November 22, 2016.

Maureen Doloughty, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 19

Meeting Date: November 22, 2016
Subject: Award of Contract – Lawn & Field Maintenance Services
Submitted by: Barbara Kovelesky, QPA
Approved by: Donna M. Vieiro, Township Administrator

RECOMMENDATION

It is recommended the Township Committee award the above referenced contract to Clintar Landscape Management Services in the amount of \$125,974.00 for services at various park sites.

PREVIOUS ACTION

BACKGROUND

Bids were received on November 3, 2016 for Lawn and Field Maintenance Services. The maintenance contract represents services for Township owned parks including Ackerson Park, Allocco Park, Cross Farm Park, Labbe Park, Phillips Park and Veterans Park. The award of contract was based on the total of year 1 and the option year. The following represents the bid results:

Table with 4 columns: Lawn & Field Maintenance, 2017, 2018, Total. Rows include Clintar Perrineville, NJ; Natural Green Lawn Care Florham Park, NJ; and Tru Green Farmingdale, NJ.

The Director of Infrastructure & Operations concurs with the recommendation of award.

FISCAL IMPACT

If awarded as recommended, the fiscal impact will be \$62,987.00 for the 2017 contract year.

Attachments:

Resolution

For Internal Use
Township Committee Action
Approve Denied Other
Comments: _____

RESOLUTION AWARDING CONTRACT

WHEREAS, bids were received on November 3, 2016 at the Municipal Building, Crawfords Corner Road, Holmdel, New Jersey for Lawn and Field Maintenance Services; and

WHEREAS, the following bids were received:

Contractor	Amount		
	<u>2017</u>	<u>2018</u>	<u>Total</u>
Clintar Perrineville, NJ	62,987.00	62,987.00	125,974.00
Natural Green Lawn Care Florham Park, NJ	99,998.50	99,998.50	199,997.00
Tru Green Farmingdale, NJ	62,130.00	65,100.00	127,230.00

and

WHEREAS, the Township Qualified Purchasing Agent has recommended an award be made to; and

WHEREAS, the Chief Financial Officer has certified to the Township Clerk that funds are available.

NOW, THEREFORE BE IT RESOLVED that the Township Committee of the Township of Holmdel hereby awards a contract to Clintar in accordance with the bid documents in the amount of \$125,974.00 .

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Township Clerk to be a true copy be forwarded to Clintar, the Township Chief Financial Officer, Township Administrator, Township Engineer, and to each of the unsuccessful bidders together with a return of any bid security.

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel, do hereby certify that the above is a true copy of the Resolution adopted by the Holmdel Township Committee at a meeting held on November 22, 2016.

Maureen Doloughty, RMC
Township Clerk

TOWNSHIP COMMITTEE AGENDA ITEM # 20

Meeting Date: November 22, 2016

Subject: **Municipal Alliance Fiscal Grant**

Submitted by: Wendy Patrovich

Approved by:

RECOMMENDATION

It is recommended the Township Committee adopt the attached Resolution.

PREVIOUS ACTION

The Township applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Monmouth.

BACKGROUND

The Holmdel Alliance was approved by the Governor's Council for a Municipal Alliance Grant for the period of July 1, 2014 through June 30, 2019.

FISCAL IMPACT

Attachments:

Resolution

<i>For Internal Use</i>	
Township Committee Action	
Approve	Denied
Other	
Comments: _____	

RESOLUTION
GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE
FISCAL GRANT CYCLE JULY 2014 – JUNE 2019

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey; and

WHEREAS, the Township Committee of the Township of Holmdel, County of Monmouth, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and

WHEREAS, the Township Committee of the Township of Holmdel further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and

WHEREAS, Township Committee of the Township of Holmdel has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Monmouth

NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of Holmdel, County of Monmouth, State of New Jersey hereby recognizes the following:

1. Township Committee of the Township of Holmdel does hereby authorize submission of a strategic plan for the Holmdel Municipal Alliance grant for the fiscal year July 1, 2015 through June 30, 2016 in the amount of:

DEDR	\$43,760.00
Cash Match	\$10,940.00
In-Kind	\$32,820.00

2. Township Committee of the Township of Holmdel acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on November 22, 2016.

Maureen Doloughy, RMC
Township Clerk

FORM 1A

FOR COUNTY USE ONLY
Approved: _____ YES _____ NO
Date: _____

STRATEGIC PLAN FOR FUNDING MUNICIPAL ALLIANCES

Grant Year: 2018

APPLICANT MUNICIPALITY/IES: HOLMDEL	COUNTY: Monmouth
ALLIANCE NAME: Holmdel Alliance	ALLIANCE WEBSITE: www.holmdeltownship-nj.com
ALLIANCE STREET ADDRESS: 4 Crawfords Corner Road TOWN: Holmdel STATE: NJ ZIP: 07733	
TELEPHONE: (732) 946-4330 Ext. 1214	FAX: (732) 946-0116
ALLIANCE CHAIRPERSON: Stephanie Zielasnicki STREET ADDRESS: 4 Crawfords Corner Road TOWN: Holmdel STATE: NJ ZIP: 07733 EMAIL: SLNally@msn.com	ALLIANCE COORDINATOR: Barbara Hilliard STREET ADDRESS: 4 Crawfords Corner Road TOWN: Holmdel STATE: NJ ZIP: 07733 EMAIL: bhilliard51@comcast.net
DATE OF RESOLUTION AUTHORIZING THE STRATEGIC PLAN (MM/DD/YYYY): / /	

- A) Alliance DEDR Allocation \$ 43,760.00
- B) Cash Match (must be 25% of DEDR Allocation) \$ 10,940.00
- C) In-Kind Match (must be 75% of the DEDR Allocation) \$ 32,820.00
- TOTAL ALLIANCE BUDGET (add A+ B+C) \$ 87,520.00

Township of Holmdel Eric Hinds

*MUNICIPALITY NAME/ MAYOR SIGNATURE

*MUNICIPALITY NAME/TITLE OF GOVERNING BODY REPRESENTATIVE SIGNATURE

*MUNICIPALITY NAME/TITLE OF GOVERNING BODY REPRESENTATIVE SIGNATURE

Stephanie Zielazinicki

ALLIANCE CHAIRPERSON SIGNATURE DATE
Stephanie Zielazinicki Nov. 15, 2018

*** If a municipality is part of a consortium, a signature and resolution is required from all participating municipalities entering into the agreement. Signatures hereby accept all components of this grant including membership terms, Statement of Assurances and Fiscal Requirements.**

**FORM 8
ALLIANCE BUDGET**

Alliance Name: Holmdel County: Monmouth Grant Year: FY2018 Last Updated: 9-Jul-14

PROGRAM	DEDR AWARD TOTAL	DEDR		CASH MATCH	IN-KIND	PROGRAM TOTAL
		PERSONNEL/TWP EMPLOYEE	OTHER DIRECT COST			
Alliance Coordination	6,312.00	6,312.00		6,300.00	5,200.00	17,812.00
Parent Ed., Assist, Referral	4,900.00	1,400.00	2,000.00	500.00	2,070.00	7,470.00
Community Awareness	5,747.00	2,100.00	3,647.00	1,025.00	6,390.00	13,162.00
Empowering Youth	10,830.00	7,900.00	1,680.00	1,395.00	8,460.00	20,685.00
Peer Leadership	6,471.00	1,000.00	4,500.00	1,720.00	5,500.00	13,691.00
Camp Fire USA	9,500.00	500.00	9,000.00		5,200.00	14,700.00
	0.00					0.00
	0.00					0.00
	0.00					0.00
	0.00					0.00
	0.00					0.00
	0.00					0.00
	0.00					0.00
	0.00					0.00
	0.00					0.00
TOTAL EXPENSES	43,760.00	19,212.00	17,180.00	10,940.00	32,820.00	87,570.00

BUDGET MODIFICATION

TO:

FROM:	Program Name	Category*	Amount Moved	Program Name	Category*	Amount Moved

* Category must be one of the following: DEDR Personnel/Twp. Employee, DEDR Consultant, DEDR Other Direct Cost, Cash Match, or In-Kind

Justification:

Alliance Chairperson _____ Date _____
 Municipal CFO _____ Date _____
 County Alliance Coordinator _____ Date _____
 GCADA, Director of Prevention and Training _____ Date _____

**** SIGNATURES ONLY REQUIRED FOR BUDGET MODIFICATION ****

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 21

Meeting Date: November 22, 2016

Subject: Resolution supporting the painting of "Thin Blue Line"

Submitted by: Wendy L. Patrovich

Approved by:

RECOMMENDATION

It is recommended The Township Committee adopt the resolution.

PREVIOUS ACTION

None

BACKGROUND

The attached Resolution supports the painting of the Thin Blue Line in support of Monmouth County Law Enforcement.

FISCAL IMPACT

None

Attachments:

Resolution

RESOLUTION SUPPORTING THE PAINTING OF A THIN BLUE LINE IN SUPPORT
OF MONMOUTH COUNTY LAW ENFORCEMENT

WHEREAS, the "Thin Blue Line" is a universal symbol to law enforcement, used not only to commemorate fallen law enforcement officers but also to represent the shared commitment of all of those who choose to protect their communities every day; and

WHEREAS, many municipalities throughout the State of New Jersey have chosen to display their support for their local law enforcement by painting a thin blue line on a main road in their respective municipality; and

WHEREAS, the Board of Chosen Freeholders of the County of Monmouth share in this sentiment and support the painting of a thin blue line in support of the law enforcement community in Monmouth County.

NOW, THEREFORE, BE IT RESOLVED that the Board of Chosen Freeholders of the County of Monmouth strongly supports the symbolic painting of a thin blue line in support of the law enforcement community in Monmouth County

BE IT FURTHER RESOLVED that the Clerk forward a certified true copy of this resolution to the Monmouth County Sheriff; Monmouth County Prosecutor; County Administrator; County Counsel; Director of Public Works & Engineering; County Engineer; all other Boards of Chosen Freeholders and all Monmouth County Municipalities.

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Holmdel Township Committee at a meeting held on November 22, 2016.

Maureen Doloughty, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 22

Meeting Date: November 22, 2016

Subject: Refunds

Submitted by: Laurie LaRussa

Approved by: Bob Ward

RECOMMENDATION

It is recommended that the Committee Adopt the following resolutions ~

PREVIOUS ACTION

BACKGROUND

In accordance with the CFO guidelines the following refunds are submitted:

FISCAL IMPACT

Harvest Festival vendor refunds:

Barbara Ann Mitchell	\$25.00
Country Fresh Foods	\$25.00
Dawn Barreiros	\$75.00
Debbie Hughs	\$200.00
Demetrius L. Patterson	\$50.00
Doreen Merritt	\$25.00
DTS Beauty LLC	\$75.00
Erika Roth	\$25.00
Frezy's Concessions, LLC	\$200.00
Goldy's Ice Cream	\$200.00
La Ginestra Ristorante	\$200.00
Luis Caguana	\$200.00
Lulamamas LLC	\$75.00
Megan Sakowski	\$50.00
Michael Calabria	\$75.00
Michelle Honauer	\$25.00
Paws Pet Boutique	\$25.00
Phyllis Katz	\$75.00
Saker ShopRites, Inc.	\$200.00
Sea You Again, LLC	\$50.00
Stacey Lependorf	\$25.00
Tony's Italian Sausage	\$200.00

Attachments:

<u>For Internal Use</u>	
<i>Township Committee Action</i>	
Approve	Denied
Other	
Comments: _____	

RESOLUTION

BE IT RESOVED by the Mayor and Township Committee that the following refunds be approved due to cancellation of Harvest Fest:

FISCAL IMPACT

Harvest Festival vendor refunds:

Barbara Ann Mitchell	\$25.00
Country Fresh Foods	\$25.00
Dawn Barreiros	\$75.00
Debbie Hughs	\$200.00
Demetrius L. Patterson	\$50.00
Doreen Merritt	\$25.00
DTS Beauty LLC	\$75.00
Erika Roth	\$25.00
Frezy's Concessions, LLC	\$200.00
Goldy's Ice Cream	\$200.00
La Ginestra Ristorante	\$200.00
Luis Caguana	\$200.00
Lulamamas LLC	\$75.00
Megan Sakowski	\$50.00
Michael Calabria	\$75.00
Michelle Honauer	\$25.00
Paws Pet Boutique	\$25.00
Phyllis Katz	\$75.00
Saker ShopRites, Inc.	\$200.00
Sea You Again, LLC	\$50.00
Stacey Lependorf	\$25.00
Tony's Italian Sausage	\$200.00

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a Meeting held on November 22, 2016.

Maureen Doloughty, RMC
Township Clerk

TOWNSHIP COMMITTEE AGENDA ITEM # 23

Meeting Date: November 22, 2016
Subject: Option to Renew – Janitorial Services
Submitted by: Barbara Kovelesky, QPA
Approved by: Donna M. Vieiro, Township Administrator

RECOMMENDATION

It is recommended the Township Committee exercise the option to renew the contract for janitorial services with First Community Development Corporation of New Jersey, Inc. in the amount of \$46,100.44 for the period January 1, 2017 – December 31, 2017.

PREVIOUS ACTION

None

BACKGROUND

The contract was awarded for a term of one year with the option to renew for an additional one year term. This contract is exempt from public bidding (N.J.S.A.40A:11-5(n) as it is considered a Sheltered Workshop. The services include cleaning of the Municipal Building, the Senior/Community Center, seasonal cleaning of the restrooms at Cross Farm Park and Bayonet Farm and the office at DPW.

FISCAL IMPACT

The fiscal impact will be \$ 46,100.44 for the 2017 contract year. This contract price represents an increase of 2% above the 2016 contract.

Attachments:

Resolution

<u>For Internal Use</u>		
<i>Township Committee Action</i>		
Approve	Denied	Other
Comments: _____		

Date Delegated: _____		
Signature: _____		

RESOLUTION

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the contract for cleaning services be awarded to First Community Development for the Municipal Building (including Police Station and Library), the Senior/Community Center, and seasonal cleaning of restrooms at Cross Farm Park and Bayonet Farm and the office at DPW n the amount \$46,100.44 for a period of January 1, 2017 through December 31, 2017

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on November 22, 2016.

Maureen Doloughy, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 24

Meeting Date: November 22, 2016

Subject: **Ordinance 2016-14**

Submitted by: Maureen Doloughy

Approved by:

RECOMMENDATION

It is recommended that the Committee Introduce the Ordinance

PREVIOUS ACTION

The Committee approved the Redeveloper Agreement wherein Somerset would provide a portion of the Building for use by the Township as a Public Library.

BACKGROUND

Ordinance 2016-14 authorizes the Mayor or Deputy Mayor and Township Clerk to execute the Library Lease for a thirty year term, rent free for the Library.

FISCAL IMPACT

None

Attachments:

Ordinance 2016-14

AN ORDINANCE AUTHORIZING EXECUTION OF LIBRARY LEASE.
ORD. NO.2016-14

WHEREAS, Somerset Holmdel Development I Urban Renewal, L.P., a New Jersey limited partnership (“Somerset”), is the owner of the property located at 101 Crawfords Corner Road in the Township of Holmdel, County of Monmouth and State of New Jersey (the “Property”), together with the mixed use building located thereon, formerly known as Bell Laboratories (the “Building”); and

WHEREAS, the Township, by resolution dated May 5, 2011, designated the Property as an “area in need of rehabilitation” and subsequently, by resolution dated May 3, 2012, as an “area in need of redevelopment” under the terms of the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1, et seq. (“Redevelopment Law”); and

WHEREAS, the Township, as Redevelopment Entity, and Somerset, as Redeveloper, entered into a Redevelopment Agreement, dated June 10, 2014, which provides for the redevelopment of the Property as set forth in the Redevelopment Agreement; and

WHEREAS, as set forth in the Redevelopment Agreement, Somerset will provide a portion of the Building consisting of approximately 17,759 square feet, for use by the Township as a public library (the “Library”); and

WHEREAS, the Redevelopment Agreement provides that the Township will occupy the Library rent free; and

WHEREAS, pursuant to the Local Lands and Buildings Law, N.J.S.A. 40A:12-1 et. seq., it is necessary that the Township adopt an ordinance authorizing the execution of a lease; and

WHEREAS, a copy of the proposed lease is available for inspection in the office of the Township Clerk during regular business hours.

NOW, THEREFORE, BE IT RESOLVED that the Mayor or Deputy Mayor and the Township Clerk are authorized to execute the Library Lease for a thirty (30) year term, rent free, for the Library.

BE IT FURTHER RESOLVED that this ordinance shall be effective upon adoption and publication according to law.

LEGAL NOTICE

The foregoing ordinance was introduced and passed on the first reading at a meeting of the Township Committee of the Township of Holmdel held on November 22, 2016, and will be considered for final passage and adoption at a meeting of said Township Committee to be held on December 13, 2016 at Township Hall, 4 Crawfords Corner Road, Holmdel, NJ at 7:30 PM at which time and place all persons desiring to be heard thereon will be given full opportunity.

Eric Hinds, Mayor

Attest:

Maureen Doloughy, RMC
Township Clerk