

MINUTES Township Committee Meeting

7:30 PM - Tuesday, April 25,
2023

Committee Meeting Room

The Township Committee of the Township of Holmdel was called to order on Tuesday, April 25, 2023, at 7:30 PM, in the Committee Meeting Room, with the following members present:

COMMITTEE PRESENT: Mayor DJ Luccarelli
Deputy Mayor Rocco Impreveduto
Committeeman Greg Buontempo
Committeeman Brian Foster
Committeewoman Kim LaMountain

STAFF PRESENT: Township Administrator Jay Delaney
Township Clerk Wendy L Patrovich
Township Attorney Michael Collins
Chief Financial Officer William E. Antonides, Jr.

1. ANNOUNCEMENT OF MEETING (OPEN PUBLIC MEETINGS ACT NOTICE)

- 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 Two River Times and posted on the bulletin board in Township Hall and filed in the Township Clerk's Office on January 3, 2023.

2. ROLL CALL

- DJ Luccarelli, Mayor
Rocco Impreveduto, Deputy Mayor
Gregory Buontempo, Committeeman
Brian Foster, Committeeman
Kim LaMountain, Committeewoman

3. 7:30 PM PUBLIC SESSION - COMMITTEE CONFERENCE ROOM

4. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

5. PUBLIC COMMENT- AGENDA ITEMS ONLY

Members of the public are invited to provide comments up to three (3) minutes in duration on agenda items only. Commenters are asked to state his or her full name and address for the record before entering comments.

- Observing no requests for public comment on agenda items, Mayor Luccarelli closed public comment.

6. **CONSENT AGENDA**

Resolutions 2023-132 to 2023- 140 All matters listed under the Consent Agenda are considered routine by the Township Committee and will be adopted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired of any item by a member of the Township Committee, the item will be considered separately.

- [2023-132](#)
- [2023-133](#)
- [2023-134](#)
- [2023-135](#)
- [2023-136](#)
- [2023-137](#)
- [2023-138](#)
- [2023-139](#)
- [2023-140](#)
- Mayor Luccarelli requested a motion to approve the Consent Agenda, including Resolutions 2023-132 through 2023-140

RESULT:	CARRIED.
MOVER:	Kim LaMountain
SECONDER:	Brian Foster
AYES:	Gregory Buontempo, DJ Luccarelli, Rocco Imprevuduto, Brian Foster, and Kim LaMountain

7. **DEPARTMENTS**

7.1. **Administrator**

- 7.1.1. Mr. Delaney provided an update on the budget process and provided a follow-up response to a question from a previous meeting

7.2. **Chief Financial Officer**

- 7.2.1. Mr. Antonides provided an update about automatic payments for tax, sewer, and PILOT payments

8. **PROFESSIONAL REPORTS**

8.1. **Attorney**

8.2. Engineer

9. BOARDS/COMMITTEES

- **Committeeman Buontempo** provided a report from the Holmdel Library and the Veterans Committee
- **Committeewoman LaMountain** provided an update about the Change of Command Ceremony at NWS Earle
- **Committeeman Foster** provided a report from the Department of Public Safety and the Department of Public Works
- **Deputy Mayor Imprevduto** provided a report from the Department of Recreation, the Board of Education, and the Holmdel Heritage Committee
- **Mayor Luccarelli** provided an update about the Monmouth County Mobile Connection, NewsFlash notifications, a NJDEP stormwater management grant, and the Bayshore Mayors Breakfast

10. BUSINESS FROM THE COMMITTEE

11. PUBLIC COMMENT

Members of the public are invited to provide comments up to three (3) minutes in duration. Commenters are asked to state his or her full name and address for the record before entering comments.

- **Jenny Blumenthal, Stoney Brook Road** - commented on the passing of the Holmdel Postmaster
- **Pradeep Chandri, Takolusa Drive** - commented on the possible preservation of the Holmdel Horn Antenna and former Crawford Hill property
- **Brendan Fussnecker, Cindy Lane** - commented on the possible preservation of the Holmdel Horn Antenna and former Crawford Hill property
- **Joe Foster, Bradley Avenue, Oceanport** - commented on the possible preservation of the Holmdel Horn Antenna and former Crawford Hill property
- **Lance Lupe, Line Road** - requested updates on various ongoing projects, clarification on the Bethany Road crosswalk, clarification on Resolution 2023-140
- **Jay Yanello, Ladwood Drive** - commented on nails on Holmdel roadways, residents use of LED lights on homes, potential development at the former Vonage property
- **Ralph Blumenthal, Stoney Brook Road** - commented on potential development in Holmdel Township
- **Heidi Gabriel, Hayfield Court** - asked the Committee to reiterate the dates mentioned during Committee reports

12. EXECUTIVE SESSION

- Mayor Luccarelli requested a motion to enter Executive Session at 8:26pm. Township Attorney Collins clarified that intention of the Executive Session was to discuss the following items and that the Township Committee would not be returning to take any public action:
 - Township of Holmdel v Crawford Hill Holding

- Middletown Township v Holmdel Township Zoning Board
- A law enforcement matter

RESULT:	CARRIED BY ACCLAMATION
MOVER:	Rocco Impreveduto
SECONDER:	Kim LaMountain

13. ADJOURNMENT

- Meeting adjourned by acclamation at 8:55pm.

Township Clerk

BILLS PAYABLE RESOLUTION

WHEREAS, the Township of Holmdel has received certain claims against it by way of vouchers received during the period ending on April 25, 2023.

WHEREAS, the Chief Financial Officer has certified that there is a sufficient budget appropriation amount to cover the payment of said claims; and

WHEREAS, certain claims contained herein may have been prepaid by the Chief Financial Officer pursuant to the authority contained in N.J.S.A. 40:5-17, Local Finance Notice 2019-02, and Holmdel Township Committee Resolution 2023-31, but remain subject to formal approval by the Township Committee.

NOW, THEREFORE, 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 April 25, 2023 be and the same hereby are approved and the Chief Financial Officer is authorized to pay said claims:

FUND DISTRIBUTION	2-01	CURRENT FUND	\$	99,634.24
FUND DISTRIBUTION	2-28	OPEN SPACE TRUST	\$	2,550.00
		YEAR TOTAL	\$	102,184.24
FUND DISTRIBUTION	3-01	CURRENT FUND	\$	268,044.46
FUND DISTRIBUTION	3-07	SEWER OPERATING	\$	8,259.17
FUND DISTRIBUTION	3-17		\$	315,699.55
FUND DISTRIBUTION	3-26	POOL OPERATING	\$	319.00
		YEAR TOTAL	\$	592,322.18
FUND DISTRIBUTION	C-04	GENERAL CAPITAL	\$	253,406.12
FUND DISTRIBUTION	D-14	DOG TRUST	\$	131.40
FUND DISTRIBUTION	G-02	STATE/FED GRANT	\$	124,260.75
FUND DISTRIBUTION	T-12	OTHER TRUSTS	\$	1,891.74
FUND DISTRIBUTION	T-24	FAIR HOUSING TRUSTS	\$	8,428.02
		YEAR TOTAL	\$	10,319.76
		TOTAL OF ALL FUNDS	\$	1,082,624.45
		TOTAL OF ALL PROJECTS	\$	315,699.55

CERTIFICATION

I, Wendy L Patrovich, 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 April 25, 2023.

Wendy L Patrovich, RMC/CMR
Township Clerk

BILLS PAYABLE RESOLUTION # 2

WHEREAS, the Township of Holmdel has received certain claims against it by way of vouchers received during the period ending on April 25, 2023; and

WHEREAS, the Chief Financial Officer has certified that there is a sufficient budget appropriation amount to cover the payment of said claims; and

WHEREAS, certain claims contained herein may have been prepaid by the Chief Financial Officer pursuant to the authority contained in N.J.S.A. 40:5-17, Local Finance Notice 2019-02, and Holmdel Township Committee Resolution 2023-31 but remain subject to formal approval by the Township Committee.

NOW, THEREFORE, 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 April 25, 2023 be and the same hereby are approved and the Chief Financial Officer is authorized to pay said claims:

FUND DISTRIBUTION	3-01	CURRENT FUND	\$	60.00
		Total of All Funds:	\$	60.00

CERTIFICATION

I, Wendy L Patrovich, 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 April 25, 2023

Wendy L Patrovich, RMC/CMR
Township Clerk

**TOWNSHIP OF HOLMDEL
COUNTY OF MONMOUTH**

**RESOLUTION TO CANCEL GENERAL CAPITAL
IMPROVEMENT AUTHORIZATIONS**

WHEREAS, certain General Capital Improvement Authorization balances remain dedicated to projects that are completed; and

WHEREAS, it is necessary to formally cancel these authorizations so that the unexpended balances may be credited to the proper accounts, and unused debt authorizations may be cancelled;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee that the following unexpended and dedicated General Capital Improvement Authorizations be cancelled to Fund Balance:

Various Improvements (2016-06)	\$339.00
Various Improvements (2017-08)	\$46.68
Various Improvements (2018-18)	\$1,332.36
Various Improvements (2019-09)	\$29,581.92
Various Improvements (2019-23)	\$12,384.95
Various Improvements (2020-11)	\$6,407.13

AND, BE IT FURTHER RESOLVED by the Mayor and Township Committee that the following grant receivable for the following General Capital Improvement Authorizations be cancelled:

Various Improvements (2020-11)	\$18,056.94
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CERTIFICATION

I, Wendy L. Patrovich, 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 April 25, 2023.

Wendy L. Patrovich, RMC/CMR
Township Clerk

RESOLUTION HIRING SWIM CLUB EMPLOYEES FOR 2023 SEASON

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the following individuals be and hereby are hired to the following positions as part time Holmdel Swim Club employees at the listed hourly salaries, consistent with the provisions of the Township’s Salary ordinance.

NAME	POSITION	WAGES
Stephen Chicoli	Assistant Manager	\$19.00
Francis Csulak	Maintenance Manager	\$31.00
Jennifer Leslie	Assistant Manager	\$21.00
Colin McAulay	Assistant Manager	\$19.00
Jennifer Miller	Assistant Manager	\$19.00
Leo Pudlo	Assistant Manager	\$19.00
Salvatore Russo	Assistant Manager	\$20.00

CERTIFICATION

I, Wendy L Patrovich, 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 April 25, 2023.

Wendy L Patrovich, RMC/CMR
Township Clerk

TOWNSHIP OF HOLMDEL, COUNTY OF MONMOUTH

RESOLUTION APPROVING PROCUREMENT FROM DEERE & COMPANY FOR THE PROVISION OF A JOHN DEERE Z994R DIESEL COMMERCIAL ZTRAK MOWER AND A JOHN DEERE FC 15E FLEX WING ROTARY CUTTER

WHEREAS, procurements completed by the Township of Holmdel (“Township”) are governed by the provisions of the Local Public Contracts Law (“LPCL”), N.J.S.A. 40A:11-1 et seq; and

WHEREAS, pursuant to Section 10 of the LPCL, N.J.S.A. 40A:11-10, the Township is authorized to enter into joint agreements with other contracting units in the State of New Jersey for the provision and performance of goods and services; and

WHEREAS, pursuant to this authority, the Township is a member of the Educational Services Commission of New Jersey Cooperative System commonly known as ESCNJ which satisfies the foregoing statutory criteria; and

WHEREAS, the Township seeks to complete a procurement through ESCNJ with Deere & Company for a Z994R Diesel Commercial Ztrak Mower and a FC15E Flex Wing Rotary Cutter for Holmdel’s DPW Department, in the amount of \$36,822.45, as set forth in the proposal attached hereto as Exhibit A; and

WHEREAS, to the extent required by the provisions of N.J.S.A. 19:44A-20.4 et seq., the entity shall complete and submit a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in the Township of Holmdel in the previous one year, and that the contract will prohibit same from making any reportable contributions through the term of the contracts, pursuant to N.J.S.A. 19:44-20.5 et seq., which shall remain on file for 10 days prior to the Township entering into any contract with the entity.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Holmdel hereby awards the following contract, contingent upon final certification as to the availability of funds by the Chief Financial Officer:

Procurement	Cooperative	# 22/23-12	Vendor	Contract Amount	Proposal
John Deere Z994R Diesel Commercial ZTrak Mower	ESCNJ		Deere & Company	\$17,450.32	Exhibit A
John Deere FC15E Flex Wing Rotary Cutter	ESCNJ	# 22/23-12	Deere & Company	\$19,372.13	Exhibit B

BE IT FURTHER RESOLVED that the Mayor and Qualified Purchasing Agent are hereby authorized and directed to take any and all steps necessary to effectuate the foregoing, including the execution of instruments.

CERTIFICATION

I, Wendy L Patrovich, 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 April 25, 2023.

Wendy L Patrovich, RMC/CMR
Holmdel Township Clerk

2023-136

TOWNSHIP OF HOLMDEL, COUNTY OF MONMOUTH

RESOLUTION AWARDING CONTRACT TO WHIRL CONSTRUCTION FOR THE MAINTENANCE/UPGRADES TO THE SPRAY PARK AT CROSS FARM PARK

WHEREAS, procurements completed by the Township of Holmdel (“Township”) are governed by the provisions of the Local Public Contracts Law (“LPCL”), N.J.S.A. 40A:11-1 et seq; and

WHEREAS, pursuant to Section 10 of the LPCL, N.J.S.A. 40A:11-10, the Township is authorized to enter into joint agreements with other contracting units in the State of New Jersey for the provision and performance of goods and services; and

WHEREAS, pursuant to this authority, the Township is a member of the Educational Services Commission of New Jersey Cooperative System commonly known as ESCNJ which satisfies the foregoing statutory criteria; and

WHEREAS, the Township seeks to complete a procurement through ESCNJ with Whirl Construction for the maintenance/upgrades to the Spray Park at Cross Farm Park, in the amount of \$14,755.00 as set forth in the proposal attached hereto as Exhibit A; and

WHEREAS, to the extent required by the provisions of N.J.S.A. 19:44A-20.4 et seq., the entity shall complete and submit a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in the Township of Holmdel in the previous one year, and that the contract will prohibit same from making any reportable contributions through the term of the contracts, pursuant to N.J.S.A. 19:44-20.5 et seq., which shall remain on file for 10 days prior to the Township entering into any contract with the entity.

WHEREAS, the Chief Financial Officer certifies that funds are available.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Holmdel hereby awards the following contract, contingent upon final certification as to the availability of funds by the Chief Financial Officer:

Procurement	Cooperative	Contract No.	Vendor	Contract Amount	Proposal
Maintenance/Upgrades to Spray Park at Cross Farm Park	ESCNJ	#20/21/02	Whirl Construction	\$14,755.00	Exhibit A

BE IT FURTHER RESOLVED that the Mayor and Qualified Purchasing Agent are hereby authorized and directed to take any and all steps necessary to effectuate the foregoing, including the execution of instruments.

CERTIFICATION

I, Wendy L Patrovich, 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 April 25, 2023.

Wendy L Patrovich, RMC/CMR
Holmdel Township Clerk

2023-137

RESOLUTION

TOWNSHIP OF HOLMDEL
COUNTY OF MONMOUTH

RESOLUTION APPROVING APPOINTMENT TO FINANCE ADVISORY COMMITTEE

WHEREAS, pursuant to Holmdel Township Ordinance § 2-67, there exists a Finance Advisory Committee; and

WHEREAS, all public members of the Finance Advisory Committee are appointed by the Township Committee to three-year staggered terms; and

WHEREAS, there exists a vacancy in Seat 5 of the Finance Advisory Committee, to an unexpired term expiring on December 31, 2023.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee hereby appoints Gary Vanderham as a member of the Finance Advisory Committee, to serve in Seat 5, for an unexpired term expiring on December 31, 2023.

CERTIFICATION

I, Wendy L Patrovich, 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 April 25, 2023.

Wendy L Patrovich, RMC/CMR
Holmdel Township Clerk

RESOLUTION

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the following candidate be conditionally appointed as Part-Time Electrical Inspector/Subcode Official on a temporary basis not to exceed sixty (60) days, at the listed wage rate, subject to approval by the New Jersey Civil Service Commission and satisfactory completion of physicals and background checks:

Michael Purazzo Temporary/Part Time Electrical Inspector \$38.00/ hour

CERTIFICATION

I, Wendy L Patrovich, 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 April 25, 2023.

Wendy L Patrovich, RMC/CMR
Township Clerk

2023-139

RESOLUTION

TOWNSHIP OF HOLMDEL
COUNTY OF MONMOUTH

RESOLUTION APPROVING MODIFICATIONS TO HOLMDEL TOWNSHIP POLICE
DEPARTMENT POLICIES AND PROCEDURES PERTAINING TO POLICE UNIFORMS

WHEREAS, pursuant to N.J.S.A. 40A:14-118 and Holmdel Township Ordinance § 2-26.3, the Township Committee is the “appropriate authority” governing the Holmdel Township Police Department and is responsible for approval of its rules and regulations; and

WHEREAS, the Chief of Police has recommended approval of the following modification to the Holmdel Township Police Department Rules and Regulations pertaining to police uniforms, to allow for better operational flexibility:

4.7 Uniforms, Appearance, and Identification

4.7.4 Personal Appearance

~~Employees, while on duty, shall be neat and clean in person, with uniform or clothes clean and pressed. Hair will be short and neatly groomed. Mustaches will be neatly groomed. Due to safety concerns beards are forbidden. Tattoos will not be visible while on duty and/or in uniform. This provision shall not prohibit non-uniform Officers on duty from dressing appropriately for the conditions of their current assignment in accordance with Department policy.~~ maintain personal appearances in compliance with the Uniforms and Appearance Written Directive or similar directive issued by the Chief of Police.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Holmdel hereby approves the foregoing modification to the Holmdel Township Police Department Rules and Regulations.

CERTIFICATION

I, Wendy L Patrovich, 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 April 25, 2023.

Wendy L Patrovich, RMC/CMR
Township Clerk

2023-140