

Agenda

Workshop Session 6:30 p.m.

1. Meeting called to order
2. Statement of compliance with Open Public Meetings Act
3. Roll Call
4. Executive Session – Closed to Public

Public Portion of Meeting – 7:30 p.m

5. Public Portion of Meeting called to order
6. **Moment of silence and Salute to Flag:**
7. **Township Committee Reports**
8. **Public Comment Session – Agenda Items Only**
9. **Workshop Session**

LEGAL

ENGINEERING

- A. Resolution Approving Close-Out Change Order #1 and Final Pay Estimate #3 to MECO, Inc. Gordons Corner Improvements – Schilling/Tennent Road

CLERK

- A. Items of New Business

ADMINISTRATION

- A. Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for a FY 2021 Municipal Aid Grant for Improvements to Ryan Road
- B. Resolution Certifying Compliance with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964"

10. CONSENT AGENDA:

ALL MATTERS LISTED UNDER ITEM "CONSENT AGENDA" ARE CONSIDERED ROUTINE BY THE TOWNSHIP COMMITTEE AND WILL BE ENACTED BY ONE (1) MOTION IN THE FORM LISTED BELOW. THERE WILL BE NO SEPARATE DISCUSSION ON THESE ITEMS. IF DISCUSSION IS DESIRED ON ANY ITEM, THAT ITEM WILL BE CONSIDERED SEPARATELY.

Reports for February 2020: Tax Collector, Finance

March 2020: Clerk, Construction, Fire Prevention, Health, Planning/Zoning, Police, Recreation

Resolutions:

- A. Authorizing Refund of Premiums and/or Cost of Sale Paid at Tax Sale
- B. Approving Close-Out Change Order #1 and Final Pay Estimate #3 to MECO, Inc. Gordons Corner Improvements – Schilling/Tennent Road
- C. Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for a FY 2021 Municipal Aid Grant for Improvements to Ryan Road
- D. Certifying Compliance with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964"

11. OLD BUSINESS:

12. NEW BUSINESS:

A. 2020 Municipal Budget

- 1) 2020 Municipal Budget Presentation

2) Ordinance Introduction and First Reading

A. Ordinance No. 2020-08, Title: Ordinance to Exceed the 2020 Municipal Budget Appropriations Limits and to Establish a Cap Bank (N.J.S.A. 40A: 4-45.14)

B. Resolutions

- 1) Approving (Introducing) the Municipal Budget of the Township of Manalapan, County of Monmouth for the year 2020
- 2) Approving **Bill List** Dated April 16, 2020 to April 29, 2020 Totaling **\$9,724,737.34**
- 3) Authorizing the Appointments of 2020 Summer Recreation Staff Counselor 1 for Manalapan Recreation
- 4) Authorizing the Appointments of 2020 Summer Recreation Staff 2 for Manalapan Recreation
- 5) Authorizing the Appointments of 2020 Summer Recreation New Staff 3 for Manalapan Recreation

13. PUBLIC COMMENT – Non-Agenda Items Only

14. ADJOURNMENT

OPENING STATEMENT:

1. Pursuant to Section 5 of the Open Public Meetings Act notice of this meeting of the Manalapan Township Committee was sent and advertised in the Asbury Park Press.
2. A copy of that notice was posted on the bulletin board where public notices are displayed in the Municipal Building.
3. In addition, a copy of this notice is and has been available to the public and is on file in the Office of the Municipal Clerk.
4. Accordingly this meeting is deemed to be in compliance with the Open Public Meetings Act.

Due to the COVID-19 pandemic and in consideration of Executive Order No. 103, issued by Governor Murphy on March 9, 2020, declaring a State of Emergency and a Public Health Emergency in the State of New Jersey, the Township of Manalapan notified the public that to protect the health, safety and welfare of our citizens while ensuring the continued functioning of government, this meeting of the Township Committee of the Township of Manalapan scheduled here at the Municipal Complex, 120 Route 522 and Taylors Mills Road, Manalapan, NJ will be held electronically with meeting participation instructions provided including for public comment.

ROLL CALL:

Present: Cohen, McNaboe
Via Remote Access – Jacobson, Musich, Nelson

Also present: Tara Lovrich, Business Administrator
Shari Rose, Deputy Municipal Clerk
Roger McLaughlin, Esq., Township Attorney
Patricia Addario, Chief Financial Officer

Via Remote Access – James Winckowski, Twp. Engineer
Renee Garrigana, Assistant Administrator
Regina Preteroti, Municipal Clerk

Resolution No. 2020-157 a motion was offered by Mrs. Cohen, seconded by Mr. McNaboe to go into Executive Session, and was approved by unanimous roll call vote:

The meeting went into Closed Session and returned to Public Session:

PUBLIC PORTION OF MEETING:

MEETING IS CALLED TO ORDER BY THE MAYOR:

MAYOR MCNABOE: At this time we're going to call the public portion of this meeting to order. Tonight, your township meeting is being brought to you live with your ability to call in and ask questions. As the governor requested, we are practicing social distancing by not having all the governing body members here.

Before any of the township committee speaks that you are not here will identify by name. We now ask the public to bear with us as we go remotely to Mayor Musich, Committeeman Barry Jacobson, and Committeeman Eric Nelson. Tonight, we welcome our CFO Trish Addario here, who is with us. Before I begin, I'll read the disclaimer. The Township of Manalapan Television Network will be recording this meeting of the township committee for re-broadcast on MTTN channel 77 and Cablevision, channel 42 on Verizon Fios. By attending this evening, attendees acknowledge this recording and agree to allow their image to be broadcast on MTTN channel 77 or Verizon Fios channel 42. All attendees and participants agree to conduct themselves in a manner appropriate for a public gathering. Inappropriate behavior or gathering creating a disturbance or safety hazard are prohibited inside this meeting. Individual speaks should be advised that no right of privacy protects an individual speaker. Any statement made by a member of the public to promote or alter public opinion about a candidate for political office, political party or interest groups are inappropriate and in violation of MTTN broadcast policy. Accordingly, all participants bear responsibility for their own statement and commentary. Please stand for a moment of silence in memory of retired Manalapan volunteer fireman Commissioner Gerry Russin. We appreciate his service to Manalapan and send our sincere condolences to his family. Also, a moment of silence for all of those who contracted the COVID-19 virus, in memory of those who lost their lives and we'll follow that with a salute to the flag.

MOMENT OF SILENCE AND SALUTE TO THE FLAG:

MAYOR MCNABOE: We have arrived at our township committee reports. From home, Committeeman Nelson.

TOWNSHIP COMMITTEE REPORTS

MR. NELSON: Thank you Mayor and just to repeat your comments, Gerry Russin passed away. He's a long time member of the fire company where I serve. He will be greatly missed, no doubt. Beyond that, I want to thank the municipal employees who are doing a great job during the COVID outbreak especially I want to thank the CFO and her staff along with our department heads and everyone who had input preparing our proposed budget. They did an absolutely amazing job seriously dealing with the expected decreased revenue while keeping township services at the level they're at now. The only other thing I have besides those few comments is as the liaison for the Manalapan-Englishtown school district, the Board of Ed is also holding virtual meetings this month or next month I should say. Their budget meeting is on May 5. Their regular meetings are on the 12 and the 19. Their information to login and video remotely their meetings is on their website. Other than that, everybody's just doing a great job especially you Mayor with these daily updates. Keep up the great work. Thank you.

MAYOR MCNABOE: Thank you. From home, Committeeman Jacobson.

MRS. LOVRICH: Give me one second to unmute him. Hold on I have to find this ---

MR. JACOBSON: Better news to report. Thank you Mayor. Some decent news to report, Ruocco's on 9 which had closed due to the COVID virus has reopened and Al's Luncheonette which closed recently also due to the virus is planning on reopening May 4 and will have pickup, curbside pickup, and delivery. We wish them well and that's great news that some businesses are starting to like come back to life. Now, I want to join the Mayor also in belated celebration of birthday, the 50th anniversary. The Mayor did a very good retrospective in his report and I wanted to congratulate --- and the Environmental Commission probably would've done something if we didn't have this situation. I also want to let everyone know, the residents know that we're working hard to beat this and hope sooner rather than later we can have some return to normalcy. This includes the hard work of the employees, the administrator Tara Lovrich, the Deputy Mayor, the Mayor. Your reports have shown that we're working for the residents and we're trying to get all the issues resolved. The administrator and CFO did a great job with the budget and considering all that's occurred, it's remarkable that the budget is, I would never have expected a budget this good. Not that it's good, but it's as good as we can hope considering the loss in revenue and the expenses we have. I also want to thank the residents that have found creative ways to celebrate children's birthdays. Spreading the birthday cheer has been a very good project and I want to thank the healthcare workers, the grocery workers, the restaurant employees, transportation workers, and all those that are keeping Manalapan running. Also, I want to thank the police, the fire, the first responders. All of you are doing a phenomenal job and as tough as it is on the

residents, it's tougher on you because you're coming out there on the front lines. Thank you Mayor, that's my report.

MAYOR MCNABOE: Thank you. From home, Mayor Musich. How are you?

MRS. MUSICH: Good, thank you Mayor. I just want to commend Tara Lovrich and Trish Addario for all their hard work on this budget and thanks also to the department heads and staff for their input. Budgets are always a difficult exercise, but this year had challenges that no one could certainly have anticipated. Great job by everyone. Thank you all and that's my report for tonight.

MAYOR MCNABOE: Thank you. Mayor Cohen.

MRS. COHEN: Yes Mayor, thank you. Year after year I've always said what an amazing job that Tara Lovrich and Trish Addario have done on the budget and this year you have raised the bar beyond belief. I too am shocked at the budget the way it has come out. I know you've worked both tirelessly. I know that the Mayor and all the township committee had input too, but you've gone way above and beyond and I'm very appreciative for everything you've done for our residents to keep the budget the way it is. Thank you, thank you, thank you. Also, message from our domestic violence team and 180 Turning Lives Around. The domestic violence and sexual assault do not stop because of crisis like this that we're currently facing. In fact when family stress increases, violence and abuse can quickly escalate. It is these very trying times that a survivor needs 180 Turning Lives Around even more and we are determined to be there for anyone that needs services. They're making a few temporary shifts in their services, but they are available for anyone that needs help. Please call the confidential hotline (888)843-9262 and of course if you're in any danger please dial 911. Thank you Mayor for your leadership. Thank you everybody on the township committee for pitching in at home. Thank you Roger for being here and Shari and our staff is amazing, and our department heads. Everyone is trying their best and thank you to the Manalapan residents that are practicing social distancing and for all the food donations and so forth that you've been calling in and I've been picking up or you've been dropping off at my house. I thank you and it's definitely going to people that need it. Thank you Mayor.

MAYOR MCNABOE: Thank you. Okay, remotely ordinarily everyone sees that there's more of us up here so assistant administrator Renee Garagana is with us tonight remotely as is our township clerk Regina Preteroti. Again, ladies thank you very much for being in here. We look forward to the day that you're back up here on the dais with us. Again I want to thank everybody that worked on this budget. Every year, it's not a matter of just the introducing of it in April, but rather all the hard work that goes on to get it into place. When it starts off as a dream list, what gets cut down, what gets eliminated. We hear from people. It's a double-edged sword. We try to keep the budget as flat as we possibly can, but then we also try to do improvements to the town. To hear one side say we should never invest or pave or do anything versus the another side that said we should pave every road in town every year. It's a happy medium in the middle of what we try to do there so again very responsible budget. Obviously, an increase, but I think that's to be expected especially in these times and again it's prudent. It does continue to invest in this town and not let it deteriorate. So, again, thank you to everybody that was involved and of course Tara and Trish take the lead on that, but that both have a very competent team behind them helping and crunching those numbers. The governor makes all kinds of comments and you would think that the Mayor's office would have a heads up to that. You would not be correct. So, what happens is when he makes announcements such as the taxes will, or the period of time that we will be able to pay your taxes moves to June 1. We still have responsibilities and everything inside this town of when they'll be paid. We are working through, we're crunching, we're making sure a cash flow is there. Taxes are still due on June 1. What we're doing is inside that grace period, whether it's the 11th or the first of June is announcement that we will make this Friday-48 hours from now after we've done a complete audit of the town, the moneys, the accounts payable, receivable, and we know that we have the cash to go through there. Again, anybody's welcome to call in. Know that that responsibility of that decision lies with the township committee and that decision will be made on the 4:30 update on Friday of this week so 48 hours from now you'll have it. Again, as Mayor Cohen said thank you to every single resident that is doing the right thing, that is staying home, that's going shopping once a week, or once every week plus, that isn't out and about. Again the governor has shown leadership in the fact that he's opening up the parks for the county, the state, and some of the golf courses. The places that social distancing is just naturally can be done. Know that your Manalapan Township parks never did close. They did close for anything other

than passive recreation which means you cannot go onto the fields and all, but our trail stayed open and the likes of that. Even our Thmopson Grove Park which I announced earlier today will be opening the gate. Again it's more of a flow through that park. It'll allow people to go in there. It is strictly a passive park. It's not set up with fields or anything like that. Again we're going to have some beautiful weather for Saturday and Sunday. I know people are going to want to get out. If you've watched my updates at 4:30, you'll see we've stayed on the flatter side, about five cases each of the last five days. That's something to applaud ourselves. It's not the finish line, but it shows that we're making pace. We want to stay on there. To our seniors, unfortunately you're bearing the brunt of this. We still have all kinds of programs to get food to your house and everything else. If there's anybody needs anything, that means families or our seniors, mayor@mtnj.org. Drop us a line, we'll get back to you and we'll try to help you out as much as you can. If you are in a compromised position, do not leave your home just to go out and get something that somebody else can get for you and that'll conclude my report and I thank everybody for what they've done here. We are now at our public comments session on agenda items only. Please state your name and address clearly for the record. Tara do we have anyone wishing to comment?

MRS. LOVRICH: Mayor just to anybody on the phone call public, if you are on the phone you can press *9 and that will raise your hand and I'll know that you have a public comment on agenda items only. We have none Mayor.

MAYOR MCNABOE: Okay then we're going to close public on the agenda items. We have now arrived at our workshop. Legal, Mr. McLaughlin.

WORKSHOP SESSION

LEGAL

MR. MCLAUGHLIN: No report this evening Mayor.

MAYOR MCNABOE: Terrific. Engineering, Mr. Winckowski how are you?

ENGINEERING

MRS. LOVRICH: I have to unmute him, hold on. Sorry Jim, go ahead.

MR. WINCKOWSKI: Hi Mayor. Hi committee. We have one item on the agenda. That's a resolution that's on the consent agenda. This is the final resolution authorizing final payment and the close-out change order to MECO Construction who did the resurfacing at Gordon's Corner Road from Shilling to Tennent. The close out change order would reduce the final contract amount from the original award of \$305,953.20 down to a final contract amount of \$296,728.71. It's a decrease just over \$9,000.00. The full contract amount is covered by a state D.O.T. grant which paid for the project improvements. The project is complete at this time so we're recommending final payment and this will close out the project from this point on. That's all I have, thank you.

MAYOR MCNABOE: Okay good work on that project Jim. We really appreciate all the hard work that goes in behind the scenes on that. At this time, we're going to turn to our Deputy Clerk Ms. Rose.

CLERK

MS. ROSE: Thank you Mayor. Tonight we have three resolutions to add-on. The first one resolution accepting Board of Health extension of probationary period for the Township Health Officer. A resolution appointing interns to the Manalapan Township Health Department and a resolution authorizing an addendum to an agreement with the Englishtown Manalapan First Aid Squad and that's all I have.

MAYOR MCNABOE: Thank you. Administration, Mrs. Lovrich.

ADMINISTRATION

MRS. LOVRICH: Thank you Mayor and I just want to say there is somebody raising their hand now. There is another public portion and we will grab you at that time because we've closed public. I don't know if it was a delay or what's going on with our technology, but there is another public portion at the end of the meeting so I definitely will grab phone number 5154 who's raising their hand when we get to the portion. My report is just two resolutions. One is approving a grant

application submission to the state D.O.T. and that's for our fiscal year 2021 municipal aid grant and that's for improvements to Ryan Road and the other resolution we have is required by the state before we adopt our budget, introduce and adopt our budget and that's a resolution of the governing body signs off on certifying compliance with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964". That's all I have.

MAYOR MCNABOE: Great. We're now at consent agenda. **ALL MATTERS LISTED UNDER ITEM "CONSENT AGENDA" ARE CONSIDERED ROUTINE BY THE TOWNSHIP COMMITTEE AND WILL BE ENACTED BY ONE MOTION IN THE FORM LISTED BELOW. THERE WILL BE NO SEPARATE DISCUSSION ON THESE ITEMS. IF DISCUSSION IS DESIRED ON ANY ITEM, THAT ITEM WILL BE CONSIDERED SEPARATELY.** Does anyone have anything that needs to be discussed separately? If not, I'll need a motion to approve.

MRS. COHEN: I'll make that motion.

MAYOR MCNABOE: And a second? I'll second.

MRS. LOVRICH: I'm sorry I have to unmute them.

MAYOR MCNABOE: No problem. We got it. We have a motion made by Mrs. Cohen and seconded by me.

ROLL CALL

MS. ROSE: Mrs. Cohen?

MRS. COHEN: Yes.

MS. ROSE: Mr. Jacobson?

MR. JACOBSON: Yes.

MS. ROSE: Mrs. Musich?

MRS. MUSICH: Yes.

MS. ROSE: Mr. Nelson?

MR. NELSON: Yes.

MS. ROSE: Mr. McNaboe?

MAYOR MCNABOE: Yes. There is no old business. At this time I'd like to turn the meeting over to our administrator Tara Lovrich for the 2020 municipal budget presentation. Thank you Tara.

MRS. LOVRICH: Thank you Mayor. Extra technology for me this year this could be a little bit of time to switch here and now we're going to look at the budget presentation that I believe Jan has on the tv for everybody at home that's watching and we will have up on the website by tomorrow morning. So, here we are with our 2020 municipal operating budget. I really appreciate all the comments that the governing body made as we went through. It is unlike any other year. I don't have the same slides. I'm not making the same speech that I make every year for my budget introduction, but I do too also have to commend Trisha because she really created two budgets because we had a budget ready to go in early March and then kind of everything stopped and with that keeping the town running and operating and figure out how to do that for 40,000 residents and 165 employees is not a small task. To say she worked tirelessly to create an entire new budget and analyze revenues like she never has before, it's something we never thought we would do in our career that's for sure, but here we are and it's a great budget. Again, it really is. We're anticipating some things and I'll go through the slides and you'll see that, but I think that we have a great working document. Our public hearing won't be until June and we're going to see if there's anything as we go through these next months, hopefully we can all be together here when we're ready for that public hearing, but let's just go through. I'm going to try my mouse from here. Did it. The first thing we want to mention obviously like the whole country, the whole world, we're in a public health emergency and it's been reiterated so many times how essential local government is and we see that on a daily basis for where we are. I hope our residents see that, but

we're all here. We're continuing to provide services. We never stopped. We may have changed the way we've done that and things may be more online and over the phone, and taking pictures of things versus seeing them first-hand, but we're still providing the services, the access to the services. We want the stability for our residents. We want to pick up that phone when they're calling looking for us and offer that support. Local government's more essential than it ever was. We're seeing that everyday. All our departments are operating. Nobody has shut down. Everybody is here. Phones are being answered every day. We have drop boxes available and so that's important. In order to do that we have to figure out how to get that budget into place that allows us to do that. We're working on getting the community through the crisis. We're doing all that we can. Our staff is working like I said answering that phone. We're trying to get through the current crisis we're in. We're trying to get through that recovery period and then we're trying to eventually get a reopening process that brings us back to some type of normalcy as we get through the weeks and months ahead. We know we're going to emerge stronger. It's not just a phrase we use or that the Mayor says in his update everyday. We're learning so many things from this and it really is wonderful to see the employees and the residents come together and work through this crisis together. I mentioned the Health Department on this slide because I do have to mention in this public health emergency we are one of only a few towns in the county that has their own health department and that's the frontline. They're working everyday to give us those numbers. They're working when a resident goes and gets the test for the virus that result comes back to us. Our health office is the one who gets that number, reaches out to the resident with help from Deputy Mayor Cohen's been making calls, Mayor Musich has made calls and we reach out to those residents and we get the reporting results. We have the contact with the residents and also as you go forward and if you've heard the governor talk about how he'll reopen the state, he talks about the contact tracing and that's also what we have to do as we go forward. We're working that, things we haven't done before and we're working through that with our health department. Though I could go through every department, nobody wants to hear me talk that long I do want to mention the health department in that slide because of that frontline access during this public health emergency. We're going to talk about our 2020 municipal budget that we put together. Our municipal tax rate for 2020 will be 33.3 cents per \$100.00 of assessed valuation. This represents a 2.53% tax increase and is below the allowable bank. The tax rate has increased less than one percent and it's increased by .725 percent. Always, this slide we do have every year, what does that cost? The projected cost to the average Manalapan household for all municipal services based on the averaged assessed home annually this increase will result in about a \$27.45 increase to the resident. We always break that down, \$2.29 monthly increase, 0.53 cents weekly, .08 cents daily increase and your municipal taxes on average again I say this and there's still residents who call and may not know this. You pay your tax bill to Manalapan. We take that tax bill and we apportion it out. I'll show you my famous dollar which will be on the website tomorrow and that you can see on tv, \$1,500.00 on average, \$1,510.93 is what you pay towards municipal taxes in Manalapan Township. Again I could break that down to \$125.91 monthly, \$29.06 weekly, or \$4.14 daily. The rest of your tax payment goes to the other taxing entities in town, your local school board, your regional school district, your county, your fire, your open space, and your taxes will show that a little later on. Again a good statistic just so everybody knows residential taxes make up 91.78 percent of our taxes and commercials about at 7.7 percent of your taxes. I take our anticipated tax rate and Trisha gives it to the CFO gives it to the tax assessor and he runs this program on all our properties and we can see that 25 percent of our residents will see no municipal tax increase with this tax rate, 43 percent of residents will see a municipal tax increase of \$25.00 or less. I had a typo there, or less I'll correct that tomorrow. Where does it all go? We talk about that \$1,510.93. This has changed this slide a little in other years so public safety always at the top. The cost of public safety being about \$368.00 out of that \$1,500.00, but utilities along with sanitation and recycling has come in number two. They were strong number three for awhile and that's an important thing to mention. I'll say it again even though I sound repetitive at least to myself. We're one of the only towns that provides garbage collection as part of your taxes. Majority of our neighboring towns don't do that. They only pickup recycling and you pay for garbage on your own. We still include it in our municipal taxes and that's a big piece of our budget, a big non-statutory, not required piece of our budget. So that's something we still provide and we just want to say that. We have residents who compare us to other towns whose name begins with an M who I won't mention. If you add in what they pay towards garbage, they're definitely paying more taxes than us. So we just like to mention that. Again this slide will be up. I won't go through everything, but this shows the apportion of where it goes out so if someone thinks we pay you know too much for something you can see something like parks and recreation is \$21.00 of our municipal tax rate and the other things that we have as we go through it. So the key pieces again in every budget: public safety, garbage

and recycling. Again the recycling numbers have gone through the roof. In the budget hearing I will have more specifics on those recycling numbers, but when we used to pay zero dollars for recycling tonnage, we would say recycle everything you can because it costs us so much less money than garbage. Those numbers are staggering now how much recycling has cost us that was a huge increase in this year's budget that we had to absorb and there's nothing we can do about that. The market dictates that and the market is definitely not in our favor. I mentioned the local health department, I won't repeat it, but I think it's worth mentioning is one of the main pieces of this 2020 budget as we anticipate the cost for this public health emergency, we're able to take that money from our storm reserve trust and thank goodness we have that storm reserve trust there that we're able to do that so it's not some type of deficit that we have to, a hole we'd have to go into waiting for some type of F.E.M.A. reimbursement. Street sweeping again, leaf collection just some things that our public works department does that we like to mention that we do. That's on the expenditure side along with all our municipal departments and then as well the issues we had with revenue and this is like I said where the CFO, where Trisha, had to really look at those numbers. It is such an unknown of what our revenues will be. I mean we've been you know in this emergency for going on seven weeks now and how's that going to affect us. So large loss of revenue we can't even anticipate, but we're making some you know strong decisions on how we're going to balance that out and as we go through the months not knowing how long this is going to be. State aid remains flat. We always assume it's going to be flat. Our concern this year is the governor did delay or extend the state budget year through September which means we may not get the payments when we normally get them. Again, I repeat again, we collect and we have to pay out a hundred percent to those other entities so if our state aid doesn't come in and our revenues don't come in we still have to pay that out to the other taxing entities. That's what made this budget so difficult and that's why we're so I don't know if happy's the word, but we feel good about the comfort level of a minimal increase to our residents, but also being able to manage those revenue losses and that state aid number. There's the famous dollar for those of you watching at home and again this is also we'll get that up tomorrow on the website, the township is sixteen percent of what you pay. Those are those numbers I talked about, that average at \$1,500, but if you take your tax bill sixteen percent of it is what comes to us. The total share of your schools is at sixty-six percent and forty-six percent of that goes to your regional elementary school, twenty percent of that goes to your regional high school. The county, similar to us, gets about fifteen percent, municipal open space that's only about one percent, and then your fire districts, depending on what side of town you live in, average about two percent. So that is our budget in a nutshell. Obviously on our public hearing, we'll have many more details. The budget will be available online by the end of the week, the slideshow will be available, and we'll have that available for everybody. The public hearing as I said is scheduled for our June 10 meeting. It's not scheduled for our May meeting because we wanted to give a little more time, look at those revenues again, and see where we are and hope that maybe we can have public at our public hearing on June 10. So, that's our 2020 budget again I can't thank Trisha again because it was like doing two budgets instead of one this year and so and remotely for part of it and trying to do that with you know staggered staff, staggered hours and trying to get everything we're doing done so I appreciate that and to all my department heads. I said it, they stepped in, they submitted their budgets in November of 2019 and here we are in April of 2020 and that's a hard, hard thing to manage and figure out, but they've done it and they all, all are working so well as we all come together and we put this budget together for everybody. So thank you, that's my budget presentation.

MAYOR MCNABOE: Alright great job on presentation and great job putting it together to you, Trish, and your staffs obviously. We continue with one ordinance and resolution related to the budget. So an ordinance introduction and first reading of Ordinance Number 2020-08 titled "Ordinance to Exceed the 2020 Municipal Budget Appropriations Limit and to Establish a Cap Bank NJSA40A:4-45.14". Mrs. Lovrich you want to try to explain what I just said?

MRS. LOVRICH: Sure Mayor. I get a little help from Trisha who writes me a script so no problem. We call this the COLA ordinance, the cost of living adjustment ordinance, allows for appropriations to increase 3.5 percent. We introduced the ordinance to provide options for future budgets. The budget which was introduced which will be introduced tonight is below the allowable appropriation cap by \$2,497,688.66 which will be banked for future use if necessary. The bank is like an insurance fund in case we have a disaster, I've said this speech every year and this year it's more applicable than ever before. In case we have a disaster and need extra money we can go to the appropriations cap bank. The 2020 introduced budget's only 0.85 percent higher than the 2019 budget so it doesn't mean we're raising the budget

by 3.5 percent, but it gives us that ability if we ever need it to be able to do that. So that's the COLA ordinance Mayor.

MAYOR MCNABOE: Thank you. So I need a motion to set the date for public hearing on June 10.

MR. NELSON: I'll make the motion.

MAYOR MCNABOE: Made by Mr. Nelson. Could I have a second please?

MR. JACOBSON: I'll second.

MAYOR MCNABOE: Second by Mr. Jacobson and a roll call please.

MRS. COHEN: Okay never mind.

MAYOR MCNABOE: I think I'm right.

ROLL CALL

MS. ROSE: Mrs. Cohen?

MRS. COHEN: Yes.

MS. ROSE: Mr. Jacobson?

MR. JACOBSON: Yes.

MS. ROSE: Mrs. Musich?

MRS. MUSICH: Yes.

MS. ROSE: Mr. Nelson?

MR. NELSON: Yes.

MS. ROSE: Mr. McNaboe?

MAYOR MCNABOE: Yes. Next is a resolution approving and introducing the municipal budget of the Township of Manalapan, County of Monmouth for the year 2020. I need a motion to approve and set the public hearing date.

MR. JACOBSON: I'll make that motion.

MAYOR MCNABOE: For June 10. Thank you made by Mr. Jacobson. I need a second please.

MRS. MUSICH: Second.

MAYOR MCNABOE: Second by Mrs. Musich. Roll call please.

ROLL CALL

MS. ROSE: Mrs. Cohen?

MRS. COHEN: Yes.

MS. ROSE: Mr. Jacobson?

MR. JACOBSON: Yes.

MS. ROSE: Mrs. Musich?

MRS. MUSICH: Yes.

MS. ROSE: Mr. Nelson?

MR. NELSON: Yes.

MS. ROSE: Mr. McNaboe?

MAYOR MCNABOE: Yes. We continue with four resolutions. Our first is approving the Bill List dated April 16, 2020 to April 29, 2020 totaling \$9,724,737.34. I need a motion to approve please.

MRS. COHEN: I'll make that motion.

MAYOR MCNABOE: Made by Mrs. Cohen. I need a second please.

MR. NELSON: Second.

MAYOR MCNABOE: Second by Mr. Nelson. Roll call please.

ROLL CALL

MS. ROSE: Mrs. Cohen?

MRS. COHEN: Yes.

MS. ROSE: Mr. Jacobson?

MR. JACOBSON: Yes.

MS. ROSE: Mrs. Musich?

MRS. MUSICH: Yes.

MS. ROSE: Mr. Nelson?

MR. NELSON: Yes.

MS. ROSE: Mr. McNaboe?

MAYOR MCNABOE: Yes. Are we still going to do the resolution on the summer staff?

MRS. LOVRICH: Yeah we're actually going to hold on the summer rec staff

MAYOR MCNABOE: Okay.

MRS. LOVRICH: Resolution one, two, and three that are listed on the agenda.

MAYOR MCNABOE: So we're going to take that off. We're going to take all three of them off.

MRS. LOVRICH: Yes.

MAYOR MCNABOE: So it takes all of them. So that moves us down to new business Mrs. Lovrich.

MRS. LOVRICH: Yes, the clerk read in those three resolutions that we're doing. They're number three, four, and five that we pulled, but it's summer rec resolution one, two, and three. That's why I said it. Ms. Rose can I have the three resolutions that we're doing under new business? I'm sorry I don't have the titles in front of me.

MS. ROSE: That's okay.

MRS. LOVRICH: We're not near each other so. Okay so we have three resolutions if nobody has any objections with moving them together. We have a resolution accepting the Board of Health extension of probationary period for the township health officer. We have a resolution appointing interns to the Manalapan Township Health Department and we have a resolution authorizing addendum to agreement with the Englishtown-Manalapan First Aid squad.

MAYOR MCNABOE: Okay. So I'll need a motion to approve on that.

MRS. COHEN: I'll make that motion.

MAYOR MCNABOE: Made my Mrs. Cohen. I need a second please.

MR. NELSON: Second.

MR. JACOBSON: I'll second.

MRS. LOVRICH: Got three seconds, pick one.

ROLL CALL

MS. ROSE: Mrs. Cohen?

MRS. COHEN: Yes.

MS. ROSE: Mr. Jacobson?

MR. JACOBSON: Yes.

MS. ROSE: Mrs. Musich?

MRS. MUSICH: Yes.

MS. ROSE: Mr. Nelson?

MR. NELSON: Yes.

MS. ROSE: Mr. McNaboe?

MAYOR MCNABOE: Yes. So we're now at the public comments session on non-agenda items. So again Mrs. Lovrich do we have names of anybody that wants to address us on any topic?

MRS. LOVRICH: Yes, I have two raising their hand and if anybody else *9 again if you just jumped on the call if you have a question under public. So I'm going to unmute with the last digits 5144, please state your name and address for the record.

MR. ZIA: Hello?

MRS. LOVRICH: Hello.

MR. ZIA: Can you hear me?

MRS. LOVRICH: Yes you're on.

MR. ZIA: Yes, how are you doing? My name is Adeel Zia. I'm a physician here who's looking to open up our Rover medical center here in Manalapan at 285 Gordon's Corner. We submitted to have the ability to provide COVID testing for the Manalapan community. I have my partners as well on the call. I've been in contact with Keith Levine specifically I spoke to him and answered some questions. We submitted a plan to have our testing done as a drive thru method on the new building that was just constructed where our clinic is at and we were informed to come and discuss any reservations you guys might have or answer any questions you guys might have for us as well.

MR. MCLAUGHLIN: Doctor good evening. This is Roger McLaughlin the township attorney. We did have the opportunity to look at the proposal and I reached out to your attorney Ms. Krimko a little while ago to let her know that we did have a couple of questions that they're not medical in nature. We got all the answers from you we needed on that end of things, but I do have a couple of questions for Ms. Krimko on other matters and I'll reach out to her tomorrow morning.

MR. ZIA: Yes I believe we did have a question regarding the queue of vehicles. We did draft a new diagram where we were able to re-direct the traffic to the side of the building where the new parking lot is going to be which can potentially hold up the forty cars, but our expectation is way less, 15-20 cars at maximum. Currently I am directing a drive thru in Monroe Township where we are doing mass testing close to 80-100 cars a day and so going by that I'm consulting on this case with the other Rover medical partners so we have submitted the new proposal with the drawings of where the traffic pattern will be because we do understand the bank's drive thru is open as well as the CVS drive thru as well. So we'll be sure to be out of their way.

MR. MCLAUGHLIN: Yeah thanks. We have your plans and I'll reach out to Ms. Krimko tomorrow morning.

MR. ZIA: Okay.

MAYOR MCNABOE: Thank you doctor. Mrs. Lovrich do we have another?

MRS. LOVRICH: Yes we have phone number 2494 that's hand's raised as well.

MR. CHOUDURY: Hello everybody, hello mayor, the township personnel. My name is Shahad Choudury. I'm a local Manalapan resident. I'm an internal medicine physician. I'm one for Rover Medical. I believe my partner actually addressed everything. Now I was just here for extra support and to address any other questions that you guys have. Currently I'm working at the hospital and the local hospitals and what we really wanted to do is just bring active testing to the community and appropriately contact trace, and manage anybody with this disease so. I believe my partner has already addressed all of you guys' questions.

MRS. LOVRICH: Okay..

MAYOR MCNABOE: Thank you doctor. Anybody else Mrs. Lovrich?

MRS. LOVRICH: No, I don't have anybody else raising their hand. Again *9 if you want to make a public comment. If not ---

MAYOR MCNABOE: We'll give an extra minute so we don't cut them off right?

MRS. LOVRICH: Yeah just in case there's a ---

MAYOR MCNABOE: We don't see anybody?

MRS. LOVRICH: I don't see anybody else, no.

MAYOR MCNABOE: Okay at that point then we're going to close public. I'd be remiss if I didn't go back. I don't know if anyone caught this about the extension of time for our health officer. So we've had a new health officer for all of six months and in that six months he got to go through this. Could you imagine that as your first time and the lead of it? So again I want to tip my hat to Keith Levine for all he's done and of course he's got a very strong second in that office in Dana Scotto who and together along with many of our volunteers certainly our Deputy Mayor who oversees our board of health, our local nurses in the town just a host of people that have really, really stepped up and I'd be remiss if I didn't say thank you to every single one of those. Mayor, do you have anything you want to add to that?

MRS. COHEN: No, thank you.

MAYOR MCNABOE: Okay. Does anyone have anything that they'd like to say? Before I close, anybody on township committee?

MRS. LOVRICH: Oh I didn't unmute them.

MAYOR MCNABOE: Oh that's fine.

MR. NELSON: Yeah the problem with being muted is you get to steal all my thunder Mayor. I'm good.

MRS. LOVRICH: So sorry.

MAYOR MCNABOE: I'm going to miss that mute button when you come back in here Eric. Okay, so nobody has anything they need to add? Okay then our next township committee meeting will be May 13, 2020 and it will be done remotely again best we know it, but we certainly assume it's going to be remote. Thank you to all that are watching us live and are participating in social distancing. At this point I need a motion to adjourn. All in favor?

ALL: Aye.

MAYOR MCNABOE: Any opposed?

MRS. COHEN: Did you unmute them?

MRS. LOVRICH: I did wait I'm going to unmute you so you can oppose us adjourning. Hold on, go ahead.

MAYOR MCNABOE: Alright.

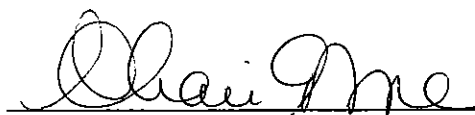
MRS. LOVRICH: Anybody?

MAYOR MCNABOE: Everybody good? Stay safe everyone and we'll talk as time goes on and we'll meet again in the meeting on May 13. Have a great night, everybody watching at home as well.

Resolutions for April 29, 2020

- 2020-157 Executive Session
- 2020-158 Authorizing **Refund of Premiums** and/or **Cost of Sale** Paid at Tax Sale
- 2020-159 Approving Close-Out Change Order #1 and Final Pay Estimate #3 to **MECO Inc. Gordons Corner Improvements** – Schilling/Tennent Road
- 2020-160 Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for a FY **2021 Municipal Aid Grant for Improvements to Ryan Road**
- 2020-161 Certifying Compliance with the United States Equal Employment Opportunity Commission's "**Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964**"
- 2020-162 Approving (Introducing) the **Municipal Budget** of the Township of Manalapan, County of Monmouth for the year **2020**
- 2020-163 Approving **Bill List** dated April 16, 2020 to April 29, 2020 Totaling **\$9,724,737.34**
- 2020-164 Accepting Board of Health Extension of Probationary Period for **Township Health Officer**
- 2020-165 Appointing Interns to the Manalapan Township Health Department
- 2020-166 Authorizing an Addendum to Agreement with the **Englishtown Manalapan First Aid Squad**

January 13, 2021
Approved


Shari Rose, Deputy Municipal Clerk