

Regular Meeting

A Regular Meeting of the Township Committee of Middletown Township was held in the Main Meeting Room at Town Hall, One Kings Highway, Middletown, New Jersey and virtually through WebEx at 7:00 p.m. on February 21, 2023.

Township Clerk Heidi Brunt called the meeting to order and read the following notice:

The Notice Requirements provided for in the Open Public Meetings Act have been satisfied. Notice of this meeting was properly given by transmission to The Asbury Park Press, The Middletown Sun and Two River Times and by posting at the Middletown Township Municipal Building and filing with the Township Clerk all on January 05, 2023.

Roll Call Vote: Present: Clarke, Kratz, Mayor Perry  
Absent: Hibell, Settembrino

Also present were Township Administrator Anthony Mercantante, Township Attorney Brian Nelson, Chief Financial Officer Colleen Lapp, Township Engineer Ted Maloney, Deputy Township Clerk Kaaren Sena and Township Clerk Heidi Brunt

### **PLEDGE OF ALLEGIANCE**

Township Clerk Heidi Brunt led the assembly in the Pledge of Allegiance.

Township Clerk Heidi Brunt requested a moment of silence to honor the troops serving worldwide defending our freedoms and way of life.

### **CERTIFICATE OF APPRECIATION/PROCLAMATIONS**

#### **Life Saving Valor Award Presentation Recognizing Middletown Resident Gianna Santilli**

Township Clerk Heidi Brunt invited Gianna Santilli and Middletown Township Fire Chiefs John Waltz Jr., Daniel Kelly, Kevin Morrissey along with Jeff Spengler from Middletown Fire Prevention to join Mayor Perry at the front of the room. Mayor Perry commended Gianna on her swift thinking and bravery and presented her with the Life Saving Valor Award.

### **APPROVAL OF MINUTES**

Township Clerk Heidi Brunt requested a motion to approve the minutes.

It was moved by Mayor Perry, seconded by Committeewoman Kratz and carried to adopt the minutes of the following meetings:

December 19, 2022 Regular Meeting, January 1, 2023 Reorganization Meeting, January 17, 2023 Regular Meeting and February 6, 2023 Workshop Meeting.

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Roll Call Vote:       Ayes: Clarke, Kratz, Mayor Perry  
                          Nays: None  
                          Abstention: None  
                          Absent: Hibell, Settembrino

Township Heidi Brunt stated Motion carries to approve the minutes.

**CONSENT AGENDA**

Township Clerk Brunt requested a motion to adopt a consent agenda including Resolutions 23-84 through 23-91 including Firefighter Applications.

It was moved by Mayor Perry, seconded by Committeeman Clarke and carried to adopt the consent agenda:

Roll Call Vote:       Ayes: Clarke, Kratz, Mayor Perry  
                          Nays: None  
                          Abstention: None  
                          Absent: Hibell, Settembrino

Township Clerk Heidi Brunt stated the motion carried to adopt the consent agenda.

**Resolution 23-84 - A Resolution of The Township of Middletown Authorizing the Sale of Surplus Personal Property No Longer Needed for Public Use on An Online Auction Website**

**WHEREAS**, the Township of Middletown has determined that the compost pile located at the compost site is no longer needed for public use; and

**WHEREAS**, the Department of Public Works has provided an estimated fair market value for the remainder of the compost, and

**WHEREAS**, the Purchasing Agent recommends the award of the contract to USGovBid (Auction Liquidation Services), located at [USGovBid.com](http://USGovBid.com), as they provided the lowest rate for the service.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Middletown, County of Monmouth, State of New Jersey as follows:

1. The award for auction services is hereby awarded to USGovBid.
2. The Township of Middletown is authorized to dispose of the surplus compost through the process of public auction.

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3. Notice of the sale shall be published at least once in a newspaper circulating in the Township of Middletown not less than 7 or more than 14 days prior to the sale.

4. The appropriate officials are hereby authorized to execute the contract with the contractor.

**Resolution 23-85 - Cancellation of Community Development Mortgages**

**BE IT RESOLVED** by the Township Committee of the Township of Middletown that the mortgages of the Township securing the Community Development and Neighborhood Preservation Program loan/grants in connection with the following properties be and hereby are authorized to be canceled because these mortgages have been repaid, expired or otherwise satisfied.

<u>Block</u>	<u>Lot</u>	<u>Borrower</u>	<u>Address</u>	<u>Amount</u>
379	2	Joseph & Barbara Carreira	44 Burlington Ave	\$21,341
69	11	Jody & Coleen Vetrano	19 Sycamore Ave	\$23,783

**BE IT FURTHER RESOLVED** that the Mayor and other authorized appropriate and responsible officials including the Township Administrator, the Director of Planning, the Community Development Director, or Township Attorney be and they are hereby authorized and directed to execute on behalf of the Township of Middletown such certifications and other documentation as may be required by the Monmouth County Clerk.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution shall be provided by the Office of the Township Clerk to the following:

- A. Community Development

**Resolution 23-86 - Resolution Approving Shared Services Agreement with The County of Monmouth for Contract Administration of The Township's Community Development Block Grant Program**

**WHEREAS**, the Township of Middletown ("Middletown") is eligible for various federal Funds pursuant to the Community Development Block Grant ("CDBG") program; and

**WHEREAS**, the CDBG program requires the creation of an appropriate administrative mechanism, and the County of Monmouth ("County") possesses such expertise and has agreed to administer Middletown's CDBG program through the County's Office of Community Development; and

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**WHEREAS**, Middletown and the County have negotiated terms to a shared services agreement providing for same, a copy of which is attached hereto and incorporated by reference; and

**WHEREAS**, entry into this shared services agreement is authorized by the New Jersey Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq.

**NOW, THEREFORE, BE IT RESOLVED** by the Township committee of the Township of Middletown in the County of Monmouth, State of New Jersey that it hereby approves entry into a shared services agreement with the County of Monmouth for contract administration of Middletown's Community Development Block Grant program, consistent with the foregoing.

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

**Resolution 23-87 - Resolution for Temporary Emergency Appropriation**

**WHEREAS**, emergent conditions have arisen with respect to the payment of bills in a number accounts and no adequate provision has been made in a Year 2023 temporary budget for the aforesaid purposes, and

**WHEREAS** NJS 40A:4-20 provides for the creation of an emergency temporary appropriation for the purposes above mentioned, and

**WHEREAS**, the total temporary emergency resolutions adopted in the Year 2023 for the Township pursuant to the provisions of Chapter 96, PL 1951 (NJS 40A:4-20) including this resolution total \$21,939,742.55 for the Current Fund, and

**NOW, THEREFORE, BE IT RESOLVED** (not less than two thirds of all members of the Township Committee of the Township of Middletown, New Jersey affirmatively concurring) that in accordance with the provisions of NJS 40A:4-20:

1. An emergency temporary appropriation shall be and the same is hereby made for the following purposes:

Attachment 1 - 2023 Temporary Budget Worksheet		2/21/2023 Meeting
Account Number	Description	
<b>Current Fund</b>		
3-01-20-110-100-100	Township Committee S&W	200.00
3-01-20-120-100-100	Township Clerk S&W	5,400.00
3-01-20-130-100-100	Finance S&W	23,500.00
3-01-20-140-100-100	MIS S&W	4,000.00
3-01-21-180-101-100	Planning Board S&W	2,800.00
3-01-21-185-100-100	Zoning Board S&W	3,200.00
3-01-22-195-100-100	Building Dept. S&W	34,000.00
3-01-25-240-100-100	Police S&W	240,900.00
3-01-25-252-100-101	Emergency Management S&W	3,900.00
3-01-25-260-100-100	First Aid S&W	900.00
3-01-25-265-100-100	Fire S&W	400.00
3-01-25-265-101-100	Uniform Fire Safety S&W	30,400.00
3-01-25-265-101-200	Uniform Fire Safety O/E	2,000.00
3-01-25-275-100-100	Prosecutor S&W	600.00
3-01-26-305-100-100	Solid Waste & Recycling S&W	56,900.00
3-01-26-310-100-100	DPW Maintenance of Public Property S&W	15,700.00
3-01-27-330-100-100	Health S&W	16,800.00
3-01-27-340-100-000	Animal Control S&W	1,900.00
3-01-28-370-100-100	Recreation S&W	2,600.00
3-01-36-472-200-284	Statutory - Social Security	83,500.00
3-01-36-477-200-284	Defined Contribution Retirement Program (DCRP)	4,000.00
3-01-42-101-200-278	Interlocal Agreement - Middletown BOE SLEO III	185,700.00
3-01-43-490-100-100	Court S&W	2,900.00
3-01-44-902-200-820	CIF - Computer/Technical Upgrades	20,000.00
	<b>TOTAL</b>	<b>742,200.00</b>

2. That said emergency temporary appropriations will be provided for in the 2023 budget under the appropriate titles.

3. That one certified copy of this resolution will be filed with the Director of Local Government Services.

**Resolution 23-88 - Resolution Cancelling Taxes on Certain Township-Owned Properties**

**WHEREAS**, the Township of Middletown (the “Township”) has acquired various properties through tax foreclosures and other means that were not previously exempt; and

**WHEREAS**, the Township wishes to cancel taxes the following Township-owned properties for 2023:

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Block 148, Lot 1 (Park Drive)  
Block 255, Lot 2 (Highway 36)  
Block 306, Lot 61 (Tenth Street)  
Block 712, Lot 1.01 (Hillside Avenue)  
Block 712, Lot 7 (Hillside Avenue)  
Block 724, Lot 3 (Middletown Avenue)  
Block 860, Lot 122 (Church Lane)  
Block 972, Lot 113 (Green Lake Drive)  
Block 975, Lot 12-17 (Unknown)  
Block 975, Lots 8, 9, 10, 11 & 13 (Unknown)

unless and until conveyed to a third party during this period, in which case the property shall no longer be exempt pursuant to this resolution.

**NOW, THEREFORE, BE RESOLVED** by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that the Tax Collector is hereby authorized and directed to cancel tax balances on the above-cited lots through December 31, 2023, unless and until conveyed to a third party during this period, in which case that property shall no longer be exempt pursuant to this resolution.

**Resolution 23-89 - Resolution Authorizing Entry of Memorandum of Understanding (“MOU”) With Community Options, Inc., A Non-Profit Corporation, For the Provision of Supportive Affordable Housing Units Upon Block 222, Lot 7**

**WHEREAS**, the Township of Middletown (the “Township”) is in the process of preparing an update to the Township’s Master Plan Housing Element (the “Plan”); and

**WHEREAS**, as a component of the Plan, the Township is proposing supportive affordable housing units for those with developmental disabilities; and

**WHEREAS**, Community Options is a non-profit organization with a long history of developing, operating and administering housing for developmentally disabled individuals, which is licensed by the New Jersey Department of Human Services; and

**WHEREAS**, the Township wishes to partner with Community Options by providing \$200,000 of dedicated Affordable Housing Trust Funds for the development of affordable supportive housing to accommodate four adults with developmental disabilities.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that it hereby authorizes and directs the Mayor or Township Administrator to execute a Memorandum of Understanding with Community Options, Inc. for the development, operation and administration of supportive affordable housing units for four individuals upon Block 222, Lot 7 while allocating \$200,000 of Affordable Housing Trust Fund monies for the same.

**Resolution 23-90 - Resolution Authorizing Entry of Memorandum of Understanding (“MOU”) With Community Options, Inc., A Non-Profit Corporation, For the Provision of Supportive Affordable Housing Units Upon Block 596, Lot 272**

**WHEREAS**, the Township of Middletown (the “Township”) is in the process of preparing an update to the Township’s Master Plan Housing Element (the “Plan”); and

**WHEREAS**, as a component of the Plan, the Township is proposing supportive affordable housing units for those with developmental disabilities; and

**WHEREAS**, Community Options is a non-profit organization with a long history of developing, operating and administering housing for developmentally disabled individuals, which is licensed by the New Jersey Department of Human Services; and

**WHEREAS**, the Township wishes to partner with Community Options by providing \$200,000 of dedicated Affordable Housing Trust Funds for the development of affordable supportive housing to accommodate four adults with developmental disabilities.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that it hereby authorizes and directs the Mayor or Township Administrator to execute a Memorandum of Understanding with Community Options, Inc. for the development, operation and administration of supportive affordable housing units for four individuals upon Block 596, Lot 272 while allocating \$200,000 of Affordable Housing Trust Fund monies for the same.

**Resolution 23-91 – Resolution Authorizing the Payment of Bills for February 21, 2023**

The Township Committee hereby approves a resolution authorizing the payment of bills for February 21, 2023, in the amount of \$4,623,299.90.

**FIREFIGHTER APPLICATIONS**

Trevor Brey Station 1  
Steven Roderman Station 4  
Jason Foster Station 8

**TOWNSHIP COMMITTEE ACTING AS THE ABC ISSING AUTHORITY**

Township Clerk Heidi Brunt requested a motion to adopt Resolution 23-92

It was moved by Mayor Perry, seconded by Committeeman Clarke and carried to adopt Resolution 23-92:

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Roll Call Vote:       Ayes: Clarke, Kratz, Mayor Perry  
                          Nays: None  
                          Abstention: None  
                          Absent: Hibell, Settembrino

Township Clerk Heidi Brunt stated the motion carried to adopt Resolution 23-92.

**Resolution 23-92 - Resolution Authorizing Person To Person And Place To Place Liquor License Transfer Plenary Retail Consumption License 1331-33-018-006**

**WHEREAS**, COATZA LLC, submitted an application for a Person to Person / Place-to-Place transfer on October 3, 2022, of license 1331-33-018-006 currently licensed to Thomas Stavola and is inactive; and

**WHEREAS**, the application has been deemed complete and the Township of Middletown has no objection to the Person to Person / Place-to-Place transfer; and

**WHEREAS**, the License has been properly renewed for the current license term, and the applicant/licensee is qualified to be licensed according to the requirements of Title 33 of the New Jersey Statutes as well as local ordinances consistent with Title 33 and the applicant/licensee has disclosed the necessary requirements for this application.

**NOW THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Middletown that the Township Committee, acting. as the local A.B.C. Board, approves the Person to Person / Place-to-Place transfer of Plenary Retail Consumption License #1331-33-018-006 to COATZA LLC, Inc. at its new location 1864 Highway 35, Middletown, NJ 07748.

**BE IT FURTHER RESOLVED** that a certified copy of the Resolution and Application be provided by the Office of the Township Clerk to each of the following: NJ State Division of the Alcohol Beverage Control, Middletown Township Police Department, and COATZA LLC, Inc. 3 Potter Place, Middletown, NJ 07748.

**TOWNSHIP COMMITTEE COMMENTS:**

Committeeman Clarke, congratulated Gianna Santilli and the Fire Department.

Committeewoman Kratz, congratulated Gianna Santilli, thankful for a happy ending and for the Middletown fire Department.

Mayor Perry, announced that the Township Attorney Brian Nelson has filed the complaint with the State regarding unfunded mandates. We need to fight this epidemic plaguing New Jersey.



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**PUBLIC COMMENTS:**

Melanie Elmiger, 43 Greentree Terrace, questioned why garbage collection is beginning at 4:30 a.m. in Lincroft? Township Engineer Ted Maloney responded that it should be starting that early and he will contact the contractor. She also inquired when Mayor's office hours are held? The Mayor confirmed his office hours are held on the second Wednesday of every month from 5:00 to 6:30 p.m.

Natalie, Political Science student at Rutgers University, questioned the township committee meeting process. Mayor Perry explained what was approved at the meeting tonight.

Bruce Stafford, 39 Brainard Avenue, questioned if Solterra is still picking up the garbage since IWS bought Solterra. He also inquired about the valve on Wilson Avenue since tonight will be high tide.

**ADJOURNMENT**

It was moved by Mayor Perry, seconded by Deputy Mayor Hibell and carried to adjourn at 7:35 pm.

Roll Call Vote: Ayes: Clarke, Kratz, Mayor Perry  
Nays: None  
Abstention: None  
Absent: Hibell, Settembrino

Clerk Brunt stated motion carried to adjourn.

Respectfully submitted,

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Heidi R Brunt  
Township Clerk

Approved:

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Anthony S. Perry, Mayor