

December 15, 2014

### **Meeting Called to Order**

The meeting was called to order at 7:00 PM.

In accordance with the requirements of Section 4(a) of C.231, P.L. 1975, the required 48 hour advance notice of this meeting was given by mailing/faxing a copy of the agenda to the Asbury Park Press and the Two River Times, in addition, to posting on the bulletin board in the Municipal Building on December 12, 2014 by the Municipal Clerk.

### **Roll Call**

Present: Mayor Burden, Councilwoman DerAsadourian, Councilman DeSalvo,  
Councilman Dodge & Councilman Pellegrino  
Also Present: Borough Attorney Martin Barger, Borough Administrator Thomas X.  
Seaman, Clerk Kathleen P. Krueger & Deputy Clerk Bonnie Brookes  
Absent: Councilmen DeNofa & Meyer

### **Salute to Flag**

Led by Mayor Burden

### **Approval of Minutes: Borough Council Meeting November 17<sup>th</sup> 2014**

Councilman Pellegrino motioned to approve the minutes of November 17<sup>th</sup> 2014, seconded by Councilman Dodge, and approved by the following vote:

AYES: DerAsadourian, Dodge & Pellegrino  
NAYS: None  
ABSTAIN: DeSalvo

### **Resolution #2014-75 (Promotion of Jessica M. Boyd to Sergeant)**

Councilman Dodge stated that Officer Boyd is about to be sworn in as the first female Sergeant in Shrewsbury's history. He reviewed Officer Boyd's record with the police department. Councilman Dodge motioned to approve Resolution #2014-75, seconded by Councilman Pellegrino and approved by the following vote:

AYES: DerAsadourian, DeSalvo, Dodge & Pellegrino  
NAYS: None  
ABSTAIN: None

Mayor Burden swore in Sgt. Boyd while her nephew, Noah, held the Bible. Sgt. Boyd's mentor, Sheriff Officer Theresa Mayer, pinned her badge onto her uniform.

### **Resolution #2014-76 (Promotion of James G. Ramsey III to Detective Sergeant)**

Councilman Dodge reviewed Officer Ramsey's history with the police department. Councilman Dodge motioned to approve Resolution #2014-76, seconded by Councilman Pellegrino and approved by the following vote:

AYES: DerAsadourian, DeSalvo, Dodge & Pellegrino  
NAYS: None  
ABSTAIN: None

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Mayor Burden swore in Det. Sgt. Ramsey as his children, Mia, Jack, and Dylan, held the Bible. Det. Sgt. Ramsey's wife, Lauren, pinned his badge onto his uniform.

**Resolution #2014-77 (Promotion of Daniel J. Calicari to Lieutenant)**

Councilman Dodge shared a personal story concerning Officer Calicari. Councilman Dodge motioned to approve Resolution #2014-77, seconded by Councilman DeSalvo and approved by the following vote:

AYES:	DerAsadourian, DeSalvo, Dodge & Pellegrino
NAYS:	None
ABSTAIN:	None

Mayor Burden swore in Lt. Calicari as his children, Taylor and Daniel, held the Bible. Lt. Calicari's wife, Laura, pinned his badge onto his uniform.

**Presentation of 'The White Road Cup' Trophy**

Mayor Burden stated that this was the first year he attended the Annual White Road Cup Football Game between Shrewsbury Borough School graduates and Little Silver's Markham Place School graduates. He invited the players in attendance to come forward and address the Council.

Rick Brandt, Little Silver introduced the three captains, Jim Whelan, Steve Wikoff, and Daniel DeCristofaro, all residents of Shrewsbury. He noted that this was The White Road Cup's thirteenth year and explained that this is a charity game which benefits Lunch Break in Red Bank. He added that this game is all about getting together with family and friends and is greatly supported by the community including the schools, fire, police, and local businesses. Mr. Brandt informed the Council that Shrewsbury won the game this year in overtime, 13-10. He asked if a photo could be taken with the Council which they obliged.

Clerk Krueger inquired where the trophy resides. Mr. Brandt stated that for two weeks after the victory the trophy is kept in the winning town's favorite food establishment. He offered for the Borough to display it at the Borough Hall after those two weeks.

**Overview of the Safety Management Program – Karen Lloyd**

Ms. Lloyd explained to the Council that the Borough's membership in MEL-JIF, requires her as Safety Coordinator to meet with them yearly to discuss the Borough's safety program. She provided a brief history of the MEL-JIF and the advantages of participating in the excess liability fund. She continued explaining the purpose of the Program was to maximize the safety of the employees, volunteers and our community by reducing and/or eliminating preventable accidents and injuries and reviewed how the Borough tries to achieve that goal. Ms. Lloyd reviewed the handouts she provided the Council. Ms. Lloyd also explained the various trainings that all the departments are required to do and MEL-JIF's expectations of each department. Ms. Lloyd shared with the Council how the Borough receives random site visits from MEL-JIF and can get audited by PEOSHA and/or OSHA.

Ms. Lloyd described her job responsibilities, the reporting and safety policies required by MEL-JIF, state and the federal government.

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Ms. Lloyd said they she felt it was important for the Council to be aware of the Borough's loss time and claim information and referred to a handout. She explained that each year's figures can vary considerably noting that injuries can cause a lot of loss time and cripple the Borough's workforce. Councilwoman DerAsadourian questioned if the Borough's high volume of loss time could adversely affect the Borough and its participation in MEL-JIF. Ms. Lloyd noted that the Borough has had some very good years in the past and they have won awards for their performance and that this year was just a bad year. She added that they understand that the injury that caused a majority of this year's loss time was not a preventable injury. She stated that MEL-JIF looks at the municipality's three year average of claim payouts along with the average of the other 37 municipalities within the JIF in determining any premium adjustments. Ms. Lloyd stated that she is very concerned about this year's preventable property loss claims. Ms. Lloyd and the Council discussed the various departments' role in loss time and property loss claims. Ms. Lloyd informed the Council of the measures various departments were taking to prevent these types of incidents. Council discussed toolbox talks and trainings with Ms. Lloyd. Referring to one of the handouts, Mayor Burden stated that some towns reported no injuries in three years which Ms. Lloyd explained that the average age of the municipalities' workforce could impact these numbers. Ms. Lloyd also reviewed the Borough's Fleet Safety Program with the Council.

Councilwoman DerAsadourian inquired if the Borough has one 'Property Casualty Risk Manager' that has been assigned to the Borough as our main contact person at the MEL-JIF who handles all our needs. Ms. Lloyd explained how MEL-JIF is structured and noted who the Borough's contacts are at MEL-JIF. Councilwoman DerAsadourian stated that she has had questions in the past on various issues and wanted to know who to contact to get answers.

Mr. Seaman thanked Ms. Lloyd for all her hard work and added that Ms. Lloyd has helped Little Silver develop their Safety Program. Mayor Burden and the Council also thanked Ms. Lloyd. Mayor Burden reminded Council of an upcoming workshop for the MEL-JIF that they should attend.

**Resolution #2014-78 (Appropriation Transfer #4)**

Councilman Dodge motioned to approve Resolution #2014-78, seconded by Councilman DeSalvo and approved by the following vote:

AYES:	DerAsadourian, DeSalvo, Dodge & Pellegrino
NAYS:	None
ABSTAIN:	None

**Resolution #2014-79 (Authorize Finance Officer to Cancel Checks)**

**Resolution #2014-80 (Authorize Finance Officer to Cancel Grant Appropriation Reserves)**

**Resolution #2014-81 (Authorize Finance Officer to Cancel Capital Ordinances)**

Councilman Pellegrino motioned to approve Resolutions #2014-79, 80 & 81, seconded by Councilman Dodge and approved by the following vote:

AYES:	DerAsadourian, DeSalvo, Dodge & Pellegrino
NAYS:	None
ABSTAIN:	None

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**Resolution #2014-82 (Authorizing the Mayor & Clerk to Execute a Shared Service Agreement with Monmouth County for 911 Services)**

The Council discussed the scope of the services provided by Monmouth County. Councilman Pellegrino motioned to approve Resolution #2014-82, seconded by Councilman Dodge and approved by the following vote:

AYES: DerAsadourian, DeSalvo, Dodge & Pellegrino  
NAYS: None  
ABSTAIN: None

**Resolution #2014-83 (Authorize Cancellation of Assessment/Taxes for Block 2, Lots 1.01 & 1.02)**

Mr. Seaman explained that these properties were restructured by deed but not by tax bill and this will correct that issue. Councilman Pellegrino motioned to approve Resolution #2014-83, seconded by Councilman Dodge and approved by the following vote:

AYES: DerAsadourian, DeSalvo, Dodge & Pellegrino  
NAYS: None  
ABSTAIN: None

**Administrator's Report**

Mr. Seaman reported that the Monmouth County Freeholders would be holding a meeting this week on the new Tax Assessment Program which the Council is invited to attend. He noted that he would be attending with the Borough's Assessor, Bill Fitzpatrick. Mr. Seaman informed the Council that the Borough received bids for the Bond Anticipation Notes and the winning bid was .5%. He informed the Council that we would be moving forward with this bid.

Mr. Seaman stated that the Borough Engineer submitted Change Order #1 for the Patterson Avenue Calming Project. Councilman DeSalvo stated that they had issues with gas mains not being in the correct place, and that different drainage pipes were required, in addition to some subsurface being washed away.

*Councilman Dodge motioned to approve Change Order #1 for the Patterson Avenue Calming Project, seconded by Council DeSalvo, and approved by the following vote:*

*AYES: DerAsadourian, DeSalvo, Dodge & Pellegrino  
NAYS: None  
ABSTAIN: None*

**Reports of Council**

Councilman DeNofa's report was relayed by Councilman DeSalvo. Councilman DeSalvo reported that there is a heat issue in the DPW garage and that the Borough received three quotes to install heat in the garage and the break room. He stated that the quotes the Borough received were \$16,840 from Brown's Heating & Cooling, \$33,800 from Automated Building Controls, and \$25,750 from Perfect Climate. Ms. Seaman noted that there is money available in the budget. The Council discussed the drastic difference in the quotes.

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*Councilman DeSalvo motioned to accept the quote from Brown's in the amount of \$16,840 to heat the DPW Garage, seconded by Councilwoman DerAsadourian and approved by the following vote:*

*AYES: DerAsadourian, DeSalvo, Dodge & Pellegrino*

*NAYS: None*

*ABSTAIN: None*

Councilwoman DerAsadourian had nothing to report.

Councilman DeSalvo reported that the Community Alliance would like to take responsibility for planning the Recreation's soccer and baseball/softball parades from the now defunct Shrewsbury Youth Athletic Association (SYAA). The Council discussed who should take the responsibility of the sport parades. The Council decided to discuss this issue with various committees to see what would be best for the children. They also discussed the functions of the Recreation Committee and the SYAA.

Attorney Barger exited the meeting at 8:25pm.

Councilman Dodge updated the Council that there has been no response from the PBA on an ongoing issue.

Councilman Pellegrino reported that the Finance Committee has been holding department meetings and that the Community Garden Committee has revamped the rules for 2015.

### **Mayor's Report**

Mayor Burden reported on various meetings he had attended in the previous two weeks. He updated the Council on the Wardell House and noted the changes in leadership in various Borough organizations.

### **Correspondence**

Municipal Clerk Krueger stated that the Council received a request to waive the Borough portion of the raffle application fee for the Shrewsbury Borough School's 2015 Gala. The Council agreed to waive the fee.

### **Open the Meeting to the Public**

Councilman DeSalvo motioned to open the meeting to the public, seconded by Councilman Dodge and approved by the rest of the Council.

Karen Lloyd, 308 2<sup>nd</sup> Avenue, Bradley Beach, explained the difference between the Recreation Committee and the SYAA, stating that SYAA was created as the fundraising arm of the Recreation Committee. She suggested that the Borough meet with Little Silver to see how they run their parades and sports scheduling in their municipality. Councilman Dodge stated that the Recreation Committee is not prohibited from fundraising and discussed their budget, fees, and fundraising. Ms. Lloyd expressed her concern over moving the parade away from the Recreation Committee unless the Alliance is going to consider including other Borough groups since the Alliance runs programs that benefit the entire community not just recreation sports. She added

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that the Egg Hunt is something for all of the Borough children. The Mayor stated that he would meet with a group of representatives from each organization and get this worked out.

**Close the Meeting to the Public**

Councilman Pellegrino motioned to close the meeting to the public, seconded by Councilman Dodge with all members present voting yes.

**Payment of the Bills**

Councilman Pellegrino motioned to approve the bills list in the amount of \$840,250.03, seconded by Councilman Dodge and approved by the following vote:

AYES: DerAsadourian, DeSalvo, Dodge & Pellegrino

NAYS: None

ABSTAIN: None

**Adjourn**

Councilman Dodge motioned to adjourn the meeting at 8:42 PM, seconded by Councilman DeSalvo, and approved by Roll Call Vote with all members present voting yes.

**Attest:** \_\_\_\_\_  
Kathleen P. Krueger, RMC – Municipal Clerk

**Approve:** \_\_\_\_\_  
Mayor Donald Burden