

## **STAFFORD TOWNSHIP COUNCIL MEETING AGENDA JANUARY 24, 2023**

Township Clerk Linda Martin calls the Stafford Township Council Meeting to order with the Salute to the Flag and the reading of the Open Public Meeting Statement. Time:

**OPEN PUBLIC MEETING STATEMENT:** “THIS MEETING COMPLIES WITH THE OPEN PUBLIC MEETING ACT BY ADOPTION OF A RESOLUTION SETTING FORTH MEETING DATES FOR 2023. NOTIFICATION AND PUBLICATION OF THESE MEETINGS WERE GIVEN TO THREE LOCAL NEWSPAPERS AND POSTING OF SAME ON THE MUNICIPAL BULLETIN BOARD”.

**ROLL CALL:** Mr. Esposito \_\_\_\_, Mr. Henken \_\_\_\_, Mr. Krier \_\_\_\_, Ms. Mower \_\_\_\_, Mr. Steadman \_\_\_\_, Council President Otte \_\_\_\_, Mayor Myhre \_\_\_\_

### **ORDINANCES INTRODUCTION & FIRST READING**

#### **ORDINANCE 2023-03**

**ORDINANCE AUTHORIZING THE ACCEPTANCE OF AN EASEMENT THROUGH A PROTION OF BLOCK 147.53, LOT 155**

**Motion to adopt Ordinance 2023-03 on 1st reading was made by \_\_\_\_ 2<sup>nd</sup> \_\_\_\_**

RCV: Mr. Esposito \_\_\_\_, Mr. Henken \_\_\_\_, Mr. Krier \_\_\_\_, Ms. Mower \_\_\_\_, Mr. Steadman \_\_\_\_, Ms. Otte \_\_\_\_, Mayor Myhre \_\_\_\_

#### **ORDINANCE 2023-04**

**ORDINANCE AUTHORIZING THE ACCEPTANCE OF AN EASEMENT THROUGH A PORTION OF BLOCK 147.36, LOT 318**

**Motion to adopt Ordinance 2023-04 on 1<sup>st</sup> reading was made by \_\_\_\_ 2<sup>nd</sup> \_\_\_\_**

RCV: Mr. Esposito \_\_\_\_, Mr. Henken \_\_\_\_, Mr. Krier \_\_\_\_, Ms. Mower \_\_\_\_, Mr. Steadman \_\_\_\_, Ms. Otte \_\_\_\_, Mayor Myhre \_\_\_\_

**PLEASE NOTE THE ABOVE ORDINANCES  
WILL BE SCHEDULED FOR PUBLIC  
COMMENT AT THE FEBRUARY 14, 2023  
COUNCIL MEETING**

**ORDINANCES SECOND READING & FINAL ADOPTION**

**ORDINANCE 2023-01**

**AN ORDINANCE ALLOWING THE MUNICIPALITY IN PREPARING ITS 2023 BUDGET TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK PURSUANT TO N.J.S.A. 40A:4-45.14**

**Mayor Myhre to open public comment**

**Mayor Myhre to close public comment**

**Motion to adopt Ordinance 2023-01 on 2nd reading was made by \_\_\_\_2<sup>nd</sup> \_\_\_\_**

RCV: Mr. Esposito\_\_\_\_, Mr. Henken\_\_\_\_, Mr. Krier\_\_\_\_, Ms. Mower\_\_\_\_, Mr. Steadman\_\_\_\_, Ms. Otte\_\_\_\_,  
Mayor Myhre\_\_\_\_

**ORDINANCE 2023-02**

**ORDINANCE OF THE TOWNSHIP OF STAFFORD, COUNTY OF OCEAN, STATE OF NEW JERSEY FIXING AND DETERMINING SALARIES AND WAGES OF CERTAIN EMPLOYEES AND OFFICIALS OF THE TOWNSHIP OF STAFFORD, COUNTY OF OCEAN, STATE OF NEW JERSEY FOR 2023**

**Motion to adopt Ordinance 2023-02 on 2nd reading was made by \_\_\_\_2<sup>nd</sup> \_\_\_\_**

**Mayor Myhre to open public comment**

**Mayor Myhre to close public comment**

RCV: Mr. Esposito\_\_\_\_, Mr. Henken\_\_\_\_, Mr. Krier\_\_\_\_, Ms. Mower\_\_\_\_, Mr. Steadman\_\_\_\_, Ms. Otte\_\_\_\_,  
Mayor Myhre\_\_\_\_

**CONSENT AGENDA**

**CONSENT AGENDA ITEMS ARE CONSIDERED TO BE ROUTINE AND WILL BE ENACTED WITH A SINGLE MOTION. ANY ITEMS REQUIRING EXPENDITURE AND SUPPORTED BY A "CERTIFICATION OF FUNDS" BY THE CHIEF FINANCIAL OFFICER. ANY ITEM REQUIRING DISCUSSION WILL BE REMOVED FROM THE CONSENT AGENDA. ALL CONSENT AGENDA ITEMS WILL BE REFLECTED IN FULL IN THE MINUTES**

**RESOLUTION 2023-66**

**ACCEPTING THE RETIREMENT OF LINDA MARTIN**

**RESOLUTION 2023-67**

**APPROVING AND AUTHORIZING CERTAIN PERSONNEL ACTIONS**

**RESOLUTION 2023-68**

**AUTHORIZING THE SUBMISSION OF A STRATEGIC PLAN FOR THE STAFFORD TOWNSHIP MUNICIPAL ALLIANCE GRANT FOR THE FISCAL YEAR 2024**

**RESOLUTION 2023-69**

**AUTHORIZING VETERAN'S DISABILITY TAX EXEMPTIONS PURSUANT TO N.J.S.A. 54:4-3.30 ON VARIOUS PROPERTIES**

**RESOLUTION 2023-70**

**AUTHORIZING A REFUND OF TAXES PAID ON PROPERTY WHERE AN EXEMPTION CLAIM HAS BEEN ALLOWED PURSUANT TO N.J.S.A. 54:4-3.32**

**RESOLUTION 2023-71**

**REQUESTING PERMISSION FOR THE DEDICATION BY RIDER FOR UNIFORM FIRE SAFETY ACT  
PENALTY MONEYS PURSUANT TO N.J.A.C. 5:70-2.12**

**RESOLUTION 2023-72**

**AUTHORIZING THE SALE OF SURPLUS PROPERTY NO LONGER NEEDED FOR PUBLIC USE ON AN  
ON-LINE AUCTION WEBSITE, WWW.GOVDEALS.COM (Project #2023-014)**

**WATER/SEWER RESOLUTIONS**

**W/S RESOLUTION 2023-10**

**AUTHORIZING THE WATER AND SEWER UTILITY COLLECTOR TO CANCEL WATER AND/OR  
SEWER CHARGES**

**W/S RESOLUTION 2023-11**

**ACCEPTING CLOSEOUT DOCUMENTS, MAINTENANCE GUARANTEE, AND AUTHORIZING FINAL  
PAYMENT TO CONTRACTOR**

**W/S RESOLUTION 2023-12**

**AWARDING A CONTRACT FOR THE RE-BID OF CEDAR BONNET ISLAND WATER MAIN  
REPLACEMENT FOR THE TOWNSHIP OF STAFFORD (#2022-057A)**

**Motion to adopt the consent agenda of January 24, 2023**

Motion to adopt \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

RCV: Mr. Esposito\_\_\_\_, Mr. Henken\_\_\_\_, Mr. Krier\_\_\_\_, Ms. Mower\_\_\_\_, Mr. Steadman\_\_\_\_, Ms. Otte\_\_\_\_,  
Mayor Myhre\_\_\_\_

**AUTHORIZING THE PAYMENT OF TOWNSHIP BILLS IN THE AMOUNT OF \$10,856,252.50**

Motion to approve the Voucher Resolution was made by \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

RCV: Mr. Esposito\_\_\_\_, Mr. Henken\_\_\_\_, Mr. Krier\_\_\_\_, Ms. Mower\_\_\_\_, Mr. Steadman\_\_\_\_, Ms. Otte\_\_\_\_,  
Mayor Myhre\_\_\_\_

**GOVERNING BODY COMMENTS-**

**PUBLIC COMMENT-5 MINUTE LIMIT PER INDIVIDUAL**

**FIVE (5) MINUTE LIMIT PER INDIVIDUAL. ALL COMMENTS WILL BE  
ADDRESSED TO THE MAYOR AND ALL INDIVIDUALS MAKING  
COMMENT MUST STATE THEIR NAME AND ADDRESS FOR THE  
RECORD. MAYOR MYHRE WILL RESPOND ONCE YOUR COMMENT  
IS COMPLETE**

**Mayor Myhre to open public comment**

**Mayor Myhre to close public comment**

**EXECUTIVE SESSION**

**RESOLUTION OF THE TOWNSHIP OF STAFFORD, COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING AN EXECUTIVE SESSION FOR LEGAL AND PERSONNEL MATTERS FOLLOWING  
WITHIN THE ATTORNEY CLIENT PRIVILEGE. NO ACTION WILL BE TAKEN FOLLOWING  
EXECUTIVE SESSION.**

**Motion to recess to Executive Session was made by \_\_\_\_ 2<sup>nd</sup> \_\_\_\_  
All in favor \_\_\_\_**

**Motion to close Executive Session was made by \_\_\_\_ 2<sup>nd</sup> \_\_\_\_  
All in favor \_\_\_\_\_**

**ADJOURNMENT**

**Motion to adjourn the Township Council Meeting of January 24, 2023 was made by \_\_\_\_ 2<sup>nd</sup> \_\_\_\_**

**All in favor: \_\_\_\_\_**

**Time: \_\_\_\_\_**

**ORDINANCE NO. 2023-03**

**AN ORDINANCE OF THE TOWNSHIP OF STAFFORD,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING THE ACCEPTANCE OF AN EASEMENT  
THROUGH A PORTION OF BLOCK 147.53, LOT 155.**

**WHEREAS**, Mr. John J. Rendzia and Mrs. Laraine Rendzia (hereinafter "Property Owners" or "Grantors") is the owner of Block 147.53, Lot 155; and

**WHEREAS**, the Township of Stafford ("Township") has requested a 5 foot wide drainage easement over a portion of the Property from Grantors; and

**WHEREAS**, Grantors have agreed to grant the easement, which is authorized to be acquired by the Township pursuant to N.J.S.A. 40A:12-4.

**NOW, THEREFORE, BE IT ORDAINED**, by the governing body of the Township of Stafford, County of Ocean, State of New Jersey, as follows:

**SECTION 1.** The Governing Body hereby authorizes and approves the acquisition for the purchase price of \$1.00 from Mr. John J. Rendzia and Mrs. Laraine Rendzia, a perpetual drainage easement in and along a portion of property known as Block 147.53, Lot 155 on the Tax Map of the Township of Stafford. The easement is attached hereto and incorporated herein as Schedule A.

**SECTION 2.** That the Mayor and Township Clerk are hereby authorized and directed to execute any and all such documents providing for the Township's acquisition of interest in the Property and to undertake any and all such acts as may be necessary to effectuate the terms hereof, subject to the Township Attorney's approval of the form and substance of said documents.

**SECTION 3.** If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

**SECTION 4.** This ordinance shall take effect after second reading and publication as required by law.

**NOTICE**

**NOTICE IS HEREBY GIVEN** that the foregoing ordinance was introduced and passed on first reading at a regular meeting of the Township Council of the Township of Stafford, in the County of Ocean, State of New Jersey, held on **January 24, 2023**, and will be considered for second reading and final passage at the regular meeting of said Governing Body to be held on the \_\_\_\_\_ day of \_\_\_\_\_, **2023**, at 7:00 P.M., or as soon thereafter as this matter can be reached, at the meeting room of the Municipal Building located at 260 East Bay Avenue, Manahawkin, New Jersey, at which time all persons interested shall be given an opportunity to be heard concerning this ordinance.

\_\_\_\_\_  
**LINDA MARTIN, RMC**

Township Clerk, Township of Stafford

**CERTIFICATION**

I, **LINDA MARTIN**, Municipal Clerk of the Township of Stafford, do hereby certify that the foregoing Ordinance was duly adopted on second reading and public comment by the Stafford Township Governing Body at their meeting held on the \_\_\_\_ day of \_\_\_\_\_ **2023**.

\_\_\_\_\_  
**LINDA MARTIN, RMC**

**Municipal Clerk, Stafford Township**

Prepared by: \_\_\_\_\_  
MATTHEW J. DONOHUE, ESQ.

## GRANT OF EASEMENT

**THIS GRANT OF EASEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_,  
**2023,**

**BETWEEN: JOHN RENDZIA AND LARAIN RENDZIA**, having an address of 2092  
Mill Creek Road, Manahawkin, New Jersey 08050,

Hereinafter called "Grantors,"

**AND: THE TOWNSHIP OF STAFFORD**, a municipal corporation of the State of  
New Jersey, having its principal offices located at 260 East Bay Avenue,  
Manahawkin, New Jersey 08050,

Hereinafter called "Grantee,"

### **WITNESSETH:**

That the said Grantors, for and in consideration of **ONE AND NO/100 (\$1.00)**  
**DOLLARS**, do grant and convey unto the said Grantee, its successors and assigns:

ALL that right-of-way and perpetual easement ("permanent easement") in and  
along a portion of property known as Block 147.53, Lot 155 on the Tax Map of the Township  
of Stafford, for the installation, repair, relocation, maintenance or removal of underground  
storm water drainage pipelines and/or mains and facilities or appurtenances as required in the  
use, operation and maintenance of a storm water drainage system. This system will convey  
storm water across, through, and under the lands hereinafter described.

The Grantors do hereby grant to the Grantee the right to excavate and refill  
ditches and/or trenches for the location of said storm water drainage pipelines and/or mains  
and facilities and/or appurtenances and the further right to do all things proper, necessary for  
or incidental to the location, construction maintenance and operation of said storm water  
drainage pipelines and/or mains and facilities and/or appurtenances.

**TO HAVE AND TO HOLD** the same forever for the use of said Grantee, its  
successors and assigns.

Said permanent easement lies in and along premises of the Grantor in the Township of Stafford, County of Ocean and State of New Jersey, more particularly described on the attached Schedule A.

The Grantee shall have the right to patrol, inspect, redesign, rebuild or alter said drainage system and to install such additional lines, apparatus and equipment as the Grantee may at any time determine necessary and the right to remove any line or any part thereof. Together also with the right from time to time to remove or clear and keep clear any and all trees, underbrush, structures and other obstructions upon said right-of-way, together also with the right of entry upon the Grantors' said lands for all the purposes as aforesaid. If any trees, fencing and/or landscaping improvements within the easement area are disturbed or removed by the construction, installation, maintenance or extension of any drainage improvements within the easement area, Grantee agrees to replace said trees, fencing and/or landscaping improvements so as to restore the area to its original condition.

Subject to the Grantee's exercise of the rights granted hereby, the Grantors may use the ground within the limits of said right-of-way without substantial change of grade, provided that such use shall not interfere with, limit or obstruct any subsequent exercise of the right hereby granted; and provided further that no building or structure shall be erected within said right-of-way.

The Grantors hereby covenants with the Grantee that the Grantors are lawfully seized and possessed of the real estate above described and that Grantors have a good and lawful right to convey it or any part thereof.

**IN WITNESS WHEREOF**, the said Grantors have hereunto set their hand and seal the day and year first above written.

Signed, Sealed and Delivered  
in the presence of:

\_\_\_\_\_  
witness

\_\_\_\_\_  
**JOHN RENDZIA**

\_\_\_\_\_  
witness

\_\_\_\_\_  
**LARAIN RENDZIA**



STATE OF NEW JERSEY :  
 : SS  
COUNTY OF OCEAN :

I CERTIFY that on \_\_\_\_\_, 2023, \_\_\_\_\_  
\_\_\_\_\_ personally came before me and stated under oath to  
my satisfaction that:

- (a) this person is the attesting witness to the signing of this document by John and Laraine Rendzia;
- (b) this document was signed and delivered by John and Laraine Rendzia as a voluntary act; and
- (c) this person signed this proof to attest to the truth of these facts.

\_\_\_\_\_  
Signed and sworn to before me on this  
\_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
(print name and title below signature)

**ORDINANCE NO. 2023-04**

**AN ORDINANCE OF THE TOWNSHIP OF STAFFORD,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING THE ACCEPTANCE OF AN EASEMENT  
THROUGH A PORTION OF BLOCK 147.36, LOT 318.**

**WHEREAS**, Mr. Sean Schwindt and Mrs. Nancy Schwindt (hereinafter “Property Owners” or “Grantors”) is the owner of Block 147.36, Lot 318; and

**WHEREAS**, the Township of Stafford (“Township”) has requested a 5 foot wide drainage easement over a portion of the Property from Grantors; and

**WHEREAS**, Grantors have agreed to grant the easement, which is authorized to be acquired by the Township pursuant to N.J.S.A. 40A:12-4.

**NOW, THEREFORE, BE IT ORDAINED**, by the governing body of the Township of Stafford, County of Ocean, State of New Jersey, as follows:

**SECTION 1.** The Governing Body hereby authorizes and approves the acquisition for the purchase price of \$1.00 from Mr. Sean Schwindt and Mrs. Nancy Schwindt, a perpetual drainage easement in and along a portion of property known as Block 147.36, Lot 318 on the Tax Map of the Township of Stafford. The easement is attached hereto and incorporated herein as Schedule A.

**SECTION 2.** That the Mayor and Township Clerk are hereby authorized and directed to execute any and all such documents providing for the Township’s acquisition of interest in the Property and to undertake any and all such acts as may be necessary to effectuate the terms hereof, subject to the Township Attorney’s approval of the form and substance of said documents.

**SECTION 3.** If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

**SECTION 4.** This ordinance shall take effect after second reading and publication as required by law.

**NOTICE**

**NOTICE IS HEREBY GIVEN** that the foregoing ordinance was introduced and passed on first reading at a regular meeting of the Township Council of the Township of Stafford, in the County of Ocean, State of New Jersey, held on **January 24, 2023**, and will be considered for second reading and final passage at the regular meeting of said Governing Body to be held on the \_\_\_\_\_ day of \_\_\_\_\_, **2023**, at 7:00 P.M., or as soon thereafter as this matter can be reached, at the meeting room of the Municipal Building located at 260 East Bay Avenue, Manahawkin, New Jersey, at which time all persons interested shall be given an opportunity to be heard concerning this ordinance.

\_\_\_\_\_  
**LINDA MARTIN, RMC**

Township Clerk, Township of Stafford

**CERTIFICATION**

I, **LINDA MARTIN**, Municipal Clerk of the Township of Stafford, do hereby certify that the foregoing Ordinance was duly adopted on second reading and public comment by the Stafford Township Governing Body at their meeting held on the \_\_\_\_ day of \_\_\_\_\_ **2023**.

\_\_\_\_\_  
**LINDA MARTIN, RMC**

**Municipal Clerk, Stafford Township**

Prepared by: \_\_\_\_\_  
MATTHEW J. DONOHUE, ESQ.

**GRANT OF EASEMENT**

**THIS GRANT OF EASEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_,  
**2023,**

**BETWEEN: SEAN SCHWINDT AND LARAINA RENDZIA**, having an address of 31  
Nancy Drive, Manahawkin, New Jersey 08050,

Hereinafter called "Grantors,"

**AND: THE TOWNSHIP OF STAFFORD**, a municipal corporation of the State of  
New Jersey, having its principal offices located at 260 East Bay Avenue,  
Manahawkin, New Jersey 08050,

Hereinafter called "Grantee,"

**W I T N E S S E T H:**

That the said Grantors, for and in consideration of **ONE AND NO/100 (\$1.00)**  
**DOLLARS**, do grant and convey unto the said Grantee, its successors and assigns:

ALL that right-of-way and perpetual easement ("permanent easement") in and  
along a portion of property known as Block 147.36, Lot 318 on the Tax Map of the Township  
of Stafford, for the installation, repair, relocation, maintenance or removal of underground  
storm water drainage pipelines and/or mains and facilities or appurtenances as required in the  
use, operation and maintenance of a storm water drainage system. This system will convey  
storm water across, through, and under the lands hereinafter described.

The Grantors do hereby grant to the Grantee the right to excavate and refill  
ditches and/or trenches for the location of said storm water drainage pipelines and/or mains  
and facilities and/or appurtenances and the further right to do all things proper, necessary for  
or incidental to the location, construction maintenance and operation of said storm water  
drainage pipelines and/or mains and facilities and/or appurtenances.

**TO HAVE AND TO HOLD** the same forever for the use of said Grantee, its  
successors and assigns.

Said permanent easement lies in and along premises of the Grantor in the Township of Stafford, County of Ocean and State of New Jersey, more particularly described on the attached Schedule A.

The Grantee shall have the right to patrol, inspect, redesign, rebuild or alter said drainage system and to install such additional lines, apparatus and equipment as the Grantee may at any time determine necessary and the right to remove any line or any part thereof. Together also with the right from time to time to remove or clear and keep clear any and all trees, underbrush, structures and other obstructions upon said right-of-way, together also with the right of entry upon the Grantors' said lands for all the purposes as aforesaid. If any trees, fencing and/or landscaping improvements within the easement area are disturbed or removed by the construction, installation, maintenance or extension of any drainage improvements within the easement area, Grantee agrees to replace said trees, fencing and/or landscaping improvements so as to restore the area to its original condition.

Subject to the Grantee's exercise of the rights granted hereby, the Grantors may use the ground within the limits of said right-of-way without substantial change of grade, provided that such use shall not interfere with, limit or obstruct any subsequent exercise of the right hereby granted; and provided further that no building or structure shall be erected within said right-of-way.

The Grantors hereby covenants with the Grantee that the Grantors are lawfully seized and possessed of the real estate above described and that Grantors have a good and lawful right to convey it or any part thereof.

**IN WITNESS WHEREOF**, the said Grantors have hereunto set their hand and seal the day and year first above written.

Signed, Sealed and Delivered  
in the presence of:

\_\_\_\_\_  
witness

\_\_\_\_\_  
**SEAN SCHWINDT**

\_\_\_\_\_  
witness

\_\_\_\_\_  
**NANCY SCHWINDT**

STATE OF NEW JERSEY

:

SS

COUNTY OF OCEAN

:

**I CERTIFY** that on \_\_\_\_\_, **2023**, \_\_\_\_\_  
\_\_\_\_\_ personally came before me and stated under oath to  
my satisfaction that:

- (a) this person is the attesting witness to the signing of this document by Sean and Nancy Schwindt;
- (b) this document was signed and delivered by Sean and Nancy Schwindt as a voluntary act; and
- (c) this person signed this proof to attest to the truth of these facts.

\_\_\_\_\_  
Signed and sworn to before me on this  
\_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
(print name and title below signature)

**ORDINANCE 2023-01**

**AN ORDINANCE OF THE TOWNSHIP OF STAFFORD, COUNTY OF OCEAN, STATE OF NEW JERSEY, ALLOWING THE MUNICIPALITY IN PREPARING ITS 2023 BUDGET TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK PURSUANT TO N.J.S.A. 40A:4-45.14**

**WHEREAS**, the Local Government CAP Law, N.J.S.A. 40A:4-45.1 et. seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

**WHEREAS**, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

**WHEREAS**, the Township Council of the Township of Stafford in the County of Ocean finds it advisable and necessary to increase its 2023 budget by up to 3.5% over the previous year's final appropriations in the interest of promoting health, safety and welfare of the citizens; and

**WHEREAS**, the Township Council hereby determines that a 1.0% increase in the budget for said year, amounting to **\$396,390.07** in excess of the increase in final appropriations otherwise permitted by the Local Government CAP Law, is advisable and necessary.

**WHEREAS**, the Township Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW, THEREFORE, BE IT ORDAINED**, by the Mayor and Township Council of the Township of Stafford, County of Ocean, State of New Jersey, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the 2023 budget year, the final appropriations of the Township of Stafford shall, in accordance with this ordinance and N.J.S.A. 40A:4-45.14, be increased by 3.5% amounting to **\$1,387,365.23** and that the 2023 municipal budget for the Township of Stafford be approved and adopted in accordance with this ordinance; and

**BE IT FURTHER ORDAINED**, that any amount authorized herein above that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

**NOTICE**

**NOTICE IS HEREBY GIVEN**, that the foregoing ordinance was introduced and passed by the Township Council on first reading at a meeting of the Township Council of the Township of Stafford held on the **3rd** day of **January 2023** and will be considered for second reading and final passage at a regular meeting of the Township Council to be held on the **24th** day of **January 2023** at 7:00 p.m. at the Municipal Building located at 260 East Bay Avenue, Manahawkin, New Jersey, at which time and place any persons desiring to be heard upon the same will be given the opportunity to be so heard.

A handwritten signature in cursive script, appearing to read "Linda Martin", written over a horizontal line.

**LINDA MARTIN**  
**Municipal Clerk**

**CERTIFICATION**

I, **LINDA MARTIN**, Municipal Clerk of the Township of Stafford, do hereby certify that the foregoing Ordinance was duly adopted on second reading and public comment by the Stafford Township Governing Body at their meeting held on the **24th** day of **January 2023**.

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**LINDA MARTIN**  
**Municipal Clerk**



**ORDINANCE NO. 2023 -02**

An Ordinance of the Township of Stafford, County of Ocean, State of New Jersey Fixing and Determining Salaries and Wages of Certain Employees and Officials Of the Township of Stafford, County of Ocean, State of New Jersey for 2023.

Section 1: The following salary ranges be and are hereby established for 2023

**Salaries for 2023****Elected Officials**

Mayor	\$ 12,000.00
Council Person	9,000.00

**Stafford Township Employees**

Township Administrator	185,711.40
Chief of Police (Base Without Paid Holidays Included)	215,715.24
Chief Financial Officer	216,035.84
Assistant Chief Financial Officer	97,579.14
Tax Assessor	129,218.65
Deputy Tax Assessor	76,250.13
Assistant Tax Assessor	61,200.00
Municipal Clerk	96,724.86
Confidential Administrative Assistant to Mayor/Human Resource/Health Benefits Coordinator	78,030.00
Registrar	16,307.37
Tax Collector	122,886.66
Deputy Tax Collector	72,937.89
Court Administrator	96,724.86
Deputy Court Administrator	72,937.89
Municipal Court Judge (minimum 86 sessions)	54,834.84
Construction Code Official/Zoning Officer/Plumbing Subcode Official	129,806.96
Recreation Director	103,481.58
Assistant Recreation Director	72,937.89
Stipend Recreation Assistant	3,511.86
Purchasing Agent	111,541.45
Computer Network Administrator	112,570.82
Deputy Computer Network Administrator	69,084.55
Code Enforcement Officer	82,705.25
Zoning Inspector	51,690.86
Fire & Housing Inspector & Building Subcode Official	89,141.47
Electrical Subcode Official & Building Inspector	85,680.00
Plumbing Subcode Official, Fire Inspector & Asst. to Construction Code Official	89,141.47
Fire Subcode Official, Building, Mechanical & Housing Inspector	80,110.80
Fire Official	86,127.64
Fire Inspector	56,100.00
Community Development Director	96,724.86
Special Police Officers Class I (hourly)	15.00
Special Police Officers Class II (hourly)	17.00
Special Police Officers Class III (hourly) - Year 1 to 3	27.00
Special Police Officers Class III (hourly) - Year 3 + 1 Day	30.00
Confidential Administrative Assistant to Chief of Police (hourly)	28.61
Confidential Administrative Assistant to Township Administrator (hourly)	25.00
Accreditation Manager Part-Time (hourly)	27.00
Firearms Investigator Part-Time (hourly)	27.00
Body Worn Camera Video Analyst/OPRA Specialist Part-Time (hourly)	27.00
Ship Bottom Shared Services Stipend	8,476.95
Water/Sewer Collections Shared Services Stipend	6,000.00
Chief Animal Control Officer Stipend	10,000.00
Safety Officer Stipend	7,500.00
Special Assistant Foreman	134,558.18
Construction Code Inspector - Part-time (hourly)	45.00
Fire Inspector - Part-time (hourly)	20.00
Per-Diem Telecommunicator (hourly) - Year 1 to 4	22.29
Per-Diem Telecommunicator (hourly) - Year 5 + 1 Day	25.00
Per-Diem Animal Control Officer (hourly) - Year 1 to 4	14.00
Per-Diem Animal Control Officer (hourly) - Year 5 + 1 Day	15.00
Seasonal Public Works (hourly) - Year 1 to 4	14.00
Seasonal Public Works (hourly) - Year 5 + 1 Day	15.00

**Collective Bargaining Units****2023 Salary Range****UWUA Local 503 W/S Operations Employees**

Laborer/Utility Worker	\$	18.21	to	\$	32.56
Mark Out Person	\$	26.01	to	\$	32.69
Meter Specialist	\$	26.53	to	\$	37.17
Equipment Operator	\$	28.61	to	\$	39.43
Mechanic - with certification	\$	31.73	to	\$	41.16
Mechanic - without certification	\$	30.69	to	\$	40.43
Water and Sewer Operators	\$	31.73	to	\$	45.72
Master Carpenter	\$	26.53	to	\$	37.17
Senior Meter Specialist	\$	29.65	to	\$	40.67
Mechanic Assistant	\$	25.49	to	\$	34.52
Lead Mechanic	\$	32.77	to	\$	42.60
Chief Operator	\$	39.54	to	\$	48.80
Water/Sewer Clerk	\$	18.73			

**Teamsters Local 469 Supervisory Employees DPW & W/S**

Superintendent of Public Works				\$	146,109.47
Superintendent of Water/Sewer				\$	146,109.47
Assistant Superintendent of Public Works				\$	123,364.37
Assistant Superintendent of Water and Sewer				\$	106,544.22
Foreman	\$	45.46	to	\$	45.81
Assistant Foreman of Buildings & Grounds				\$	42.95

**Teamsters Local 97 DPW Employees**

Operator Heavy Equipment	\$	31.84	to	\$	40.46
Operator Light Equipment	\$	28.12	to	\$	36.78
Mechanic	\$	31.84	to	\$	38.41
Assistant Mechanic	\$	28.12	to	\$	34.60
Truck Driver	\$	23.35	to	\$	33.92
Bus Driver	\$	23.35	to	\$	33.92
Part Time Bus Driver (Starting Range)	\$	23.35	to	\$	25.32
Electrician	\$	31.84	to	\$	39.57
Master Mechanic/Fabricator	\$	32.90	to	\$	40.46
Skilled Laborer - Carpentry	\$	32.90	to	\$	40.46
Laborers and Custodians	\$	17.51	to	\$	32.09
Animal Control Officer	\$	23.65	to	\$	27.43
Assistant Animal Control Officer	\$	14.55	to	\$	22.86

**PBA Local 297 (Annual Salary)****Base W/Paid Holidays & Shift Differential Included****Officers Hired Before 1/1/2014 (badge111)**

8th Year	\$	126,747.00
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**Officers Hired After 1/1/2014 (badge111)**

1st Step	\$	52,240.00
2nd Step		58,178.00
3rd Step		64,163.00
4th Step		69,503.00
5th Step		76,656.00
6th Step		83,809.00
7th Step		90,963.00
8th Step		98,115.00
9th Step		105,268.00
10th Step		112,421.00
11th Step		119,574.00
12th Step		130,528.00

**SOA (Annual Salary)****Base Without Paid Holidays Included****Existing Officers Prior to 1/1/2013**

Sergeant 1st Year	\$	146,191.36
Sergeant 2nd Year		152,039.01
Sergeant 3rd Year		158,120.57
Lieutenant		177,095.04
Captain		198,346.45

**Officers Promoted into SOA after 1/1/2013**

Sergeant 1st Year	\$	140,970.24
Sergeant 2nd Year		146,609.05
Sergeant 3rd Year		152,473.41
Lieutenant		170,770.22
Captain		191,262.65

**AFSCME Bargaining Unit Employees****2023 Salary Range**

Category I Employee	\$23.95	to	\$35.87
Category II Employee	\$23.13	to	\$33.19
Category III Employee	\$22.19	to	\$32.06
Category IV Employees	\$21.74	to	\$31.71

**Separate Category Only For:**

Payroll & Benefit Coordinator	\$	69,112.17
Police Clerk Typist/PSR	\$31.71	
Lead Telecommunicator Stipend	\$	10,000.00

**After 1/1/2018**

Category I Employee	\$23.88	to	\$30.78
Category II Employee	\$21.75	to	\$28.65
Category III Employee	\$20.69	to	\$27.59
Category IV Employees	\$18.57	to	\$25.47

**Separate Category Only For:**

Payroll & Benefit Coordinator	\$33.73
Police Clerk Typist/PSR	\$25.47

**Section 2: Any salary, wage or compensation not hereinbefore mentioned shall remain the same as heretofore.**

**Section 3: The salaries, wages, and other compensation listed above shall be retroactive and payable from January 1, 2023, or the date of employment, whichever is the latter, unless otherwise provided by contract.**

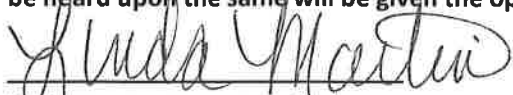
**Section 4: Department heads and other officers and employees of the township not covered by a collective bargaining agreement shall be subject to such requirements and receive such additional benefits as are set forth in a resolution duly adopted by the Township Council.**

**Section 5: All ordinances or parts thereof inconsistent with this ordinance are hereby repealed.**

**Section 6: This ordinance shall take effect after second reading and publication as required by law.**

**NOTICE:**

Notice is hereby given that the foregoing ordinance was introduced and passed by the Township Council on first reading at a meeting of the Township Council of the Township of Stafford held on the 3rd day of January, 2023, and will be considered for second reading and final passage at a regular meeting of the Township Council to be held on the 24th day of January, 2023 at 7:00 p.m., at the Municipal Building, 260 East Bay Avenue, Manahawkin, NJ, at which time and place any persons desiring to be heard upon the same will be given the opportunity to be so heard.



Linda Martin, Municipal Clerk

**CERTIFICATION**

I, **LINDA MARTIN**, Municipal Clerk of the Township of Stafford, do hereby certify that the foregoing Ordinance was duly adopted on second reading and public comment by the Stafford Township Governing Body at their meeting held on the 24th day of **January 2023**.

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**LINDA MARTIN**  
Municipal Clerk

## **RESOLUTION 2023 -66**

### **RESOLUTION OF THE TOWNSHIP OF STAFFORD, COUNTY OF OCEAN, STATE OF NEW JERSEY, ACCEPTING THE RETIREMENT OF LINDA MARTIN**

**WHEREAS**, Linda Martin has submitted her letter of intent to retire effective June 1, 2023 from her position with the Township of Stafford as the Municipal Clerk, with her last day being May 31, 2023; and

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Township Council Members, and Township Administrator of the Township of Stafford do hereby accept her retirement; and

**BE IT FURTHER RESOLVED**, we wish her well in all her future endeavors.

### **CERTIFICATION**

I, **Linda Martin, Municipal Clerk of Stafford Township**, do hereby certify that the foregoing Resolution was duly adopted by the Governing Body of the Township of Stafford at a regular meeting held on the **24<sup>th</sup>** day of **January, 2023**.

---

**Linda Martin, RMC**  
**Stafford Township Municipal Clerk**

**RESOLUTION 2023-67**

**RESOLUTION OF THE TOWNSHIP OF STAFFORD, COUNTY OF OCEAN, STATE OF NEW JERSEY, APPROVING AND AUTHORIZING CERTAIN PERSONNEL ACTIONS**

**WHEREAS**, the Township Administrator has recommended personnel actions affecting and impacting certain employees; and

**WHEREAS**, the Mayor and Township Council has considered the recommendation submitted by the Township Administrator.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Township Council of the Township of Stafford, County of Ocean, State of New Jersey as follows:

1. The personnel recommendations as submitted by the Township Administrator as attached as "Schedule A" is hereby approved.
2. Copies of this Resolution shall be forwarded to the Chief Financial Officer, Payroll, Human Resources, Supervisor of Department and to the Township employee referred to on "Schedule A".

**CERTIFICATION**

**I, LINDA MARTIN**, Municipal Clerk of Stafford Township, do hereby certify that the foregoing Resolution was duly adopted by the Stafford Township Council on the **24<sup>th</sup> day of January, 2023**.

\_\_\_\_\_  
**LINDA MARTIN, RMC**  
Stafford Township Municipal Clerk

<b><u>Schedule A Resolution 2023-67</u></b>
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<b>Name:</b>	<b>Action Requested:</b>	<b>Position Title:</b>	<b>Rate of Pay:</b>	<b>Effective:</b>
Dawn Steuer	Promotion	Deputy Court Administrator	\$72,937.89/yr.	01/25/2023

**RESOLUTION 2023-68**

**RESOLUTION OF THE TOWNSHIP OF STAFFORD, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE SUBMISSION OF A STRATEGIC PLAN FOR THE STAFFORD TOWNSHIP MUNICIPAL ALLIANCE GRANT FOR THE FISCAL YEAR 2024**

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

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

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

**WHEREAS**, the Stafford Township Council has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Ocean.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Township Council of the Township of Stafford, County of Ocean, State of New Jersey, as follows:

1. That the Stafford Township Council does hereby authorize submission of a Strategic Plan for the Stafford Municipal Alliance Grant for the Fiscal Year 2024 in the amount of:

DEDR	\$11,648.00
CASH MATCH	\$ 2,912.00
IN-KIND	\$ 8,736.00

2. The Stafford Township Council acknowledges the terms and conditions for administering the Municipal Alliance Grant, including the administrative compliance and audit requirement.

**CERTIFICATION**

I, **LINDA MARTIN**, Municipal Clerk of the Township of Stafford, County of Ocean, State of New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Stafford Township Governing Body at their meeting held on **January 24, 2023**.

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**LINDA A. MARTIN, RMC**  
**Stafford Township Municipal Clerk**



Kimberly L. Reilly, MA, LPC  
County Alcohol and Drug Coordinator  
Alcohol and Drug Services  
I.D.R.C.  
Municipal Alliance  
Overdose Fatality Review  
Substance Abuse Prevention  
Email: KReilly@ochd.org



**Public Health**  
Prevent. Promote. Protect.

**OCEAN COUNTY HEALTH DEPARTMENT**

P.O. Box 2191  
Toms River, N.J. 08754-2191  
(732) 341-9700 ext. 7536  
Fax: (732) 678-0034  
www.ochd.org

December 23, 2022

Mayor Gregory E. Myhre  
Stafford Township  
260 E. Bay Avenue  
Manahawkin, NJ 08050

Dear Mayor Myhre:

The Governor's Council on Alcoholism and Drug Abuse (GCADA) has announced its intention to provide a grant to Ocean County to continue funding for the Municipal Alliance Program.

According to the funding formula, Stafford Township is eligible to receive approximately \$11,648.00 in DEDR funds with a Cash Match requirement of \$2,912.00 and an In-Kind requirement of \$8,736.00 for State fiscal year 2024, starting July 1, 2023 through June 30, 2024. All funds are contingent upon receipt of grant funds from the Governor's Council on Alcoholism and Drug Abuse and approval by the Ocean County Board of Health.

The grant update for FY2024 will require completion of the following forms:

- Form 1A – Strategic Plan for Funding Municipal Alliances
- Form 1B – Municipal Resolution
- Form 1C – Statement of Assurances
- Form 1D – Fiscal Requirements
- Form 3 – Alliance Membership
- Form 5 – Alliance Capacity Assessment Tool
- Form 6 – Alliance Coordination Plan (only if changed from FY23)
- Form 7 – Alliance Action Plan(s) (only if changed from FY23)
- Form 8 – Alliance Budget

The Strategic Plan forms will be emailed to each alliance coordinator. These forms need to be completed electronically. The alliance coordinators will be trained on how to upload them to our online grant management system.

One (1) original copy of the Strategic Plan Grant forms are due to be uploaded to MAGS (Municipal Alliance Grant Management System) by April 28, 2023 by 4:00 PM. Plans received after April 28, 2023 cannot be guaranteed funding.

Should you have any questions or need assistance, please contact Saranda Franzone, County Alliance Coordinator at [SFranzone@ochd.org](mailto:SFranzone@ochd.org) or (732) 341-9700 x 7280.

Thank you,

Kimberly Reilly, MA, LPC  
County Alcohol and Drug Coordinator

Cc: Jamie Jubert, LACADA Chairperson; Connie Fahim, CASS Chairperson, Jason Hazelton, Municipal Alliance Coordinator

**RESOLUTION NO. 2023-69**

**RESOLUTION OF THE TOWNSHIP OF STAFFORD,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING VETERAN'S DISABILITY TAX  
EXEMPTIONS PURSUANT TO N.J.S.A. 54:4-3.30 ON  
VARIOUS PROPERTIES**

**WHEREAS**, N.J.S.A. 54:4-3.30, allows a Veteran's Disability Tax Exemption for qualified veteran's; and

**WHEREAS**, it has been brought to the attention of the Township of Stafford that there are taxes assessed on several properties on the attached **SCHEDULE A** for a portion of 2022 and 2023 that should be canceled pursuant to N.J.S.A. 54:4-3.30; and

**WHEREAS**, it is the desire of the Mayor and Township Council of the Township of Stafford, County of Ocean, State of New Jersey to adjust the records of the Tax Collector's Office in accordance therewith, which is the purpose of this resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Council of the Township of Stafford, County of Ocean, State of New Jersey, as follows:

1. That the Mayor and Township Council do hereby authorize the Tax Collector to cancel taxes on the properties on the attached **SCHEDULE A**.
2. That a certified copy of the resolution shall be forwarded to the Township Tax Collector, Tax Assessor and Chief Financial Officer.

**CERTIFICATION**

**I, LINDA MARTIN**, Clerk of Stafford Township do hereby certify that the foregoing resolution was duly adopted by the Stafford Township Council at a meeting held on the **24<sup>TH</sup>** day of **JANUARY, 2023**.

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**LINDA MARTIN**  
**Township Clerk**

### **SCHEDULE A**

BLOCK	LOT	QUAL	OWNER	2022	2023
30	1	C11	STANLEY, STEVEN LEE	431.94	1,677.23
46 . 01	2		PARENTE, JAMES J	741.66	5,080.87
147 . 87	9		DIGREGORIO, DANIEL JR	.00	4,592.42
			<b>TOTAL</b>	<b>1,173.60</b>	<b>11,350.52</b>

**RESOLUTION NO. 2023- 70**

**RESOLUTION OF THE TOWNSHIP OF STAFFORD,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING A REFUND OF TAXES PAID ON  
PROPERTY WHERE AN EXEMPTION CLAIM HAS  
BEEN ALLOWED PURSUANT TO N.J.S.A. 54:4-3.32**

**WHEREAS**, various applicants qualified to receive a permanent and totally disabled veteran's property tax exemption, pursuant to N.J.S.A. 54:4-3.30(a); and

**WHEREAS**, the Township Council has the authority to authorize the refund of the taxes for a portion of 2023 taxes pursuant to N.J.S.A. 54:4-3.32.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Council of the Township of Stafford, County of Ocean, State of New Jersey, as follows:

1. That the Mayor and Township Council do hereby authorize the Tax Collector to refund taxes on the following properties:

BLOCK	LOT	OWNER	PROPERTY LOCATION	2022	2023
30	1 C11	STANLEY, STEVEN LEE	6 CEDAR AVENUE	431.94	838.62
46.01	2	PARENTE, JAMES J	260 BEACHVIEW AVENUE	491.66	.00
			<b>TOTAL</b>	<b>923.60</b>	<b>838.62</b>

2. That a certified copy of the resolution shall be forwarded to the Township Tax Collector, Tax Assessor and Chief Financial Officer.

**CERTIFICATION**

**I, LINDA MARTIN**, Clerk of Stafford Township do hereby certify that the foregoing resolution was duly adopted by the Stafford Township Council at a meeting held on the **24<sup>TH</sup>** day of **JANUARY, 2023**.

---

**LINDA MARTIN**  
**Township Clerk**

**RESOLUTION 2023-71**

**RESOLUTION OF THE TOWNSHIP OF STAFFORD, COUNTY OF  
OCEAN, STATE OF NEW JERSEY, REQUESTING PERMISSION FOR THE DEDICATION  
BY RIDER FOR UNIFORM FIRE SAFETY ACT PENALTY MONEYS  
PURSUANT TO N.J.A.C. 5:70-2.12**

**WHEREAS**, permission is required of the Director of the Division of Local Government Services for approval as a dedication by rider of revenues received by a municipality when the revenue is not subject to reasonably accurate estimates in advance; and,

**WHEREAS**, the Uniform Fire Safety Act Penalty Moneys Trust Fund provides for receipt of the budget appropriated funds pursuant to N.J.A.C. 5:70-2.12A(b) and N.J.S.A. 52:27d-192 et seq.; and

**WHEREAS**, N.J.A.C. 5:70-2.12(f)2 states all moneys that are recovered as a result of the assessment of penalties shall be paid into the designated trust account and shall be appropriated to support the local enforcing agency's operation; and

**WHEREAS**, additionally N.J.A.C 5:70-2.12A(b) states all monies collected shall be placed in a special municipal trust fund to be applied to the cost to the municipality of firefighter training and/or new firefighting equipment; and

**WHEREAS**, N.J.S.A. 40A:4-39 provides the dedicated revenues anticipated from the Uniform Fire Safety Act Penalty Moneys are hereby anticipated as revenue and are hereby appropriated for the purpose to which said revenue is dedicated by statute or other legal requirement:

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Township Council of the Township of Stafford, County Ocean, State of New Jersey as follows:

1. The Governing Body does hereby request permission of the Director of the Division of Local Government Services to pay expenditures of the Fire Safety Act Penalty Moneys Trust Fund pursuant to N.J.S.A. 52:27D-192 et seq. and N.J.A.C 5:70-2.12A(b).
2. The Municipal Clerk of the Township of Stafford, County of Ocean is hereby directed to forward two certified copies of this Resolution to the Director of the Division of Local Government Services.

**CERTIFICATION**

**I, LINDA MARTIN**, Municipal Clerk of Stafford Township, do hereby certify that the foregoing resolution was duly adopted by the Stafford Township Council on the 24<sup>th</sup> day of January, 2023.

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**LINDA MARTIN, RMC**  
Stafford Township Municipal Clerk

**RESOLUTION 2023-72**

**RESOLUTION OF THE TOWNSHIP OF STAFFORD, COUNTY  
OF OCEAN, STATE OF NEW JERSEY AUTHORIZING THE  
SALE OF SURPLUS PROPERTY NO LONGER NEEDED FOR  
PUBLIC USE ON AN ON-LINE AUCTION WEBSITE,  
WWW.GOVDEALS.COM (Project #2023-014)**

**WHEREAS**, the Township of Stafford has determined that the surplus property no longer needed for public use may be auctioned through an on-line website; and

**WHEREAS**, the Department of Community Affairs, State of New Jersey permits the sale of surplus property no longer needed for public use through the use on an on-line auction service; and

**WHEREAS**, the personal property no longer needed for public use is listed on the attached Schedule A wherein the governing body desires to sell this property on-line at www.govdeals.com; and

**NOW, THEREFORE, BE IT RESOLVED**, this 24<sup>th</sup> day of January, 2023 by the Township Council of the Township of Stafford, County of Ocean, State of New Jersey, as follows:

1. That the governing body authorizes the execution of an agreement with www.govdeals.com to sell the property on the attached Schedule A - (Township Vehicles) at the auction website, www.govdeals.com.
2. That the auction on www.govdeals.com shall take place on the date to be set in the newspaper publication.
3. That the Township Purchasing Agent shall prepare a notice for a newspaper publication announcing the auction (Project #2023-014 – Auction #1), indicating the Internet address, where the auction will take place, the date and time of the auction and a description of personal property intended to be sold.
4. A certified copy of this Resolution shall be forwarded by the Township Clerk to the following: A certified copy of this Resolution shall be forwarded by the Township Clerk to the following:
  - a. Honorable Gregory Myhre, Mayor;
  - b. Matthew von der Hayden, Township Administrator;
  - c. Nicola Reid, Purchasing Agent;
  - d. Doug Gannon, Chief Financial Officer;
  - e. George Yockachonis, Superintendent of Public Works; and
  - f. Thomas Dellane, Chief of Police

## **CERTIFICATION**

I, **LINDA MARTIN**, Municipal Township Clerk of Stafford Township, do hereby certify that the foregoing resolution was duly adopted by the Township of Stafford at a meeting held on **January 24, 2023**, a quorum being present and voting in the majority.

\_\_\_\_\_  
**LINDA MARTIN, RMC**

Municipal Township Clerk, Stafford Township

## **SCHEDULE A**

**(Project #2023-014 – Auction #1)**

<b>TOWNSHIP OF STAFFORD</b>	
<b>Description</b>	<b>Location</b>
Batch of bicycles (approximately 25)	Public Works Yard 320 Haywood Road, Manahawkin, NJ

Rothstein, Mandell,  
Strohm, Halm & Cipriani,  
P.A.  
ATTORNEYS AT LAW  
150 Airport Road,  
Lakewood, New Jersey 08701

**W/S RESOLUTION NO. 2023- 10**

**RESOLUTION OF THE TOWNSHIP OF  
STAFFORD, COUNTY OF OCEAN, STATE  
OF NEW JERSEY, AUTHORIZING THE  
WATER AND SEWER UTILITY  
COLLECTOR TO CANCEL WATER  
AND/OR SEWER CHARGES**

**WHEREAS,** it has been brought to the attention of the Township of Stafford by the Water and Sewer Utility Collector that water and sewer utility charges were billed on the properties listed and need to be adjusted for the reasons stated,

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Council of the Township of Stafford, County of Ocean, State of New Jersey, that the following charges be canceled as follows and the records in the Water and Sewer Utility Collector's Office be adjusted.

BLOCK	LOT	OWNER	2023 WATER	2023 SEWER	REASON
229	30	KAPELNIKOV, VITALY	1,393.15	2,357.25	INCORRECT READING
		<b>TOTAL</b>	<b>1,393.15</b>	<b>2,357.25</b>	

**CERTIFICATION**

**I, LINDA MARTIN,** Clerk of Stafford Township do hereby certify that the foregoing resolution was duly adopted by the Stafford Township Council at a meeting held on the **24<sup>TH</sup>** day of **JANUARY, 2023.**

---

**LINDA MARTIN**  
Township Clerk



**W/S RESOLUTION NO. 2023-11**

**RESOLUTION OF THE TOWNSHIP COUNCIL OF THE  
TOWNSHIP OF STAFFORD, COUNTY OF OCEAN, STATE OF  
NEW JERSEY, ACCEPTING CLOSEOUT DOCUMENTS,  
MAINTENANCE GUARANTEE, AND AUTHORIZING FINAL  
PAYMENT TO CONTRACTOR**

**WHEREAS**, the Township Council of the Township of Stafford, County of Ocean, State of New Jersey (hereinafter referred to as the “Township”) has previously entered into a Contract with Caravella Demolition, Inc. (hereinafter referred to as the “Contractor”) for the Demolition of Bayside and C.B.I. VAC Pump Stations Project (hereinafter referred to as the “Project”); and

**WHEREAS**, it appears that the Project has been successfully completed by the Contractor; and

**WHEREAS**, the Township has received a letter of recommendation dated January 12, 2023 from the Township’s Consulting Engineer which recommends that the Maintenance Bond and closing documents be accepted, and final payment be made to the Contractor in the amount of \$35,011.30; and

**WHEREAS**, the documents including the Maintenance Bond have been reviewed by the Township’s Solicitor and found to be acceptable as to form and content; and

**WHEREAS**, approving the recommendation of the Township’s Consulting Engineer is in accordance with the Contract previously entered into by and between the Township and the Contractor:

**NOW, THEREFORE, BE IT RESOLVED** this 24<sup>th</sup> day of January, 2023, by the Township Council of the Township of Stafford, County of Ocean, State New Jersey, as follows:

**DASTI, MURPHY  
McGUCKIN, ULAKY,  
KOUTSOURIS & CONNORS**

COUNSELLORS AT LAW

620 WEST LACEY ROAD  
FORKED RIVER, N.J. 08731

1. The Township accepts the recommendations of its Consulting Engineer and Solicitor and therefore accepts the maintenance bond, authorizes release of the performance bond, and authorizes final payment to the Contractor in the amount of \$35,011.30.

2. The Township authorizes and directs the Mayor, Township Administrator and Township Clerk to execute any and all necessary documents in order to implement the intent of this Resolution.

3. A certified copy of this Resolution shall be forwarded by the Township Clerk to the following:

- (a) Honorable Gregory E. Myhre, Mayor;
- (b) Matthew von der Hayden, Township Administrator;
- (c) Councilman Paul Krier, Liaison for Water & Sewer Department;
- (d) Nicola Reid, QPA;
- (e) Marcel Michot; Superintendent of Water/Sewer;
- (f) Pamela Hilla, P.E., CME, CFM;
- (g) Douglas Gannon, CFO; and
- (h) Jerry J. Dasti, Esquire

**DASTI, MURPHY  
McGUCKIN, ULAKY,  
KOUTSOURIS & CONNORS**

COUNSELLORS AT LAW

620 WEST LACEY ROAD  
FORKED RIVER, N.J. 08731

CERTIFICATION

I certify that the foregoing Resolution was duly adopted by the Township Council of the Township of Stafford at a regular meeting held on the 24<sup>th</sup> day of January, 2023, a quorum being present and voting in the majority.

---

**LINDA MARTIN, RMC,**  
Township Clerk

Prepared by:

**DASTI, MURPHY, McGUCKIN, ULAKY,**  
**KOUTSOURIS & CONNORS**  
Forked River, New Jersey 08731

Z:\CLIENT MATTERS - GL\Stafford Water & Sewer\GL-32538 RESOLUTIONS 2023\Resolution approving payment and closout for Demo of Bayside and CBI VAC .doc

**DASTI, MURPHY**  
**McGUCKIN, ULAKY,**  
**KOUTSOURIS & CONNORS**

COUNSELLORS AT LAW

620 WEST LACEY ROAD  
FORKED RIVER, N.J. 08731

**W/S RESOLUTION NO. 2023-12**

**RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP  
OF STAFFORD, COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AWARDING A CONTRACT FOR THE RE-BID OF CEDAR BONNET  
ISLAND WATER MAIN REPLACEMENT FOR THE TOWNSHIP OF  
STAFFORD (#2022-057A)**

**WHEREAS**, the Mayor and Township Council of the Township of Stafford, County of Ocean, State of New Jersey (the "Township") has solicited bids for the Re-Bid of Cedar Bonnet Island Water Main Replacement Project (the "Project"); and

**WHEREAS**, bids for the Project were solicited in accordance with the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

**WHEREAS**, in response to the solicitation of bids, the Township received the following responses:

<b>VENDOR</b>	<b>BASE BID ONLY (Items 1 through 33 inclusive)</b>
Earle Asphalt Co.	\$281,913.13
Crest Construction Group, LLC	\$316,988.00
Kiely Construction	\$325,670.00
Underground Utilities Corp.	\$374,166.00

**WHEREAS**, the bid submitted by P & A Construction has been rendered non-responsive for failure to submit a bid bond and consent of surety, a fatal defect pursuant to N.J.S.A. 11-23.2 (Required mandatory items for bid plans, specifications); and

**WHEREAS**, the Township in consultation with its professional staff has reviewed the bids and has determined that the contract can be awarded to the lowest responsible bidder, Earle Asphalt Company.

**DASTI, MURPHY  
McGUCKIN, ULAKY,  
KOUTSOURIS & CONNORS**

COUNSELLORS AT LAW

620 WEST LACEY ROAD  
P.O. BOX 1057

FORKED RIVER, N.J. 08731

**NOW, THEREFORE, BE IT RESOLVED**, this 24<sup>th</sup> day of January, 2023 by the Township Council of the Township of Stafford, County of Ocean, State of New Jersey, as follows:

1. The Township accepts the recommendations of its Professional Staff and awards the base bid to Earle Asphalt Company for and in Consideration of \$281,913.13.

2. That a Certificate of Availability of Funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances which constitute the availability of funds for this contract:

**General Capital:**

# C-08-55-678-000-215	Water Main Replacement Cedar Bonnet (Bond Ordinance #2022-12)	\$250,000.00
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# C-08-55-678-000-215	Demo Bayside/Cedar Bonnet Pump Station (Bond Ordinance #2022-12)	\$ 31,913.13
-----------------------	---	--------------

=====  
\$281,913.13

3. The Township authorizes and directs the Mayor, Township Administrator and Township Clerk to execute any and all necessary documents in order to implement the intent of this Resolution.

4. A certified copy of this Resolution shall be forwarded by the Township Clerk to the following:

- (a) The Honorable Gregory Myhre, Mayor;
- (b) Matthew von der Hayden, Township Administrator;
- (c) Nicola Reid, Purchasing Agent;
- (d) Douglas Gannon, C.F.O.;
- (e) Jerry J. Dasti, Esquire;
- (f) Alan Dittenhofer, P.E., Township Engineer;
- (g) Marcel Michot, Water & Sewer Dept. Superintendent;
- (h) Earle Asphalt Company.

**DASTI, MURPHY  
McGUCKIN, ULAKY,  
KOUTSOURIS & CONNORS**

COUNSELLORS AT LAW

620 WEST LACEY ROAD  
P.O. BOX 1057  
FORKED RIVER, N.J. 08731

## **CERTIFICATION**

I, **LINDA MARTIN**, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Governing Body of the Township of Stafford at a meeting held on the **24<sup>th</sup>** day of **January, 2023**.

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**LINDA MARTIN, RMC**  
Municipal Township Clerk, Stafford Township

## **CERTIFICATE OF AVAILABILITY OF FUNDS**

I, **ASHLEY DARMON**, Assistant Chief Financial Officer for the Township of Stafford, do hereby certify that no amount shall be chargeable or certified until such time as the services are ordered or rendered. Prior to incurring the liability by placing the order or receiving the services, the certification of available funds shall be issued and attached to the file copy of the purchase order or such other such document.

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**ASHLEY DARMON**  
Assistant Chief Financial Officer  
Stafford Township  
W/S Resolution No. 2023-12

**DASTI, MURPHY**  
**McGUICKIN, ULAKY,**  
**KOUTSOURIS & CONNORS**

COUNSELLORS AT LAW

620 WEST LACEY ROAD  
P.O. BOX 1057  
FORKED RIVER, N.J. 08731

### **General Capital:**

<b># C-08-55-678-000-215</b>	<b>Water Main Replacement Cedar Bonnet</b>	<b>\$250,000.00</b>
	<b>(Bond Ordinance #2022-12)</b>	
<b># C-08-55-678-000-215</b>	<b>Demo Bayside/Cedar Bonnet Pump</b>	<b>\$ 31,913.13</b>
	<b>Station (Bond Ordinance #2022-12)</b>	
		<b>=====</b>
		<b>\$281,913.13</b>

Base bid Award for Re-Bid #2022-057A to Earle Asphalt Company total amount \$281,913.13



REMINGTON  
& VERNICK  
ENGINEERS

9 Allen Street  
Toms River, NJ 08753  
O: (732) 286-9220  
F: (732) 505-8416

January 18, 2023

Ms. Nicola Reid, Qualified Purchasing Agent  
Township of Stafford  
260 East Bay Avenue  
Manahawkin, NJ 08050

Via E-Mail: [NReid@staffordnj.gov](mailto:NReid@staffordnj.gov)

Re: Township of Stafford  
CEDAR BONNET ISLAND WATER MAIN REPLACEMENT FOR THE  
TOWNSHIP OF STAFFORD (BID 2022-057A) REBID  
Recommendation of Award  
Our File: 1531-U-035

Dear Ms. Reid:

On January 11, 2023, the Township received bids for the above-mentioned project. The bid tabulation is enclosed for your use. The bids have been reviewed and the results are as follows:

BIDDER	Total Bid
1. Earle Asphalt Co. PO Box 556 Farmingdale, NJ 07727	\$281,913.13
2. P&A Construction, Inc. PO Box 28 Colonia, NJ 07067	\$312,754.91
3. Crest Construction Group LLC PO Box 1035 Barnegat, NJ 08005	\$316,988.00
4. J.F. Kiehy Construction Co. 1 Radar Way Tinton Falls, NJ 07724	\$325,670.00
5. Underground Utilities Corp. 711 Commerce Road Linden, NJ 07036	\$374,166.00

Our review of the bids indicate that all totals are mathematically correct and do contain all required documentation properly executed in accordance with the requirements of the bid specifications.

We are familiar with the work of the low bidder, Earle Asphalt Co., having worked with them in the past, and find their work to be satisfactory. Pending your review and approval and the review and approval of the Township Attorney, we would have no objection to the award of the contract to the apparent low bidder, Earle Asphalt Co., for the bid in the amount of \$281,913.13.

1531U035 ROA - REBID.doc

DASTI, MURPHY  
McGUCKIN, ULAKY,  
KOUTSOURIS & CONNORS

COUNSELLORS AT LAW

620 WEST LACEY ROAD  
P.O. BOX 1057  
FORKED RIVER, N.J. 08731

Stafford Township  
Our File: 1531-JF-035

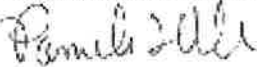
Page 2

Copies of the bid documents have been forwarded to the Township's Attorney for review.

Should any questions arise regarding this matter, please do not hesitate to contact me at our Turn River office.

God Bless America

REMINGTON & VERNICK ENGINEERS



Pamela Hilla, PE, CMB, CFM

PAH:ag

Enclosures

cc via email w/encl:  
Mayor Georg Myhre  
Councilman Paul Krier, Liaison for Water & Sewer Department  
Mr. Matthew von der Hayden, Administrator  
Ms. Rachel Giolitto, Confidential Assistant to the Mayor  
Ms. Linda Martin, Clerk  
Mr. Marcel Michot, Water and Sewer Superintendent  
Mr. Douglas R. Gannon, CFO  
Mr. Jerry Dasti, Esq. (w/ask to bid submissions)  
Mr. Alan B. Dittenhofer, PE, PP, CMB - RVE  
Mr. Steven Williams, Chief Inspector, RVE

DASTI, MURPHY  
McGUICKIN, ULAKY,  
KOUTSOURIS & CONNORS

COUNSELLORS AT LAW

620 WEST LACEY ROAD  
P.O. BOX 1057  
FORKED RIVER, N.J. 08731

1531U035 ROA - REBID.400

000 PVP 1111



**RESOLUTION OF THE TOWNSHIP OF STAFFORD, COUNTY OF  
OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE PAYMENT  
OF TOWNSHIP BILLS IN THE AMOUNT OF \$10,856,252.50.**

**WHEREAS, THE STAFFORD TOWNSHIP COUNCIL HAS EXAMINED THE VOUCHERS PRESENTED  
FOR PAYMENT.**

**NOW, THEREFORE, BE IT RESOLVED, THAT THE APPROVED VOUCHERS AMOUNTING TO  
\$10,856,252.50. BE AUTHORIZED TO BE PAID UPON VERIFICATION OF THE CHIEF FINANCIAL  
OFFICER THAT THERE IS SUFFICIENT MONEY IN THE APPROPRIATE ACCOUNTS, SUBJECT TO THE  
ADEQUATE SIGNATURES AND FUNDING. SAID VOUCHERS SHALL BE LISTED IN THE MINUTE  
BOOK.**

**CERTIFICATION**

**I, LINDA MARTIN, RMC, MUNICIPAL CLERK OF THE TOWNSHIP OF STAFFORD, DO HEREBY  
CERTIFY THAT THE FOREGOING RESOLUTION WAS DULY ADOPTED AT A TOWNSHIP MEETING  
HELD ON JANUARY 24, 2023.**

\_\_\_\_\_  
Linda Martin, RMC  
Stafford Township Municipal Clerk

**RECORD OF VOTE**

<u>COUNCIL</u>	<u>MOTION</u>	<u>SECOND</u>	<u>YES</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>NO</u>
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Esposito: \_\_\_\_\_

Krier: \_\_\_\_\_

Mower: \_\_\_\_\_

Otte: \_\_\_\_\_

Steadman: \_\_\_\_\_

Henken: \_\_\_\_\_

Myhre: \_\_\_\_\_

# Stafford Township Bill List

1/24/2023

## CURRENT FUND OPERATING ACCOUNTS

Reserve Year Budget	\$ 273,874.89
Current Year Budget	\$ 4,369,993.02
Non-Budget	\$ 3,394,981.48

## GRANT ACCOUNTS

\$ 3,360.04

## PAYROLL & PAYROLL AGENCY ACCOUNTS

\$ 719,302.58

Subtotal - Current Fund \$ 8,761,512.01

## GENERAL CAPITAL FUND ACCOUNTS

\$ 536,723.18

Subtotal - General Capital Fund \$ 536,723.18

## WATER/SEWER UTILITY CAPITAL ACCOUNTS

\$ 238,134.24

Subtotal - Utility Capital \$ 238,134.24

## WATER/SEWER UTILITY OPERATING ACCOUNTS

Reserve Year Budget	\$ 80,430.39
Current Year Budget	\$ 1,037,596.29

Subtotal - Water/Sewer Utility Fund \$ 1,118,026.68

## DOG TRUST ACCOUNTS

\$ 5,333.00

Subtotal - Dog Trust Fund \$ 5,333.00

## TRUST FUND ACCOUNTS

General Trust	\$ 148,636.93
Non-Budget Trust	\$ 43,229.96

Subtotal - Trust Fund \$ 191,866.89

## DEVELOPER FEES & HOUSING TRUST FUND ACCOUNT

See Bill List Report \$ 4,656.50

SUB-TOTAL - DEVELOPER FEES & HOUSING TRUST ACCOUNT \$ 4,656.50

GRAND TOTAL

\$ 10,856,252.50

**RESOLUTION -EXECUTIVE SESSION**

**RESOLUTION OF THE TOWNSHIP OF STAFFORD, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING AN EXECUTIVE SESSION FOR LEGAL MATTERS FOLLOWING WITH THE ATTORNEY CLIENT PRIVILEGE. NO ACTION WILL BE TAKEN FOLLOWING EXECUTIVE SESSION.**

**WHEREAS**, the Township Council requires to enter into an Executive Session to discuss Legal matters following within the Attorney Client Privilege

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Township Council of the Township of Stafford, County of Ocean, State of New Jersey we will enter into an executive session at the end of the regular meeting of January 24, 2023.

**BE IT FURTHER RESOLVED that** no action will be taken following the resumption of the meeting

**CERTIFICATION**

**I, Linda Martin**, Municipal Clerk of Stafford Township, do hereby certify that the foregoing resolution was duly adopted by the Stafford Township Council on the **24th** day of **January, 2023**.

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**Linda Martin, RMC**  
**Stafford Township Municipal Clerk**