

## **MINUTES Township Committee Meeting**

**6:00 PM - Tuesday, February 8,  
2022**

Committee Meeting Room

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The Township Committee of the Township of Holmdel was called to order on Tuesday, February 8, 2022, at 6:00 PM, in the Committee Meeting Room, with the following members present:

**COMMITTEE  
PRESENT:** Gregory Buontempo - Mayor  
Prakash Santhana - Deputy Mayor  
Rocco Impreveduto - Committeeman  
DJ Luccarelli - Committeeman  
Cathy Weber - Committeewoman

**STAFF  
PRESENT:** Cherron Rountree-Township Administrator  
William Antonides-CFO  
Wendy L Patrovich - Township Clerk  
Michael Collins, Township Attorney  
Bennett Matlack, Township Engineer

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

- I hereby announce that pursuant to Section 5 of the Open Public Meetings Act that adequate notice of this meeting has been provided in the notice which was sent to the Asbury Park Press, the Two River Times and posted on the bulletin board in Township Hall and filed in the Township Clerk's Office on February 4, 2022.

### **2. ROLL CALL**

- Gregory Buontempo, Mayor  
Prakash Santhana, Deputy Mayor  
Rocco Impreveduto, Committeeman  
DJ Luccarelli, Committeeman  
Cathy Weber, Committeewoman

### **3. 6:00 PM EXECUTIVE SESSION - UPSTAIRS CONFERENCE ROOM**

- [Resolution to Enter Executive Session](#)

### **4. 7:30 PM PUBLIC SESSION - COMMITTEE CONFERENCE ROOM**

**5. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**

**6. PROCLAMATION - HOLMDEL HORNETS D14 AYC COMPETITION CHEER TEAM**

- [ACY Cheerleading Squad Proclamation](#)
- Mayor Buontempo presented the Holmdel Hornets Division 14 Cheer squad with a proclamation.

**7. PROCLAMATION - AVA DEHANES**

- [Ava Dehanes Proclamation](#)
- Mayor Buontempo presented Ava DeHanes with a proclamation of congratulations.

**8. SWIM CLUB PRESENTATION BY REMINGTON & VERNICK ENGINEERS**

- Jim Oris and Jeff Fadorchick from Remington and Vernick Engineering presented an assessment of the swim club. Following the presentation, the township Committee engaged in a colloquy with the engineers. After the colloquy, Mayor Buontempo invited public comments and questions that could be posed to the engineers.
- Jay Yanellow, Ladwood Drive-inquired if the engineers were able to do a leak test.  
Jenny Blumenthal, Stoneybrook Road - inquired what a rock slide is.

**9. PUBLIC COMMENT- AGENDA ITEMS ONLY**

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

- Mr. Collins recommended that the consent agenda be amended as follows:  
Resolution 2022-61 would be modified to award a contract for the interim administrator search, while not actin upon acting administrator services at this time.  
Resolution 2022-68 would also be added, which acknowledged the retirement of Police Chief John Miodzewski and appointing Captain Frank Allocco as Acting Chief of Police.
- No Public Comment

**10. CONSENT AGENDA**

**Resolutions 2022-60 to 2022-67** All matters listed under the Consent Agenda are considered routine by the Township Committee and will be adopted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired of any item by a member of the Township Committee, the item will be considered separately.

- [2022-60](#)
- [2022-61](#)
- [2022-62](#)
- [2022-63](#)
- [222-64](#)
- [2022-65](#)
- [2022-66](#)
- [2022-67](#)
- [2022-68](#)
- Consistent with Mr. Collins' recommendation, Mayor Buontempo requested a motion to adopt the consent agenda including Resolutions 2022-60 through 2022-68 as amended. Committeewoman Weber voted affirmatively with a note referring to a recusal she place on record at a previous meeting.

<b>RESULT:</b>	<b>CARRIED.</b>
<b>MOVER:</b>	Cathy Weber
<b>SECONDER:</b>	Rocco Impreveduto
<b>AYES:</b>	Gregory Buontempo, DJ Luccarelli, Cathy Weber, Rocco Impreveduto, and Prakash Santhana

## 11. INTRODUCTION OF ORDINANCES

- Township Clerk Wendy L Patrovich read Ordinance 2022-03 by title and requested a motion to adopt on first reading and publish in the Asbury Park Press and set public hearing for February 22, 2022.
- 2022-03 Ordinance Establishing Section 17-1, titled "Excavations in Streets:

<b>RESULT:</b>	<b>CARRIED.</b>
<b>MOVER:</b>	DJ Luccarelli
<b>SECONDER:</b>	Rocco Impreveduto
<b>AYES:</b>	Gregory Buontempo, DJ Luccarelli, Cathy Weber, Rocco Impreveduto, and Prakash Santhana

- 2022-04 Salary Ordinance for Non-Aligned Employees

Township Clerk Wendy L Patrovich read Ordinance 2022-04 by title and requested a motion to adopt on first reading and publish in the Asbury Park Press and set public hearing for February 22, 2022.

<b>RESULT:</b>	<b>CARRIED.</b>
<b>MOVER:</b>	Prakash Santhana
<b>SECONDER:</b>	Cathy Weber
<b>AYES:</b>	Gregory Buontempo, DJ Luccarelli, Cathy Weber, Rocco Impreveduto, and Prakash Santhana

## 12. HEARINGS ON ORDINANCES

- 2022-01 Ordinance Establishing Section 2-51 Titled "Municipal Alliance to Prevent Alcoholism and Drug Abuse"
- Township Clerk Wendy L Patrovich read Ordinance 2022-01 Ordinance Establishing Section 2-51 titled "Municipal Alliance to Prevent Alcoholism and

Drug Abuse" Mayor Buontempo opened up for public comment. Hearing no public comments Mayor requested a motion to adopt Ordinance 2022-01 on final reading and publish in the Asbury Park Press.

<b>RESULT:</b>	<b>CARRIED.</b>
<b>MOVER:</b>	DJ Luccarelli
<b>SECONDER:</b>	Cathy Weber
<b>AYES:</b>	DJ Luccarelli, Cathy Weber, Gregory Buontempo, Rocco Imprevuto, and Prakash Santhana

- 2022-02 Ordinance Implementing Voter-Approved Increase to Holmdel Open Space, Recreation, Floodplain Protection, Farmland and Historic Preservation Trust Fund
- Township Clerk Wendy L Patrovich read Ordinance 2022-02 Ordinance implementing voter-approved increase to Holmdel Open Space, Recreation, Floodplain Protection, Farmland and Historic Preservation Trust Fund Mayor Buontempo opened up for public comment.  
Wes Fagan, Chestnut Ridge Road - recommended the Township consider a phased in tax.  
Ron Emma, Ladwood Drive - Asked if there was a public list of properties that will be preserved.  
Mr. Imprevuto asked what options would there be to have the tax phased in.  
Ralph Blumenthal, Stonybrook Road - Stated the tax will go up as the assessments go up.  
Mr. Luccarelli stated that he believed residents voted in favor to have the funds used for open space, and he thinks that should be the intended purpose by the Township Committee in future actions.  
After public comment concluded, Mayor Buontempo requested a motion to adopt Ordinance 2022-02 on final reading and publish in the Asbury Park Press.

<b>RESULT:</b>	<b>CARRIED.</b>
<b>MOVER:</b>	Cathy Weber
<b>SECONDER:</b>	Prakash Santhana
<b>AYES:</b>	Gregory Buontempo, DJ Luccarelli, Cathy Weber, Rocco Imprevuto, and Prakash Santhana

## 13. DEPARTMENTS

### 13.1. Administrator

- 13.1.1. Administrator Rountree stated that the list of potential properties for open space preservation is on the website.

### 13.2. Chief Financial Officer

- 13.2.1. Mr. Antonides advised that there was a problem with the system and pilot payments could not be paid on-line at this time.

## 14. PROFESSIONAL REPORTS

### 14.1. Attorney

## 14.2. Engineer

### 15. BOARDS/COMMITTEES

- Mr. Impreveduto stated the there has been positive feedback from related to enhancements to the Community Development Portal.  
Ms. Weber advised that the Township is still collecting plastic bags to receive a free park bench and that the Township received a \$50,000 recreational improvement grant from the Department of Community Affairs.  
Mr. Santhana stated that the Citizens Police Academy will be starting in a week and members of the Police Department participated in the wake for the two slain officers in New York city. He also stated that the Emergency Services Committee had their first meeting and 2 grants were received one for distracted driving and a DWI Saturation Patrol and that the fire department added 2 new members. He also reminded all residents to lock their cars.  
Mayor Buontempo wished Happy Lunar New Year to all residents celebrating. He also advised the Laurel Ave bridge will be getting updated signage warning about the low bridge.  
He also gave his condolences on behalf of the Township for the passing of Paula Hoffman Ford, a longtime crew member of the First Aid Squad.

### 16. BUSINESS FROM THE COMMITTEE

### 17. PUBLIC COMMENT

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

- Jay Yanello, Ladwood Drive - Inquired if there was an update for NJNG and complemented the DPW on the clean up from the storm.  
Ralph Blumenthal, Stoney Brook Road - Advised the committee that Christopher Yonclas was instrumental in getting a portion of Moharas Creek desilted.  
Wes Fagan, 50 Chestnut Ridge Road - Inquired when the ordinance for clearing snow came into effect.  
Ron Emma, Ladwood Drive - Inquired when the fire truck that is out of service will be fixed and if the ladder truck was ordered.

### 18. ADJOURNMENT

- The meeting was adjourned by acclimation at 9:20 PM.

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Township Clerk

TOWNSHIP OF HOLMDEL  
COUNTY OF MONMOUTH

RESOLUTION TO ENTER EXECUTIVE SESSION

WHEREAS, the Open Public Meetings Act provides that the Township Committee may enter into Executive Session to discuss matters that are of a confidential nature, pursuant to N.J.S.A. 10:4-12; and

WHEREAS, it is recommended by the Township Attorney and Township Administrator that the Township Committee enter into Executive Session to discuss matters set forth hereinafter which are permissible for discussion in Executive Session.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Holmdel, County of Monmouth, State of New Jersey that the Township Committee shall enter into Executive Session to discuss the following matters:

Legal Issues, Litigation, Potential Litigation, Contract Negotiation, Attorney-Client Privilege – N.J.S.A. 10:4-12(b)(7)

Interim Township Administrator and Recruitment Services – ATOD February 2022  
I/M/O New Jersey Natural Gas – ATOD March 2022  
Somerset Redevelopment – ATOD March 2022  
Regency Development ATOD April 2022

Personnel – N.J.S.A. 10:4-12(b)(8)

Administrator – ATOD February 2022  
Police Chief – ATOD March 2022

BE IT FURTHER RESOLVED that the minutes of the Executive Session shall be released to the public when the need for confidentiality no longer exists, with an estimate of the circumstances and/or time for public disclosure provided in the above-listed anticipated times of decision (“ATOD”).

CERTIFICATION

I, Wendy L Patrovich, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on February 8, 2022.

Wendy L Patrovich, RMC/CMR  
Township Clerk

2022-59A

**PROCLAMATION**

**WHEREAS**, Holmdel Hornets Division 14 Competitive Cheer Squad had an incredibly successful season this year competing in American Youth Cheer competitions; and

**WHEREAS** at the Jersey Shore AYC championships in Trenton, the team came in first place for the D14 division, the Level 2 Grand Champions and were named the Overall Grand Champions; and

**WHEREAS**, at the Big East AYC Championships in Trenton the team once again came out on top winning first place D14 Division; Level 2 Grand Champions and Overall Grand Champions; and

**WHEREAS**, the team traveled to Florida and once again through hard work and dedication not only won first place D14 division; Level 2 Grand Champions and overall Grand Champions they also won the only full paid bid to the YCADA Globals Competition in Atlantic City; and

**WHEREAS**, the success enjoyed by the Holmdel Hornets Division 14 Competitive Cheer Squad is due, in part, to the dedication of Head Coach Lori Hernando, Assistant Coaches Erica Morstein, Joanne Fanzini, and Yilan Lazarou; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Committee of the Township of Holmdel on this 8<sup>th</sup> Day of February 2022, that congratulations be extended to the following, both personally and officially on behalf of the residents of the community for their outstanding achievements: Sophia Bilella, Hadyn Byruch, Serena Cermele, Ava Fanzini, Emily Felice, Madison Fletcher, Kate Frieman, Brea Gallo, Julia Hammer, Emilia Hernando, Eva Lazarou, Isabel Levant, Alyanna Miravalles, Adriana Petriello, Kayla Scaglione, Mia Sciandra, Isabella Spicer, Ashleigh Wirhouski, and Caitlin Wirhouski; and

**BE IT FURTHER RESOLVED** that a suitably engrossed copy of this resolution be presented to the team as a small token of the esteem in which they are held; and

**BE IT FURTHER RESOLVED** that best wishes and good luck are extended to all team members and their coaches at the upcoming YCADA Globals Competition.

Holmdel Township Committee

Greg Buontempo, Mayor

Attest:  
Wendy Patrovich, RMC/CMR  
Township Clerk

**PROCLAMATION**

**WHEREAS**, Ava DeHanes love for gymnastics began at an early age and through hard work and determination she has excelled in the sport; and

**WHEREAS**, Ava DeHanes was selected for the USAG Junior National team in two separate disciplines and also earned two spots on the USAG World Age Group Trampoline Team; and

**WHEREAS**, Ava represented Holmdel, NJ and the United States of America as a member of Team USA at the 2021 Trampoline Gymnastics World Age Group Competitions in Baku, Azerbaijan bringing home a bronze medal; and

**WHEREAS**, Ava earned two Silver Medals in Individual Trampoline and earned a Gold Medal in Synchronized Trampoline at the 2021 National Championships for the fourth consecutive year; and

**WHEREAS**, the success enjoyed by Ava is due, in part, to the dedication of her coaches Tatiana Kovaleva, Steven Gluckstein and Viachaslau Marozau and all of her teammates from Elite Trampoline Academy.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Committee of the Township of Holmdel on this 8<sup>th</sup> Day of February 2022 that congratulations be extended, both personally and officially on behalf of the residents of the community to Ava DeHanes for her outstanding achievements; and

**BE IT FURTHER RESOLVED** that a suitably engrossed copy of this resolution be presented as a small token of the esteem in which she is held; and

**BE IT FURTHER RESOLVED** that best wishes are extended for continued success in all of her endeavors.

Holmdel Township Committee

Greg Buontempo, Mayor

Attest:  
Wendy Patrovich, RMC/CMR  
Township Clerk



BILLS PAYABLE RESOLUTION

WHEREAS, the Township of Holmdel has received certain claims against it by way of vouchers received during the period ending on February 8, 2022; and

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

WHEREAS, certain claims contained herein may have been prepaid by the Chief Financial Officer pursuant to the authority contained in N.J.S.A. 40:5-17, Local Finance Notice 2019-02, and Holmdel Township Committee Resolution 2020-36, but remain subject to formal approval by the Township Committee.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the claims listed below on the Schedule of Bills Payable on February 8, 2022 be and the same hereby are approved and the Chief Financial Officer is authorized to pay said claims:

FUND DISTRIBUTION	1-01	CURRENT FUND	\$	66,806.99
FUND DISTRIBUTION	1-07	SEWER OPERATING	\$	50,071.70
FUND DISTRIBUTION	1-28	OPEN SPACE TRUST	\$	738.00
		YEAR TOTAL	\$	117,616.69
FUND DISTRIBUTION	2-01	CURRENT FUND	\$	101,813.27
FUND DISTRIBUTION	2-07	SEWER OPERATING	\$	6,462.02
FUND DISTRIBUTION	2-17		\$	27,024.37
FUND DISTRIBUYTION	2-26	POOL OPERATING	\$	181.22
		YEAR TOTAL	\$	135,480.88
FUND DISTRIBUTION	C-04	GENERAL CAPITAL	\$	75,927.92
FUND DISTRIBUTION	C-08	SEWER CAPITAL	\$	2,997.75
		YEAR TOTAL	\$	78,925.67
FUND DISTRIBUTION	D-14	DOG TRUST	\$	6,517.75
FUND DISTRIBUTION	G-02	STATE/FED GRANT	\$	24,550.09
FUND DISTRIBUTION	T-12	OTHER TRUSTS	\$	990.00
FUND DISTRIBUTION	T-15		\$	1,453.84
FUND DISTRIBUTION	T-24	FAIR HOUSE TRUST	\$	140.00
		YEAR TOTAL	\$	2,583.84
		TOTAL OF ALL FUNDS	\$	365,674.92
		TOTAL OF ALL PROJECTS	\$	27,024.37

2022-60

CERTIFICATION

I, Wendy L Patrovich, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on February 8, 2022.

Wendy L Patrovich, RMC/CMR  
Township Clerk

2022-60

**RESOLUTION AWARDING CONTRACT FOR ADMINISTRATOR AND  
RECRUITMENT SERVICES**

WHEREAS, pursuant to N.J.S.A. 40A:9-136 et seq., N.J.S.A. 40A:63-7(a), and Holmdel Township Ordinance § 2-5, there exists the position of Township Administrator; and

WHEREAS, current Township Administrator Cherron Rountree has submitted a letter of resignation effective on or about February 18, 2022; and

WHEREAS, in response to same, and while exempt from bidding as a professional service and/or extraordinarily unspecifiable service under N.J.S.A. 40A:11-5, the Township nonetheless issued a request for proposals for “Interim Township Administrator and Recruitment Services,” pursuant to the Fair and Open Process set forth in N.J.S.A. 19:44A-20.1 et seq., with bids returnable on February 8, 2022 at 10:00 AM; and

WHEREAS, one (1) bid was submitted by the firm of Government Strategy Group, which proposes to provide both Interim Township Administrator and Administrator Recruitment Services; and

WHEREAS, the Township Committee desires to award a contract at this time for the proposed Administrator Recruitment Services only; and

WHEREAS, the Chief Financial Officer has certified as to the sufficiency of funds.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Holmdel, as follows:

1. The foregoing recitals are hereby incorporated as if set forth at length.
2. The firm of Government Strategy Group (the “Firm”) is hereby awarded a contract to provide Administrator Recruitment Services, upon the terms set forth in its bid submission attached hereto and incorporated by reference, at a flat rate of \$14,250.
3. The Mayor and Deputy Mayor are hereby authorized and directed to execute a contract with the Firm, consistent with the foregoing, and subject to the final review and approval of the Township Attorney.
4. This Resolution shall take effect immediately.
5. The Township Clerk shall cause a copy of this Resolution to be published in the Township’s newspaper of record within ten (10) calendar days hereof pursuant to law.

2022-61

CERTIFICATION

I, Wendy L Patrovich, Township Clerk of the Township of Holmdel, do hereby certify this to a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at the Meeting held on February 8, 2022.

Wendy L Patrovich, RMC/CMR  
Township Clerk

2022-61

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF  
HOLMDEL AUTHORIZING THE EXECUTION OF A DISCHARGE OF MORTGAGE  
IN CONNECTION WITH THE PROPERTY DESIGNATED ON THE TOWNSHIP TAX  
MAP AS BLOCK 44, LOT 17**

**WHEREAS**, the Township has a court approved Home Improvement Program which provide qualified low and moderate-income households interest free loans from the Township's Affordable Housing Trust Fund to rehabilitate their homes subject to a Note and Mortgage which provides in part that the qualified household resides in the housing unit for 10 years following the issuance of the loan and the rehabilitation work; and

**WHEREAS**, the owner of the property located a Block 44, Lot 17 on the tax map of the Township also known as 11 Mayfair Road (the "Property") executed a Note and Mortgage in favor of the Township of Holmdel Home Improvement Program in the amount of \$21,875 on or about September 18, 2015 (the "Loan") and is selling the Property prior to the expiration of the ten year period thereby obligating the Property owner to repay the Township Home Improvement Program \$21,875.00 at the time of closing; and

**WHEREAS**, the owner of the Property has closed on the sale of the Property and has caused the Loan to be repaid thereby obligating the Township to execute a Discharge of Mortgage releasing the Township's lien on the Property; and

**WHEREAS**, the Township's Home Improvement Program Administrator, Community Grants Housing & Planning, recommends to the Township Committee that it should execute a Discharge of Mortgage in connection with the Note and Mortgage to clear title on the Property.

**NOW THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Holmdel, County of Monmouth that it hereby authorizes the Mayor to execute a Discharge of Mortgage in connection with the Note and Mortgage in favor of the Holmdel Home Improvement Program in connection with the Property designated as Block 44, Lot 17 on the Township Tax Map in a form approved by the Township Attorney.

**BE IT FURTHER RESOLVED** the Township Committee of the Township of Holmdel authorizes Community Grants and Planning to cause the Discharge of Mortgage to be recorded with the Monmouth County Clerk.

CERTIFICATION

I, Wendy L. Patrovich, RMC/CMR, Township Clerk of the Township of Holmdel, do hereby certify this to a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at the Meeting held on February 8, 2022.

Wendy L. Patrovich, RMC/CMR  
Township Clerk

2022-62

TOWNSHIP OF HOLMDEL  
COUNTY OF MONMOUTH

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

**WHEREAS**, notwithstanding the provisions of the LPCL, N.J.S.A. 52:34-6.2(b)(3) authorizes the Township to “make purchases and contract for services through the use of a nationally-recognized and accepted cooperative purchasing agreement that has been developed utilizing a competitive bidding process; and

**WHEREAS**, pursuant to this authority, the Township is a member of the Sourcewell National Joint Powers Alliance Cooperative System membership # 28049, commonly known as “Sourcewell” which satisfies the foregoing statutory criteria; and

**WHEREAS**, the Township seeks to complete Township procurement through Sourcewell with Modern Power Systems, for the provision of a Portable Generac Generator for Holmdel’s Department of Public Works in the amount of \$126,800, as set forth in the proposal attached hereto as Exhibit A and incorporated by reference; and

**WHEREAS**, the Township has determined that the use of the cooperative purchasing agreement with Sourcewell for this procurement, “shall result in cost savings, after all factor, including charges for service, material, and delivery, have been considered,” as required by N.J.S.A. 52:34-6.2(b)(3); and

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

**WHEREAS**, the Chief Financial Officer has certified that adequate funds for such contracts are available in the Monmouth County Improvement Authority Lease.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Holmdel hereby awards the following contract, consistent with the foregoing:

Procurement	Cooperative	Contract No.	Vendor	Contract Amount	Proposal
Portable Generac Generator	Sourcewell	041719-GEN	Modern Power Systems	\$126,800	Exhibit A

CERTIFICATION

I, Wendy L Patrovich, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on February 8, 2022.

Wendy L Patrovich, RMC/CMR  
Township Clerk

2022-63

**RESOLUTION RENEWING CONTRACT  
SWIM CLUB CONCESSION STAND**

**WHEREAS**, on April 13, 2021, the Township of Holmdel awarded a contract for the Swim Club concession stand to Castaway Kitchen; and

**WHEREAS**, the contract was awarded for a term of one year with the option to renew for an additional two (2) year term; and

**WHEREAS**, it has been determined that it is in the best interest of Holmdel Township to renew the contract with Castaway Kitchen in the amount of \$7,000 for the 2023 season per their original bid proposal; and

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Holmdel that the Township of Holmdel hereby exercises the option to renew the contract with Castaway Kitchen for the 2022 contract year.

**BE IT FURTHER RESOLVED** that a copy of this Resolution certified by the Township Clerk to be a true copy be forwarded to Castaway Kitchen, Township's Recreation Director, and Township Qualified Purchasing Agent.

**CERTIFICATION**

I, Wendy L Patrovich, Township Clerk of the Township of Holmdel, do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on February 8, 2022.

Wendy L Patrovich, RMC/CMR  
Township Clerk

2022-64



**RESOLUTION RENEWING CONTRACT FOR  
RENTALS AT BAYONET FARM & SWIM CLUB**

**WHEREAS**, in March, the Township of Holmdel awarded a contract for rentals of Tents/Tables/Chairs and Lights for Bayonet Farm and the tent rental for Holmdel Swim Club to Jacques Caterers; and

**WHEREAS**, the contract was awarded for a term of one year with the option to renew for an additional one (1) year term; and

**WHEREAS**, it has been determined that it is in the best interest of Holmdel Township to renew the contract with Jacques Caterers in the amount not to exceed \$8,091 for the rentals at Bayonet Farm and \$8,091 for the Tent Rental at the Swim Club, per the original bid proposal; and

**WHEREAS**, the Chief Financial Officer has certified to the Purchasing Agent that funds are available.

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Holmdel that the Township of Holmdel hereby exercises the option to renew the contract with Jacques Catering for the 2022 contract year.

**BE IT FURTHER RESOLVED** that a copy of this Resolution certified by the Township Clerk to be a true copy be forwarded to Jacques Caterers, Township Director of Recreation, and Township Qualified Purchasing Agent.

**CERTIFICATION**

I, Wendy L Patrovich, Township Clerk of the Township of Holmdel, do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on February 8, 2022.

Wendy L Patrovich, RMC/CMR  
Township Clerk

2022-65

TOWNSHIP OF HOLMDEL  
COUNTY OF MONMOUTH

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

**WHEREAS**, notwithstanding the provisions of the LPCL, N.J.S.A. 52:34-6.2(b)(3) authorizes the Township to “make purchases and contract for services through the use of a nationally-recognized and accepted cooperative purchasing agreement that has been developed utilizing a competitive bidding process; and

**WHEREAS**, pursuant to this authority, the Township is a member of Omnia Partner COOP Program membership #1153313, which satisfies the foregoing statutory criteria; and

**WHEREAS**, the Township seeks to complete Township procurement through Omnia Partner COOP Program with Amazon Services, LLC dba Amazon Business, for the provision of Office Supplies for Holmdel Township; and

**WHEREAS**, the Township has determined that the use of the cooperative purchasing agreement with Omnia Partner COOP Program for this procurement, “shall result in cost savings, after all factor, including charges for service, material, and delivery, have been considered,” as required by N.J.S.A. 52:34-6.2(b)(3); and

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

**WHEREAS**, as an open-ended contract with no firm quantities guaranteed, pursuant to N.J.A.C. 5:30-11.10(a), funds will be certified and encumbered by individual purchase order prior to each request for service.

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

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Holmdel hereby awards the following contract, consistent with the foregoing:

Procurement	Cooperative	Contract No.	Vendor	Contract Amount
Township Office Supplies	Omnia Partner COOP Program	#R-TC-17600	Amazon Services, LLC dba Amazon Business	Open-ended

CERTIFICATION

I, Wendy L Patrovich, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on February 8, 2022.

Wendy L Patrovich, RMC/CMR  
Township Clerk

TOWNSHIP OF HOLMDEL  
COUNTY OF MONMOUTH

RESOLUTION SETTING CERTAIN SALARIES OF NON-ALIGNED EMPLOYEES OF THE  
TOWNSHIP OF HOLMDEL

WHEREAS, pursuant to N.J.S.A. 40A:9-165, the Township must “fix and determine” salaries for officers, employees, and elected officials not directly subject to duly adopted collective bargaining agreements by ordinance (collectively “Non-Aligned Employees”); and

WHEREAS, to comply with this statutory requirement, the Township may fix salaries for Non-Aligned Employees by determining a salary range for each position by ordinance, provided that individual salaries are then specifically “set” by resolution, as set forth in Shalita v. Twp. of Washington, 270 N.J. Super. 84, 89 (App. Div. 1994); and

WHEREAS, the Township currently maintains a salary ordinance that was most recently amended as part of Ordinance 2021-23, titled “2021 Salary Ordinance for Non-Aligned Employees” (the “2021 Salary Ordinance”); and

WHEREAS, the 2021 Salary Ordinance provides that the “exact compensation to be paid to each Non-Aligned Employee . . . shall be set by resolution of the Township Committee, to the extent the exact compensation is not set by the terms of th[e Salary] Ordinance”; and

WHEREAS, on the date of this meeting, the Township Committee has introduced an ordinance that would revise the Salary Ordinance to make calendar year 2022 adjustments (the “2022 Salary Ordinance”); and

WHEREAS, the Township Committee hereby seeks to set by resolution the salaries of certain Township Non-Aligned Employees, to the extent required by the applicable salary ordinance and applicable law.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Holmdel as follows:

1. The Township Committee hereby fixes the salaries for certain Non-Aligned Employees pursuant to the document attached hereto as Exhibit “A” and incorporated by reference, which shall be effective upon the listed effective date.
2. The salaries set pursuant to this Resolution shall remain in effect and shall not be modified in any way except through a further ordinance or resolution of the Township Committee.
3. To the extent any salary that has been set by this Resolution exceeds the maximum contained in the salary ordinance in effect at that time, said salary shall be set at the maximum salary allowed by the salary ordinance then in effect, unless and until such time as a revised salary ordinance is adopted allowing for same, at which time the salary set pursuant to this Resolution shall take effect.

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4. This resolution shall be effective immediately upon adoption.

5. The Township Administrator and Township Chief Financial Officer are hereby authorized and directed to take all reasonable steps necessary to effectuate the implementation of this resolution.

#### CERTIFICATION

I, Wendy L Patrovich, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on February 8, 2022.

Wendy L Patrovich, RMC/CMR  
Township Clerk

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**RESOLUTION ACKNOWLEDGING RETIREMENT OF CHIEF OF POLICE JOHN  
MIODUSZEWSKI AND APPOINTING FRANK ALOCCO AS ACTING CHIEF OF  
POLICE UPON SAME**

WHEREAS, pursuant to N.J.S.A. 40A:14-118 and Holmdel Township Ordinance § 2-26.1, there exists the position of Chief of Police of the Holmdel Township Police Department; and

WHEREAS, pursuant to a letter dated January 20, 2022, Chief of Police John Mioduszewski has announced his retirement effective March 1, 2022; and

WHEREAS, in order to maintain continuity in the chain of command, and anticipation of Chief Mioduszewski's retirement, the Township Committee seeks to appoint a suitably qualified individual as Acting Chief of Police; and

WHEREAS, Frank Allocco currently serves as Captain, the next ranking officer in the Holmdel Township Police Department.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Holmdel, as follows:

1. The foregoing recitals are hereby incorporated as if set forth at length.
2. The Township Committee hereby acknowledges the retirement of Chief of Police John Mioduszewski with regret and appreciation for his career of dedicated service to the Township of Holmdel, and it extends its best wishes to him and his family for an enjoyable retirement.
3. The Township Committee hereby appoints Captain Frank Allocco to serve as Acting Chief of Police effective upon Chief Mioduszewski's retirement on March 1, 2022 until further notice of the Township Committee.

CERTIFICATION

I, Wendy Patrovich, Township Clerk of the Township of Holmdel, do hereby certify this to a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at the Meeting held on February 8, 2022.

Wendy L Patrovich, RMC/CMR  
Township Clerk

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