

MINUTES Township Committee Meeting

6:30pm - Executive Session

7:30pm - Public Session

Committee Meeting Room

The Township Committee of the Township of Holmdel was called to order on Tuesday, April 11, 2023, at 6:30pm, in the Committee Meeting Room, with the following members present:

COMMITTEE PRESENT: Mayor DJ Luccarelli
Deputy Mayor Rocco Impreveduto
Committeeman Greg Buontempo
Committeeman Brian Foster
Committeewoman Kim LaMountain

STAFF PRESENT: Township Administrator Jay Delaney
Township Clerk Wendy L Patrovich
Township Attorney Michael Collins

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 January 3, 2023.

2. ROLL CALL

- DJ Luccarelli, Mayor
Rocco Impreveduto, Deputy Mayor
Gregory Buontempo, Committeeman
Brian Foster, Committeeman
Kim LaMountain, Committeewoman

3. 6:30 PM EXECUTIVE SESSION - UPSTAIRS CONFERENCE ROOM

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

5. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

6. SIGNING FRIENDSHIP CITY MEMORANDUM OF UNDERSTANDING WITH NEW TAIPEI CITY

- Holmdel Heritage Committee Chairwoman Chiung-yin Cheng Liu made a presentation to the Township Committee about New Taipei City.
- [New Taipei City - Holmdel Friendship City MOU](#)

7. PROCLAMATION ALCOHOL AWARENESS MONTH

- [Wear Purple Day - Alcohol Awareness Proclamation 2023](#)

8. APPROVAL OF MINUTES

- February 28, 2023 Executive and Public Sessions

RESULT:	CARRIED.
MOVER:	Brian Foster
SECONDER:	Kim LaMountain
AYES:	Rocco Impreveduto, Brian Foster, and Kim LaMountain
ABSTAINED:	Gregory Buontempo and DJ Luccarelli

- March 14, 2023 Executive and Public Sessions

RESULT:	CARRIED.
MOVER:	Brian Foster
SECONDER:	Kim LaMountain
AYES:	Gregory Buontempo, DJ Luccarelli, Rocco Impreveduto, Brian Foster, and Kim LaMountain

- March 28, 2023 Executive and Public Sessions

RESULT:	CARRIED.
MOVER:	Brian Foster
SECONDER:	Kim LaMountain
AYES:	Gregory Buontempo, DJ Luccarelli, Brian Foster, and Kim LaMountain
ABSTAINED:	Rocco Impreveduto

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.

- **Janet Jackal, Stoney Brook Road** - commented on the Mayor's Monarch Pledge
- **Mat Weisfeld, Riverside Lane** - commented on the Horn Antenna

10. CONSENT AGENDA

Resolutions 2023-123 to 2023-131 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.

- [2023-123](#)

- [2023-124](#)
- [2023-125](#)
- [2023-126](#)
- [2023-127](#)
- [2023-128](#)
- [2023-129](#)
- [2023-130](#)
- [2023-131](#)
- Mayor Luccarelli requested a motion to approve the Consent Agenda, including Resolutions 2023-123 through 2023-131.

RESULT:	CARRIED.
MOVER:	Kim LaMountain
SECONDER:	Rocco Impeveduto
AYES:	Gregory Buontempo, DJ Luccarelli, Rocco Impeveduto, Brian Foster, and Kim LaMountain

11. DEPARTMENTS

11.1. Administrator

11.1.1. Mr. Delaney reported on the radon test kit program, the preparations of the municipal budget, and the costs related to the DPW pole building.

11.1.2. Township Attorney Collins recommended that the Committee direct the Township Clerk to schedule a special meeting to discuss the budget. Mayor Luccarelli requested a motion to schedule a special budget workshop meeting on Tuesday, April 18, 2023 at 9:00am.

RESULT:	CARRIED.
MOVER:	Rocco Impeveduto
SECONDER:	Kim LaMountain
AYES:	Gregory Buontempo, DJ Luccarelli, Rocco Impeveduto, Brian Foster, and Kim LaMountain

12. PROFESSIONAL REPORTS

12.1. Attorney

13. BOARDS/COMMITTEES

- **Mayor Luccarelli** issued a statement about litigation related to the Crawford Hill property and the Horn Antenna. At his request, Township Attorney Collins provided an overview of Superior Court litigation that had been filed that evening. The Mayor then commented on the Recreation Department's Egg Hunt event
- **Committeeman Foster** provided a report from the Public Safety Department and the Department of Public Works.

- **Committeeman Buontempo** provided an update from the Holmdel Library and the Veterans Committee.
- **Committeewoman LaMountain** commented on the Recreation Department's Egg Hunt event.
- **Deputy Mayor Imprevduto** provided a report from the Recreation Department, the Board of Education, and the Holmdel Heritage Committee.

14. BUSINESS FROM THE COMMITTEE

15. PUBLIC COMMENT

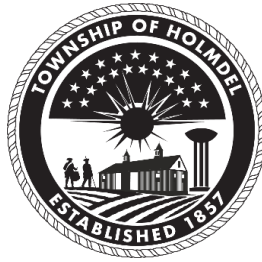
Members of the public are invited to provide comments up to three (3) minutes in duration. Commenters are asked to state his or her full name and address for the record before entering comments.

- **Jay Yanello, Ladwood Drive** - commented on the Crawford Hill property litigation, recent burglaries in Holmdel, and road paving, and inquired about the NJ Natural Gas litigation
- Lou Solanos, McCampbell Road** - commented about flooding on his property
- Ralph Blumenthal, Stoney Brook Road** - commented about paving on Stoney Brook Road and on the Crawford Hill property litigation
- Patrick Trischitta, Line Road** - commented on the Crawford Hill property and the Horn Antenna
- Sarbmeet Kanwal, White Cedar Lane** - commented on the Crawford Hill property and Horn Antenna
- Mat Weisfeld, Riverside Lane** - commented on water quality at his home and the Crawford Hill property
- Peter Manari, Bethany Road** - commented on the Crawford Hill property and the Horn Antenna and the possibility of creating a public park
- Lance Lupi, Line Road** - commented on the DPW pole building, the traffic issue at Line Road and Bethany, the traffic issue in front of Holmdel High School, the Township's contract with Comcast, the potholes on Beers Street, and the Crawford Hill property and Horn Antenna
- Jerry Buffalino, Barbera Drive** - inquired about the location of the special budget workshop meeting

16. ADJOURNMENT

- Meeting adjourned by acclamation at 8:43pm.

Township Clerk



**MEMORANDUM OF UNDERSTANDING
BETWEEN NEW TAIPEI CITY AND THE TOWNSHIP OF
HOLMDEL ON INTERNATIONAL CULTURAL,
EDUCATIONAL, AND ECONOMICAL COOPERATION**

A. OBJECTIVE

The New Taipei City and the Township of Holmdel, collectively referred to as the "Participants", in an effort to promote friendship and mutual benefit between their cities, agree to strengthen cooperation and collaboration by exploring cultural, arts, educational, and economic opportunities.

The Participants may involve other institutions in the authorities they represent in the implementation of this Memorandum of Understanding (MOU).

B. AREAS OF COOPERATION

The areas of cooperation under this MOU are established collaboratively by the Participants with the objective to promote friendship and mutual benefits. The Participants intend to consult periodically on matters in relation to international cultural, arts, educational, and economic exchange. The participants intend to work individually and, where appropriate, collectively in pursuing the following. And, where appropriate, the Participants may document specific cooperation through implementing arrangements.

- Pursue cultural exchange opportunities to celebrate cultural diversity and fight against prejudices.
- Create opportunities to learn about and reflect upon the intersectionality of international cultural identity.
- Support youth exchange opportunities that promote the exchange of experiences, ideas, and language education.
- Create networking opportunities and conferences to promote business partnership and economic opportunities.

C. GENERAL

This MOU does not create legally binding obligations. All activities under this MOU are subject to the availability of funds and other resources, as well as any other applicable laws and regulations that may govern the Participants.

D. COMMENCEMENT, MODIFICATION, DISCONTINUATION

Activities under this MOU may commence upon signature of the MOU by both Participants. The MOU is expected to remain in effect for a period of five (5) years. The MOU may be extended for additional five-year periods by the mutual written decision of the Participants. The MOU may be modified by mutual written decision of the Participants. It may be discontinued, in whole or in part, by either Participant at any time, but the discontinuing Participant is expected to provide written notification to the other Participant of its intent to discontinue participation in the MOU at least three (3) months in advance of the discontinuation. Discontinuation of this MOU is not intended to affect the validity, or the duration of projects initiated under this MOU prior to discontinuation.

Signed in duplicate at HOLMDEL TOWNSHIP this 11th day of April, 2023 in the English language.

For the Township of Holmdel:

For New Taipei City:

The Honorable Domenico Luccarelli
Mayor, Holmdel Township, New Jersey

The Honorable Hou Yu-Ih
Mayor, New Taipei City

PROCLAMATION OF THE HOLMDEL TOWNSHIP COMMITTEE

WHEREAS, Alcohol Use Disorder is a progressive disorder that results in severe health issues, and alcohol accounts for a significant proportion of substance abuse treatment admissions; and

WHEREAS, according to the National Institute of Health, an estimated 29.5 million Americans have experienced Alcohol Use Disorder in the past year; and

WHEREAS, the month of April is designated as Alcohol Awareness Month as a way of bringing attention to the problem of alcohol abuse, as well as to the individuals, their families, and friends who are affected by it; and

WHEREAS, the National Council on Alcoholism and Drug Dependence (NCADD) has chosen the color purple to represent and acknowledge the many lives that are affected by alcohol use and support individuals who are impacted; and

WHEREAS, the color purple was selected as a symbol for Alcohol Awareness due to its connection to the amethyst stone. In Ancient Greece, the word amethyst meant "without drunkenness" and it was believed that anyone carrying this stone could not become intoxicated.

NOW, THEREFORE, I, Mayor Domenico "DJ" Luccarelli on behalf of the Holmdel Township Committee and in collaboration with the Holmdel Municipal Alliance to Prevent Alcoholism and Drug Abuse do hereby proclaim April 21, 2023 as

WEAR PURPLE DAY

in the Township of Holmdel and urge all community members to support this great cause by wearing purple clothing and sharing information about Alcohol Use Disorder and treatment.

PROCLAIMED this 11th day of April, 2023.

Attest:
Wendy L Patrovich, RMC/CMR
Township Clerk

Holmdel Township Committee:
Domenico "DJ" Luccarelli, Mayor
Rocco Impreduto, Deputy Mayor
Greg Buontempo, Committeeman
Brian Foster, Committeeman
Kim LaMountain, Committeewoman

BILLS PAYABLE RESOLUTION

WHEREAS, the Township of Holmdel has received certain claims against it by way of vouchers received during the period ending on April 11, 2023.

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 2023-31, 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 April 11, 2023 be and the same hereby are approved and the Chief Financial Officer is authorized to pay said claims:

FUND DISTRIBUTION	2-01	CURRENT FUND	\$	6,510.34
FUND DISTRIBUTION	2-28	OPEN SPACE TRUST	\$	1,125.00
		YEAR TOTAL	\$	7,635.34
FUND DISTRIBUTION	3-01	CURRENT FUND	\$	61,981.63
FUND DISTRIBUTION	3-07	SEWER OPERATING	\$	18,064.94
FUND DISTRIBUTION	3-15		\$	859.48
FUND DISTRIBUTION	3-17		\$	1,535.00
FUND DISTRIBUTION	3-26	POOL OPERATING	\$	1,056.22
		YEAR TOTAL	\$	83,497.27
FUND DISTRIBUTION	C-04	GENERAL CAPITAL	\$	212,293.79
FUND DISTRIBUTION	C-08	SEWER CAPITAL	\$	22,615.50
		YEAR TOTAL	\$	234,910.29
FUND DISTRIBUTION	G-02	STATE/FED GRANT	\$	7,442.89
		TOTAL OF ALL FUNDS	\$	333,485.79
		TOTAL OF ALL PROJECTS	\$	1,535.00

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 April 11, 2023.

Wendy L Patrovich, RMC/CMR
Township Clerk

2023-123

RESOLUTION REFUNDING RECREATION FEES

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the following Recreation Fees be returned:

Jennifer Johansen ~ refund spring dance	\$130.00
Kristen Corrigan ~ refund spring dance	\$130.00
Gail Frieman ~ refund senior workout	\$ 83.00
John Li ~ refund swim club membership	\$725.00
Margaret Hunter ~ refund swim lessons	\$75.00
Sean Brady ~ reimburse expenses	\$291.48
Eva Philips~ refund duplicate payment	\$350.00
Beata Smoch ~ refund canceled class	\$ 65.00
Dimitriy Ustinov ~ refund canceled class	\$ 65.00
Theresa Valle-Serrano ~ refund canceled class	\$ 65.00
Ryan Mancini ~ reimburse partial membership fee	\$300.00

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 April 11, 2023.

Wendy L Patrovich, RMC/CMR
Township Clerk

RESOLUTION SUPPORTING THE MAYORS' MONARCH PLEDGE

WHEREAS, the monarch butterfly is an iconic North American species whose multigenerational migration and metamorphosis has captivated millions of Americans; and

WHEREAS, the monarch butterfly population has seen major declines in recent years and less than one percent of the west monarch population remains; and

WHEREAS, the National Wildlife Federation has recognized the importance role that local communities can take in helping to rebuild the monarch butterfly population; and

WHEREAS, the National Wildlife Federation has begun an initiative called the Mayors' Monarch Pledge to help educate communities on what they can do to help rebuild monarch and pollinator habitats in parks, gardens, and other green spaces.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Holmdel expresses its support for the Mayors' Monarch Pledge, hereby commits to help restoring monarch habitats, and encourage residents to do the same.

BE IT FURTHER RESOLVED that the Mayor is authorized and directed to sign the Mayors' Monarch Pledge on behalf of the Township.

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 April 11, 2023.

Wendy L Patrovich, RMC/CMR
Township Clerk

2023-125

RESOLUTION RELEASING PERFORMANCE CASH BOND GUARANTEES
CAYDENZAR ASSOCIATES

WHEREAS, Caydenzar Associates has requested that its cash performance bonds and fees be released; and

WHEREAS, the Township Engineer's letter dated March 28, 2023 attached hereto, has recommended, the following cash performance bonds and fees be released:

- | | |
|--|---------------|
| - Performance Cash Bond | \$ 189,201.38 |
| - Performance Engineering Fees | \$ 88,131.56 |
| - Maintenance Cash Bond – Crosswalks | \$5,000.00 |
| - Maintenance Cash Bond – Intersection | \$10,878.17 |
| - | |

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the above fees be refunded to Caydenzar Associates.

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 March 28, 2023.

Wendy L Patrovich, RMC/CMR
Township Clerk

**TOWNSHIP OF HOLMDEL
COUNTY OF MONMOUTH
RESOLUTION TO CANCEL ESCROW DEPOSITS**

WHEREAS, there are several old escrow balances which the Township has attempted to refund to the rightful owner; and

WHEREAS, the owners of said escrow funds have not been located;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee that the following escrows be cancelled to Fund Balance:

MCB-000004	\$ 5,000.80
MCB-000033	\$ 1,381.87
MEF-000022	\$ 254.28
MEF-000125	\$ 92.12
PCB-000119	\$ 360.00
PCB-000132	\$ 156.00
PEF-000025	\$ 79.90
PEF-000198	\$ 155.60
PEF-000133	\$ 47.16
PEF-000192	\$ 64.67
PCB-000212	\$ 4,212.00

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 April 11, 2023.

Wendy L Patrovich, RMC/CMR
Township Clerk

**RESOLUTION CONTRACT
LAWN & FIELD MAINTENANCE - 2023**

WHEREAS, bids were received on April 4, 2023 for the Township's Lawn & Field Maintenance Program; and

WHEREAS, the sole bidder was Tru Green L.P. with a base bid price of \$71,3000; and

WHEREAS, the contract term will be from April 1, 2023 through December 31, 2023 with the option to renew for an additional one (1) year term; and

WHEREAS, the Township's Qualified Purchasing Agent (QPA) has recommended an award for contract be made to Tru Green L.P.; and

WHEREAS, the Chief Financial Officer has certified to the QPA that funds are available.

NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of Holmdel hereby awards a contract to Tre Green L.P. in accordance with the bid documents for the Township's Lawn & Field Maintenance Program in the amount of \$71,300.00 consistent with the foregoing.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Township Clerk to be a true copy be forwarded to Tru Green L.P. and the 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 April 11, 2023.

Wendy L. Patrovich, RMC/CMR
Township Clerk

2023-128

**RESOLUTION CONTRACT
2023 MOWING**

WHEREAS, bids were received on April 4, 2023 for the Township's 2023 Mowing contract; and

WHEREAS, the contract shall be awarded based on the total of the contract year and the option year; and

WHEREAS, the contract term will be from April 1, 2023 through December 31, 2023 with the option to renew for an additional one (1) year term; and

WHEREAS, the following bids were received:

D'Onofrio & Sons	\$97,930.00
Custom Landscaping & Lawn Care, Inc.	\$184,970.00
On-Site Landscape Management	\$237,797.00

WHEREAS, the Township's Qualified Purchasing Agent (QPA) has recommended an award for contract be made to the apparent low bidder D'Onofrio & Sons; and

WHEREAS, the Chief Financial Officer has certified to the QPA that funds are available.

NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of Holmdel hereby awards the 2023 mowing contract to D'Onofrio & Sons in accordance with the bid documents for the Township's 2023 Mowing Contract in the amount of \$97,930.00 consistent with the foregoing.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Township Clerk to be a true copy be forwarded to D'Onofrio & Sons and the 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 April 11, 2023.

Wendy L. Patrovich, RMC/CMR
Township Clerk

2023-129

**RESOLUTION AUTHORIZING CHANGE ORDER NUMBERS 1- 3 FOR THE EMS
BUILDING RENOVATION PROJECT**

WHEREAS, the Township of Holmdel awarded a contract to Fitzpatrick & Associates, Inc. for the EMS Building Renovation Project in the amount of \$1,109,695; and

WHEREAS, the work relating to this contract is ongoing, and the Township Architect has submitted the attached reports requesting approval for Change Order #1 for an increase amount of \$2,497.00, Change Order #2 an increase amount of \$3,683.06, and Change Order #3 for a decrease amount of \$25,000; and

WHEREAS, Change Order 1, 2 and 3 as proposed result in an overall decrease in the total contract amount to \$1,090,875.06

WHEREAS, the Chief Financial Officer has Certified that funding is available for this purpose.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that Change Orders 1-3 be approved to the referenced contract.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Township Clerk to be a true copy be forwarded to Fitzpatrick & Associates, Inc., Chief Financial Officer, 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 April 11, 2023.

Wendy L Patrovich, RMC/CMR
Township Clerk

RESOLUTION REFUNDING UNUSED ESCROW

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the following unexpended Escrow Funds be returned:

<u>Applicant/Escrow Type</u>	<u>Return Amount</u>
Meridian Nursing and Rehab, Inc. (2017) <u>Escrow Project ID# ZB-MERNURS</u> Generator/Willows Parking Lot	\$ 495.50
Bayshore Willows (2011) <u>Escrow Project ID# PB-BAYSH W</u> Meridian Wound Care (2018)	\$ 1,287.50
Meridian Wound Care (2018) <u>Escrow Project ID# PB-MER WOU</u>	\$ 1,005.24

CERTIFICATION

I, Wendy L Patrovich, Township Clerk of the Township of Holmdel, do hereby certify that the above is a true copy of the Resolution adopted by the Holmdel Township Committee at a meeting held on April 11, 2023.

Wendy L Patrovich, RMC/CMR
Township Clerk