

## **RESOLUTION NO. 2023-221**

### **RESOLUTION OF THE TOWNSHIP OF PLUMSTED, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE CONVENING OF AN EXECUTIVE SESSION IN ACCORDANCE WITH THE OPEN PUBLIC MEETINGS ACT**

**WHEREAS**, Section Two of the Open Public Meetings Act, c.231, P.L. of 1975, permits the exclusion of the public under certain circumstances; and

**WHEREAS**, the governing body is of the opinion that circumstances presently exist to permit the exclusion of the public from certain discussions of the governing body.

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

1. That the public shall be excluded from discussion of the following matters:

**PERSONNEL:** Personnel

**CONTRACTUAL:** Professional Services

**ATTORNEY CLIENT PRIVILEGE**

2. It is anticipated at this time that the above-stated matters will not be made public in any foreseeable time in the future and not until final conclusion of the matter.
3. This resolution shall become effective immediately.

NAME	CUOZZO	GRILLETTO	HAMMERSTONE	MARINARI	BOWEN
AYES					
ABSTAIN					
NAYS					
ABSENT					

### **CERTIFICATION**

**I, JENNIFER WITHAM**, Municipal Clerk of the Township of Plumsted, do hereby certify that the foregoing resolution was duly adopted by the Plumsted Township Committee at a meeting held on the **6<sup>TH</sup>** day of **JULY, 2023**.

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**JENNIFER WITHAM, RMC, CMR**  
**Municipal Clerk**

## RESOLUTION NO. 2023-222

### RESOLUTION OF THE TOWNSHIP OF PLUMSTED, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING PAYMENT OF SEWER LOANS

**WHEREAS**, Ordinance 2021-02 of the Township of Plumsted provides for a special assessment of the cost related to sanitary sewer installation for approximately 600 existing property owners who are required to connect to the sanitary sewer system (the "Sewer System") within the Township; and

**WHEREAS**, the Township and the Plumsted Municipal Utilities Authority are offering each existing property owner who is eligible to connect to the Sewer System a loan to assist with the funding of the construction of the lateral connection of the property to the Sewer System and the cost to abandon in place the existing septic or cesspool system; and

**WHEREAS**, the maximum loan amount shall be \$4,000 for property owners whose main building is located within 150 lineal feet of the Sewer System and \$6,000 for property owners whose main building is located in excess of 150 lineal feet of the Sewer System and an additional \$6,000 for those properties requiring a grinder pump;

**WHEREAS**, sewer loan applications were received and approved by the Executive Director of the Plumsted Municipal Utilities Authority by the property owner(s) listed on the attached Schedule 'A'; and

**WHEREAS**, it is the desire of the Township Committee to authorize payment of a sewer loan to the property owner(s) on the attached Schedule 'A'.

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

1. That the Mayor and Township Committee hereby authorizes the payment of a sewer loan to the property owner(s) listed on the attached Schedule 'A'.
2. That certified copies of this resolution shall be forwarded to Sharon Gower, CFO, the PMUA, and to the property owner(s) on the attached Schedule 'A'.

NAME	CUOZZO	GRILLETTO	HAMMERSTONE	MARINARI	BOWEN
AYES					
ABSTAIN					
NAYS					
ABSENT					

### CERTIFICATION

**I, JENNIFER WITHAM**, Municipal Clerk of the Township of Plumsted, do hereby certify that the foregoing resolution was duly adopted by the Plumsted Township Committee at a meeting held on the 6<sup>th</sup> day of **JULY, 2023**.

\_\_\_\_\_  
**JENNIFER WITHAM, RMC, CMR**  
**Municipal Clerk**

# Resolution No. 2023-222 Schedule 'A'

BLOCK & LOT	NAME	ADDRESS	AMOUNT OF LOAN	Bill List	PO Number	Connection Date
1/1 Plumsted Presbyterian Church	8 Front Street	\$	6,000.00	7/6/2023		11/9/2022
1/1 Plumsted Presbyterian Church	8 Front Street	\$	4,000.00	7/6/2023		11/28/2022

**RESOLUTION NO. 2023-223**

**RESOLUTION OF THE TOWNSHIP OF  
PLUMSTED, COUNTY OF OCEAN, STATE OF NEW  
JERSEY, AWARDED A CONTRACT FOR THE  
INLET RECONSTRUCTION PROJECT TO EARLE  
ASPHALT COMPANY**

**WHEREAS**, the Township of Plumsted duly advertised for the receipt of bids for Inlet Reconstruction Project; and

**WHEREAS**, in response to the invitation to bidders, seven (7) bids were received on June 8th, 2023; and

**WHEREAS**, the bids have been reviewed by the Township Engineer and it has been determined that Earle Asphalt Company submitted the lowest responsible bid in accordance with the bid specifications, said bid being thirty-nine thousand nine hundred thirteen dollars and 00/100 (\$39,913.00) dollars, which sum includes \$30,223.00 Base Bid, and \$9,690.00 for Alternate No. 1; and

**WHEREAS**, it is the desire of the governing body to award a contract for Inlet Reconstruction Project to Earle Asphalt Company.

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

1. That the governing body does hereby award a contract for Inlet Reconstruction Project to Earle Asphalt Company at \$39,913.00.
2. That the Mayor and the Township Clerk are hereby authorized to execute a contract with Earle Asphalt Company, in accordance with the bid submitted by Earle Asphalt Company.
3. That the governing body specifically approves the bid specifications, designs and plans prepared in connection with the construction of Inlet Reconstruction Project.
5. That a Certificate of Availability of Funds executed by the Chief Financial Officer is annexed hereto.

**r|m|s|h|c**

Rothstein, Mandell, Strohm,  
Halm & Cipriani, P.A.  
ATTORNEYS AT LAW

98 East Water Street  
Toms River, NJ 08753

o: 732.363.0777  
f: 732.905.6555



5. That a Certificate of Availability of Funds executed by the Chief Financial Officer is annexed hereto.

6. That a certified copy of this resolution, together with a copy of the contract between the parties, shall be forwarded to the Chief Financial Officer, the Township Engineer and Earle Asphalt Company.

NAME	CUOZZO	GRILLETTO	HAMMERSTONE	MARINARI	BOWEN
AYES					
ABSTAIN					
NAYS					
ABSENT					

**CERTIFICATION**

I, **JENNIFER WITHAM** do hereby certify that the foregoing is a true copy of a resolution adopted by the Governing Body of the Township of Plumsted at a meeting held on the 6<sup>th</sup> day of **JUNE, 2023**.

**r|m|s|h|c**

Rothstein, Mandell, Strohm,  
Halm & Cipriani, P.A.  
ATTORNEYS AT LAW

98 East Water Street  
Toms River, NJ 08753

o: 732.363.0777  
f: 732.905.6555

\_\_\_\_\_  
**JENNIFER WITHAM, RMC, CMR**  
Municipal Clerk

Christopher J. Noll, PE, CME, PP  
*President & CEO*

William H. Kirchner, PE, CME, N-2  
*Vice President*

Rakesh R. Darji, PE, PP, CME, CFM  
*Vice President/Treasurer*

Benjamin R. Weller, PE, CME, CPWM, S-3, C-3  
*Secretary*



**ENVIRONMENTAL  
RESOLUTIONS, INC.**

*Engineers • Planners • Scientists • Surveyors*

Joseph P. Orsino, Jr. CET, *Vice President*

Harry R. Fox, NICET III

G. Jeffrey Hanson, PE, CME

Joseph R. Hirsh, PE, CME, CPWM

C. Jeremy Noll, PE, CME, CPWM

Marc H. Selover, LSRP, PG

June 12, 2023  
42528 00

Re: Inlet Reconstruction Project  
Plumsted Township  
***Award Recommendation***

Ms. Jennifer Witham, RMC, CMR  
Municipal Clerk/Business Administrator  
Plumsted Township  
121 Evergreen Road  
New Egypt, NJ 08533

Dear Ms. Witham:

Bids were received on June 8, 2023, for the Inlet Reconstruction Project. Seven (7) bids were received and are summarized in the attached Summary of Bids.

Based upon a review of the submitted bid documents and our knowledge of the contractors, it is recommended that the Base Bid Plus Alternate Bid #1 be awarded to Earle Asphalt Company in the amount of \$39,913.00.

The award should be conditioned upon a review of the submitted documentation by the Township Solicitor and confirmation of available funding. If you have additional questions, or require additional information, please contact me.

Sincerely yours,

Joseph R. Hirsh PE, CME, CPWM  
Township Engineer

Attachment

cc: Nadene Cicero, Deputy Clerk (email)  
Sharon Gower (email)  
42528 00 award recommendation 2023-06-12



**RESOLUTION NO. 2023-224**

**RESOLUTION OF THE TOWNSHIP OF PLUMSTED,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
REQUESTING APPROVAL FOR THE INSERTION  
OF A SPECIAL ITEM OF REVENUE AND  
APPROPRIATION PURSUANT TO N.J.S.A.40A:4-87  
(CLEAN COMMUNITIES GRANT PROGRAM \$21,105.86)**

**WHEREAS**, N.J.S.A.40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any local unit when such item shall have been made available by any public or private funding source and the amount therefore shall not have been determined at the time of adoption; and

**WHEREAS**, N.J.S.A.40A:4-87 further provides that the Director may approve the insertion of an appropriation item of an amount equal to any such special item of revenue making such item of revenue available for expenditure; and

**WHEREAS**, the Township of Plumsted has been provided additional funds from New Jersey Department of Environmental Protection, Clean Communities Grant Program in the amount of \$21,105.86 and

**WHEREAS**, the Mayor and Township Committee of the Township of Plumsted, request the Director of the Division of Local Government Services to approve the insertion of this amount as revenue with an offsetting appropriation.

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

1. That the Mayor and Township Committee do hereby request an amendment to the 2023 Budget to provide the insertion of a special item of revenue in the amount \$21,105.86 by Director of the Division of Local Government Services, which is now available as a revenue from:

Miscellaneous Revenue: (Special Item of general revenue anticipated with prior written consent of the Director of Local Government Services)

New Jersey Department of Environmental Protection Appropriations:

Clean Communities Grant Program \$21,105.86

2. That the Mayor and Township Committee do hereby further request an appropriation of an equal sum under the caption of:

General Appropriations: (Operations excluded from CAP)

New Jersey Department of Environmental Protection

Clean Communities Grant Program \$21,105.86

3. That certified copies of this resolution shall be forwarded to the Director of the Division of Local Government Services, the Township Auditor and the Chief Financial Officer.



NAME	CUOZZO	GRILLETTO	HAMMERSTONE	MARINARI	BOWEN
AYES					
ABSTAIN					
NAYS					
ABSENT					

### CERTIFICATION

**I, JENNIFER WITHAM**, Municipal Clerk of the Township of Plumsted, do hereby certify that the foregoing resolution was duly adopted by the Plumsted Township Committee at a meeting held on the **6<sup>th</sup>** day of **JULY, 2023**.

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**JENNIFER WITHAM, RMC, CMR**  
**Municipal Clerk**

**RESOLUTION NO. 2023-225**

**RESOLUTION OF THE TOWNSHIP OF PLUMSTED,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
REQUESTING APPROVAL FOR THE INSERTION  
OF A SPECIAL ITEM OF REVENUE AND  
APPROPRIATION PURSUANT TO N.J.S.A.40A:4-87  
(STORMWATER ASSISTANCE GRANT \$25,000.00)**

**WHEREAS**, N.J.S.A.40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any local unit when such item shall have been made available by any public or private funding source and the amount therefore shall not have been determined at the time of adoption; and

**WHEREAS**, N.J.S.A.40A:4-87 further provides that the Director may approve the insertion of an appropriation item of an amount equal to any such special item of revenue making such item of revenue available for expenditure; and

**WHEREAS**, the Township of Plumsted has been provided additional funds from the Stormwater Assistance Grant FY2023 in the amount of \$25,000.00; and

**WHEREAS**, the Mayor and Township Committee of the Township of Plumsted, request the Director of the Division of Local Government Services to approve the insertion of this amount as revenue with an offsetting appropriation.

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

**1.** That the Mayor and Township Committee do hereby request an amendment to the 2023 Budget to provide the insertion of a special item of revenue in the amount \$25,000.00 by Director of the Division of Local Government Services, which is now available as a revenue from:

Miscellaneous Revenue: (Special Item of general revenue anticipated with prior  
written consent of the Director of Local Government Services)

Stormwater Assistance Grant FY2023

\$25,000.00

**2.** That the Mayor and Township Committee do hereby further request an appropriation of an equal sum under the caption of:

Grant Appropriations: (Operations excluded from CAP)

Stormwater Assistance Grant FY2023

\$25,000.00

**3.** That certified copies of this resolution shall be forwarded to the Director of the Division of Local Government Services, the Township Auditor and the Chief Financial Officer.

NAME	CUOZZO	GRILLETTO	HAMMERSTONE	MARINARI	BOWEN
AYES					
ABSTAIN					
NAYS					
ABSENT					

### CERTIFICATION

**I, JENNIFER WITHAM**, Municipal Clerk of the Township of Plumsted, do hereby certify that the foregoing resolution was duly adopted by the Plumsted Township Committee at a meeting held on the **6<sup>th</sup>** day of **JULY, 2023**.

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**JENNIFER WITHAM, RMC, CMR**  
**Municipal Clerk**

**RESOLUTION NO. 2023-226**

**RESOLUTION OF THE TOWNSHIP OF PLUMSTED,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
REQUESTING APPROVAL FOR THE INSERTION  
OF A SPECIAL ITEM OF REVENUE AND  
APPROPRIATION PURSUANT TO N.J.S.A.40A:4-87  
(MUNICIPAL COURT ALCOHOL EDUCATION, REHABILITATION  
AND ENFORCEMENT FUND GRANT \$1,297.95)**

**WHEREAS**, N.J.S.A.40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any local unit when such item shall have been made available by any public or private funding source and the amount therefore shall not have been determined at the time of adoption; and

**WHEREAS**, N.J.S.A.40A:4-87 further provides that the Director may approve the insertion of an appropriation item of an amount equal to any such special item of revenue making such item of revenue available for expenditure; and

**WHEREAS**, the Township of Plumsted has been provided additional funds from the municipal Court Alcohol Education, Rehabilitation and Enforcement Fund in the amount of \$1,297.95; and

**WHEREAS**, the Mayor and Township Committee of the Township of Plumsted, request the Director of the Division of Local Government Services to approve the insertion of this amount as revenue with an offsetting appropriation.

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

**1.** That the Mayor and Township Committee do hereby request an amendment to the 2023 Budget to provide the insertion of a special item of revenue in the amount \$1,297.95 by Director of the Division of Local Government Services, which is now available as a revenue from:

Miscellaneous Revenue: (Special Item of general revenue anticipated with prior  
written consent of the Director of Local Government Services)

Municipal Court Alcohol Education, Rehabilitation and Enforcement Fund  
\$1,297.95

**2.** That the Mayor and Township Committee do hereby further request an appropriation of an equal sum under the caption of:

Grant Appropriations: (Operations excluded from CAP)  
Municipal Court Alcohol Education, Rehabilitation and Enforcement Fund  
\$1,297.95

**3.** That certified copies of this resolution shall be forwarded to the Director of the Division of Local Government Services, the Township Auditor and the Chief Financial Officer.



NAME	CUOZZO	GRILLETTO	HAMMERSTONE	MARINARI	BOWEN
AYES					
ABSTAIN					
NAYS					
ABSENT					

### CERTIFICATION

**I, JENNIFER WITHAM**, Municipal Clerk of the Township of Plumsted, do hereby certify that the foregoing resolution was duly adopted by the Plumsted Township Committee at a meeting held on the **6<sup>th</sup>** day of **JULY, 2023**.

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**JENNIFER WITHAM, RMC, CMR**  
**Municipal Clerk**

**RESOLUTION NO. 2023-227**

**RESOLUTION OF THE TOWNSHIP OF PLUMSTED  
COUNTY OF OCEAN, STATE OF NEW JERSEY  
AUTHORIZING PAYMENT OF ELECTION DAY  
FLEX TIME FOR THE MUNICIPAL CLERK'S OFFICE**

**WHEREAS**, the Municipal Clerk's Office must oversee the Primary Election on Election Day, June 6, 2023; and

**WHEREAS**, Municipal Clerk, Jennifer Witham by letter attached as Schedule "A", has requested compensation for hours worked over the normal work day on Primary Election Day; and

**WHEREAS**, the Municipal Clerk has requested that she be compensated for 5 hours at her normal rate of pay for working on Primary Election Day (June 6, 2023) as set forth in the attached Schedule "A".

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

- 1.** That the Mayor and Township Committee hereby authorizes the payment of 5 hours to Jennifer Witham, Municipal Clerk at her normal rate of pay for working on Primary Election Day (June 6, 2023) as set forth in the attached Schedule "A".
- 2.** That certified copies of this resolution shall be forwarded to Clerk Jennifer Witham, and Sharon Gower, CFO.

NAME	CUOZZO	GRILLETTO	HAMMERSTONE	MARINARI	BOWEN
AYES					
ABSTAIN					
NAYS					
ABSENT					


**CERTIFICATION**

**I, JENNIFER WITHAM**, Municipal Clerk of the Township of Plumsted, do hereby certify that the foregoing resolution was duly adopted by the Plumsted Township Committee at a meeting held on the **6<sup>TH</sup> of JULY, 2023**.

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**JENNIFER WITHAM, RMC, CMR**  
**Municipal Clerk**

Resolution No. 2023-227 Schedule A

TO: Township Committee  
FROM: Jennifer Witham, RMC, CMR   
DATE: June 28, 2023  
RE: Pay for Primary Election Day Hours

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Tuesday, June 6, 2023 was the Primary Election. I worked the following:

- 5:00 am to 9:45 pm (14.75 hours worked, normally 8-hour day)

Per the Salary Ordinance, the clerk may be paid for flex time up to forty (40 hours). That doesn't include my Administrator role.

I am respectfully requesting to be paid five (5) hours per the ordinance. Although I no longer earn flex time for my Clerk role, Election Day is an unusual circumstance to work the long hours so I am respectfully asking to use the additional 1.75 hours as flex.

I appreciate your consideration in paying me for the additional five (5) hours worked.

cc Sharon Gower, CFO

**RESOLUTION NO. 2023-228**  
**RESOLUTION OF THE TOWNSHIP OF PLUMSTED,**  
**COUNTY OF OCEAN, STATE OF NEW JERSEY,**  
**AUTHORIZING PAYMENT OF UNUSED**  
**LEAVE TIME FOR TARA OLIVER**

**WHEREAS,** Tara Oliver, former Assistant Municipal Treasurer for Plumsted Township, separated from service effective May 4, 2023; and

**WHEREAS,** it is the desire of the Mayor and Township Committee to authorize payment of 13.5 days of flex time for Tara Oliver as set forth in the attached Schedule "A".

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

1. That Tara Oliver no longer works for the township effective May 4, 2023.
2. That the Mayor and Township Committee hereby authorize payment for 13.5 days of unused flex time for Tara Oliver as set forth in the attached Schedule "A".
3. That certified copies of this resolution shall be forwarded to the Plumsted Township Finance Office and Tara Oliver.

NAME	CUOZZO	GRILLETTO	HAMMERSTONE	MARINARI	BOWEN
AYES					
ABSTAIN					
NAYS					
ABSENT					

**CERTIFICATION**

**I, JENNIFER WITHAM,** Municipal Clerk of the Township of Plumsted, do hereby certify that the foregoing resolution was duly adopted by the Plumsted Township Committee at a meeting held on the **6<sup>th</sup>** day of **JULY, 2023.**

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**JENNIFER WITHAM, RMC, CMR**  
**Municipal Clerk**

Resolution No. 2023-228  
Schedule 'A'

**Municipal Clerk**

---

**From:** Sharon Gower - CFO  
**Sent:** Monday, July 3, 2023 2:28 PM  
**To:** Municipal Clerk  
**Subject:** RE: Oliver Flex Time

Her hourly rate was \$26.48. With 13.5 hours that would be \$357.48.

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**From:** Municipal Clerk  
**Sent:** Tuesday, June 27, 2023 2:08 PM  
**To:** Sharon Gower - CFO <cfo@plumsted.org>  
**Subject:** Oliver Flex Time

As you know, we have been advised to reimburse Tara Oliver for unused flex time. I have reviewed her final flex log and payroll vouchers, it appears that the 13.5 hours of flex remaining was from year 2023. All of the flex earned was under a 40 hour work week. Please advise the amount of reimbursement based on her 2023 rate of pay.

Thank you,

*Jennifer Witham, RMC, CMR*  
*she/her*  
Municipal Clerk/Business Administrator  
Township of Plumsted  
121 Evergreen Rd  
New Egypt, NJ 08533  
609/758-2241, ext 101  
fax 609/758-0123

*This communication has been delivered by an employee of Plumsted Township, Ocean County, NJ. Any files or attachments transmitted within it may contain information that is confidential, privileged and exempt from disclosure under applicable law. It is intended solely for the use of the individual or the entity to which it is addressed. If you are not the intended recipient, you are hereby notified that any use, dissemination, or copying of this communication is prohibited by federal law. If you have received this communication in error, please destroy it and notify the sender at (609)-758-2241 ext.101.*

**RESOLUTION NO.2023-229**

**RESOLUTION OF THE TOWNSHIP OF PLUMSTED,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
APPOINTING MATTHEW RACK AS ALTERNATE CONSTRUCTION  
OFFICIAL IN THE ABSENCE OF KEVIN SCHMALZ**

**WHEREAS**, Resolution No. 2023-109 appointed Ralph Rosamilia, as the Alternate Construction Official for the Township of Plumsted for the Year 2023 in the absence of Kevin Schmalz; and

**WHEREAS**, Kevin Schmalz has recommended appointing another Alternate Construction Official in the event Ralph Rosamilia is not available; and

**WHEREAS**, Matthew Rack is qualified to be a Construction Code Official; and

**WHEREAS**, it is the desire of the Mayor and Township Committee to have Matthew Rack serve as alternate Construction Official in the absence of Kevin Schmalz; and

**WHEREAS**, Matthew Rack shall be compensated in accordance with the salary ordinance and resolution.

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

1. That Matthew Rack is hereby appointed to serve as alternate Construction Official in the absence of Kevin for the Township of Plumsted for the Year 2023.
2. That Matthew Rack shall be compensated in accordance with the salary ordinance and resolution.
3. That a certified copy of this resolution shall be forwarded to the Plumsted Township Construction Official, Sharon Gower, CFO, and Matthew Rack.

NAME	CUOZZO	GRILLETTO	HAMMERSTONE	MARINARI	BOWEN
AYES					
ABSTAIN					
NAYS					
ABSENT					

**CERTIFICATION**

**I, JENNIFER WITHAM**, Municipal Clerk of the Township of Plumsted, do hereby certify that the foregoing resolution was duly adopted by the Plumsted Township Committee at a meeting held on the **6<sup>th</sup>** day of **JULY, 2023**.

**JENNIFER WITHAM, RMC, CMR**  
**Municipal Clerk**

**RESOLUTION NO.2023-230**

**RESOLUTION OF THE TOWNSHIP OF PLUMSTED,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
REQUESTING THE OCEAN COUNTY ENGINEER  
APPLY TO THE DEPARTMENT OF TRANSPORTATION  
TO OBTAIN NECESSARY APPROVALS FOR 4 TON  
LIMIT SIGNS ON HORNERSTOWN ROAD**

**WHEREAS**, there has been an increase in truck traffic on Routes 537 and 539; and

**WHEREAS**, due to this increase, trucks are traveling on Hornerstown Road, as a shortcut to avoid the traffic light at the intersection of Routes 537 and 539; and

**WHEREAS**, the increased traffic has become a safety concern and is affecting the quality of life for those residents living on Hornerstown Road; and

**WHEREAS**, the Mayor and Township Committee hereby request the Ocean County Engineer to apply to the Department of Transportation to obtain necessary approvals for 4 Ton Limit signs to be placed on Hornerstown Road.

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

1. That the Mayor and Township Committee hereby request the Ocean County Engineer to apply to the Department of Transportation to obtain necessary approvals for 4 Ton Limit signs to be placed on Hornerstown Road.
2. That a certified copy of this resolution shall be forwarded to the Ocean County Engineer and Department of Transportation.

NAME	CUOZZO	GRILLETTO	HAMMERSTONE	MARINARI	BOWEN
AYES					
ABSTAIN					
NAYS					
ABSENT					

**CERTIFICATION**

**I, JENNIFER WITHAM**, Municipal Clerk of the Township of Plumsted, do hereby certify that the foregoing resolution was duly adopted by the Plumsted Township Committee at a meeting held on the **6<sup>th</sup>** day of **JULY, 2023**.

\_\_\_\_\_  
**JENNIFER WITHAM, RMC, CMR**  
**Municipal Clerk**

**RESOLUTION NO. 2023-231**

**RESOLUTION OF THE TOWNSHIP OF PLUMSTED,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING THE REFUND OF UNUSED  
ESCROWS TO YUEN KIN CHEUNG**

**WHEREAS**, in accordance with the Township's request, Yuen Kin Cheung posted escrow funds for Block 19, Lots 22 & 23 on the tax map of the Township of Plumsted; and

**WHEREAS**, Yuen Kin Cheung has requested by email to Plumsted Township, as shown on the attached Schedule "A," a refund of unused escrow in the amount of:

**Block 19, Lots 22 & 23 \$1,383.50**

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

1. That the Mayor and Township Committee do hereby authorize the refund of escrow fees in an amount not to exceed \$1,383.50 in accordance with Schedule "A," attached hereto and made a part hereof.
2. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following is the line item appropriation which constitutes the availability of funds for this refund:

**RESERVE FOR LAND USE BOARD ESCROWS  
T15-56-850-805  
Amount Not to Exceed \$1,383.50**

3. That a certified copy of this resolution be forwarded to the Chief Financial Officer and Yuen Kin Cheung.

NAME	CUOZZO	GRILLETTO	HAMMERSTONE	MARINARI	BOWEN
AYES					
ABSTAIN					
NAYS					
ABSENT					

**CERTIFICATION**

**I, JENNIFER WITHAM**, Municipal Clerk of the Township of Plumsted, do hereby certify that the foregoing resolution was duly adopted by the Plumsted Township Committee at a meeting held on the 6<sup>th</sup> day of **JULY, 2023**.

\_\_\_\_\_  
**JENNIFER WITHAM, RMC, CMR**  
**Municipal Clerk**



Resolution No. 2023-231  
Schedule 'A'

**Sharon Gower - CFO**

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**From:** jason CHEUNG <samcheung2@msn.com>  
**Sent:** Wednesday, May 24, 2023 10:59 AM  
**To:** Sharon Gower - CFO  
**Subject:** Escrow accounts

Hi,  
This is Yuen kin cheung owner of 65 Main Street and 67 Main Street, New Egypt, NJ.

67 Main Street ( BL 19 , Lot 23) project was canceled. Please refund the escrow account money , please use part of it to pay for 65 Main Street ( BL 19, Lot 22) informal review fee .

Thank you

Yuen Kin Cheung  
67 Main Street  
New Egypt NJ 08533  
609-903-2119

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**Yuen Kin Cheung**  
**67 Main St, New Egypt, NJ 08533**  
**REVIEW**  
**B19-L23**

		INVOICE	DEPOSIT	ATTORNEY	ENGINEER	BALANCE
<b>1/14/2010</b>	<b>DEPOSIT</b>		<b>\$ 3,000.00</b>			<b>\$ 3,000.00</b>
1/28/2010	EE&L	41758			\$ 65.00	\$ 2,935.00
2/24/2010	EE&L	41823			\$ 1,176.50	\$ 1,758.50
2/25/2010	Dasti	9853		\$ 144.00		\$ 1,614.50
3/3/2010	Dasti	10057		\$ 32.00		\$ 1,582.50
<b>7/29/2010</b>	<b>Dasti</b>	<b>11921</b>				<b>\$ 1,582.50</b>
8/2/2010	EE&L	42458			\$ 786.50	\$ 796.00
8/30/2010	EE&L	42656			\$ 1,007.50	\$ (211.50)
9/29/2010	EE&L	42756			\$ 4,199.00	\$ (4,410.50)
<b>10/4/2010</b>	<b>DEPOSIT</b>		<b>\$ 6,000.00</b>			<b>\$ 1,589.50</b>
10/5/2010	Dasti	12742		\$ 448.00		\$ 1,141.50
10/26/2010	EE&L	42824			\$ 273.00	\$ 868.50
11/23/2010	EE&L	42963			\$ 4,257.50	\$ (3,389.00)
<b>12/7/2010</b>	<b>DEPOSIT</b>		<b>\$ 6,000.00</b>			<b>\$ 2,611.00</b>
1/1/2011	Dasti	11921		\$ 304.00		\$ 2,307.00
1/26/2011	Dasti	13542		\$ 816.00		\$ 1,491.00
1/26/2011	EE&L	43082			\$ 97.50	\$ 1,393.50
3/3/2011	EE&L	43196			\$ 1,287.00	\$ 106.50
<b>4/9/2011</b>	<b>DEPOSIT</b>		<b>\$ 4,000.00</b>			<b>\$ 4,106.50</b>
5/4/2011	Dasti	14538		\$ 32.00		\$ 4,074.50
5/4/2011	EE&L	43375			\$ 934.50	\$ 3,140.00
5/4/2011	EE&L	43482			\$ 59.75	\$ 3,080.25
5/25/2011	EE&L	43549			\$ 1,183.25	\$ 1,897.00
7/6/2011	EE&L	43635			\$ 264.00	\$ 1,633.00
7/8/2011	Dasti	15456		\$ 64.00		<b>\$ 1,569.00</b>
<b>5/24/2023</b>	<b>Transfer to bl 19 lt 22</b>		<b>\$ (285.50)</b>			<b>\$ 1,283.50</b>

Yuen Kin Cheung  
67 Main St, New Egypt, NJ 08533  
MISC DEPOSITS  
B19-L23

INVOICE DEPOSIT

1/21/2010	Application Fee	\$ 600.00
10/4/2010	Application Fee	\$ 1,000.00
1/21/2010	Education Fee	\$ 50.00
10/4/2010	Recreation Contribution	\$ 1,500.00
10/4/2010	Tax Map	\$100.00

## **RESOLUTION NO. 2023-232**

RESOLUTION OF THE TOWNSHIP OF PLUMSTED,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
REAFFIRMING AND REVISING THE POLICY UNDER RESOLUTION  
NO. 2020-255 TO AFFIRM THE TOWNSHIP OF PLUMSTED'S  
CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS,  
APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES,  
VOLUNTEERS, INDEPENDENT CONTRACTORS, AND MEMBERS  
OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL  
EMPLOYEES, OFFICIALS AND VOLUNTEERS

WHEREAS, on August 5, 2020, the Township of Plumsted adopted Resolution No. 2020-255 to Affirm the Township of Plumsted's Civil Rights Policy with Respect to All Officials, Appointees, Employees, Prospective Employees, Volunteers, Independent Contractors and Members of the Public that Come Into Contact with Municipal Employees, Officials and Volunteers; and

WHEREAS, it is the desire of the governing body of the Township of Plumsted to reaffirm this policy and update certain terms of the policy; and

**WHEREAS**, it is the policy of the Township of Plumsted to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act, and

**WHEREAS**, the governing body of the Township of Plumsted has determined that certain procedures need to be established to accomplish this policy.

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

**Section 1:** No official, employee, appointee or volunteer of the Township by whatever title known, or any entity that is in any way a part of the Township shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the Township's business or using the facilities or property of the Township.

**Section 2:** The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the Township to provide services that otherwise could be performed by the Township.

**Section 3:** Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

**Section 4:** Written procedures have been established for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution as seen

in the attached Schedule 'A'. Included in those procedures are alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

**Section 5:** No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

**Section 6:** Written procedures have been established that require all officials, employees, appointees and volunteers of the Township as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution, as seen in the attached Schedule 'A'.

**Section 7:** The Business Administrator shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

**Section 8:** The governing body shall consider expressing its unequivocal commitment to the terms of this resolution annually. The reaffirmation shall also be posted on the Township's website.

**Section 9:** This resolution shall take effect immediately.

**Section 10:** A copy of this resolution shall be forwarded to the governing body, township committees/boards, employees and volunteers to be made aware of this policy and the Township's commitment to the implementation and enforcement of this policy.

NAME	CUOZZO	GRILLETTO	HAMMERSTONE	MARINARI	BOWEN
AYES					
ABSTAIN					
NAYS					
ABSENT					

### **CERTIFICATION**

**I, JENNIFER WITHAM**, Municipal Clerk of the Township of Plumsted, do hereby certify that the foregoing resolution was duly adopted by the Plumsted Township Committee at a meeting held on the **6<sup>th</sup>** day of **JULY, 2023**.

---

**JENNIFER WITHAM, RMC, CMR**  
**Municipal Clerk**



## **General Complaint Procedure**

Any individual who observes alleged wrongdoing on the part of officials, employees, or volunteers associated with the Township may report such action using this procedure. This includes any action the individual believes to constitute harassment, sexual harassment, or any other wrongdoing. Employees of the Township shall follow the Employee Complaint Procedure. All other individuals including volunteers and members of the public may report the alleged wrongdoing to the head of the applicable department or volunteer organization, or, if they prefer, or do not think that the matter can be discussed with the head of the applicable department or organization, they should contact the Business Administrator, the Municipal Clerk or the Township Attorney.

Reporting of such incidents is encouraged both when an individual feels that he or she is subject to such incidents, or observes such incidents in reference to other individuals. The report or complaint should be in writing, but individuals may make a verbal complaint at their discretion. If an individual has any questions about what constitutes harassment, sexual harassment, or any other workplace wrongdoing, they may ask their supervisor or one of the individuals listed above. All reports of harassment, sexual harassment, or other wrongdoing will be promptly investigated by a person who is not alleged to be involved in the alleged harassment or wrongdoing.

No individual will be penalized in any way for reporting a complaint. There will be no discrimination or retaliation against any individual who files a good-faith harassment complaint, even if the investigation produces insufficient evidence to support the complaint, and even if the charges cannot be proven. There will be no discrimination or retaliation against any other individual who participates in the investigation of a complaint.

If the investigation substantiates the complaint, appropriate corrective and/or disciplinary action will be swiftly pursued. Disciplinary action up to and including discharge will also be taken against individuals who make false or frivolous accusations, such as those made maliciously or recklessly. Actions taken internally to investigate and resolve harassment complaints will be conducted confidentially to the extent practicable and appropriate in order to protect the privacy of persons involved. Any investigation may include interviews with the parties involved in the incident, and if necessary, with individuals who may have observed the incident or conduct or who have other relevant knowledge. The complaining individual will be notified of a decision at the conclusion of the investigation within a reasonable time from the date of the report an incident.



**Township of Plumsted**  
**General Complaint Form**  
121 Evergreen Rd  
Plumsted, New Jersey 08533

Please print. Attach additional sheets if necessary to fully complete all questions.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Individual who is being accused? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Time period covered by this complaint: \_\_\_\_\_

Describe the nature and dates of the alleged acts committed \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Identify all persons with knowledge of the alleged conduct: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Are there any documents or other evidence that supports the occurrences described above?

☐ Yes ☐ No

Has this been reported before, if so to whom and what action was taken?: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you missed any time from work or incurred any un-reimbursed medical expenses as a result of the alleged acts? ☐ Yes ☐ No

If yes, please provide details: \_\_\_\_\_

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Are you afraid that someone may retaliate against you because you filed this complaint? ☐ Yes ☐ No

If so, please identify the person(s) and indicate the reasons why you feel the person(s) may retaliate against you:

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What is your requested remedy for this complaint? \_\_\_\_\_

---

---

**ACKNOWLEDGEMENT:**

The information provided above is true and correct to the best of my knowledge.

---

**Signature**

---

**Date**

To investigate your complaint, it will be necessary to interview you, the accused party and any witnesses with knowledge of the allegations or defenses. All persons involved in the investigation will be notified that (1) the complaint is confidential, (2) that any unauthorized disclosures of information concerning the investigation or retaliation could result in disciplinary action up to and including discharge.

I am willing to cooperate fully in the investigation of my complaint and to provide whatever evidence is deemed relevant.

---

**Signature**

---

**Date**



## **The Rights and Duties of a Volunteer in Local Government**

Are all volunteers required to attend? Any volunteer in what is considered as a managerial or supervisory position must review the video. The law also requires that the training be “made available” to all other volunteers. However, the organization has the option of making the training mandatory. Attendance shall be documented by way of notifying the Business Administrator of their participation.

### **Section One: Introduction and Watch video, “The Rights and Responsibilities of a Volunteer in Local Government”**

Under the law, volunteers in organizations that are a part of or are supported by the municipality have many of the same rights and responsibilities as governmental employees. Federal and State law(s) cover such important areas as discrimination, safety, violence, and harassment. To protect you, the municipality has a “no tolerance” policy towards these violations of basic civil rights and expects all individuals associated with the community to conduct themselves consistent with this policy. The video discuss what this means.

The program consists of a twelve-minute video that explains your rights and obligations under the “no tolerance” policy. The video states clearly what types of conduct are unacceptable when interacting with fellow employees. As many of the unacceptable behaviors are also against the law, compliance is essential both for your own protection and to ensure that others not subjected to conduct that might create a hostile environment.

### **Section Two: Q&A**

Questions that pertain to a particular individual should be directed to the Business Administrator. If the question involves a legal issue, it will be forwarded to the General Counsel or the Employment Attorney/Advisor who will get back to you.\*

**RESOLUTION NO. 2023-233**

**RESOLUTION OF THE TOWNSHIP OF PLUMSTED,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
APPROVING AN AGREEMENT WITH JCP&L  
FOR THE USE OF UTILITY POLES WITHIN THE  
TOWNSHIP OF PLUMSTED FOR THE  
PURPOSE OF DISPLAYING HOLIDAY DECORATIONS**

**WHEREAS**, JCP&L has requested an agreement with Township of Plumsted to display Holiday Decorations on certain utility poles located within the Township of Plumsted; and

**WHEREAS**, the Mayor and Township Committee for the Township of Plumsted desires to enter into an agreement with JCP&L for the display of Holiday Decorations on certain utility poles within the Township conditioned upon obtaining approval from the Joint Insurance Fund.

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

- 1.** That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement with JCP&L concerning the display of Holiday Decorations on certain utility poles within the Township of Plumsted conditioned upon approval from the Joint Insurance Fund.
- 2.** That a certified copy of this resolution be forwarded to the Joint Insurance Fund and JCP&L.

NAME	CUOZZO	GRILLETTO	HAMMERSTONE	MARINARI	BOWEN
AYES					
ABSTAIN					
NAYS					
ABSENT					

**CERTIFICATION**

**I, JENNIFER WITHAM**, Municipal Clerk of the Township of Plumsted, do hereby certify that the foregoing resolution was duly adopted by the Plumsted Township Committee at a meeting held on the **6<sup>th</sup>** day of **JULY, 2023**.

\_\_\_\_\_  
**JENNIFER WITHAM, RMC, CMR**  
**Municipal Clerk**

**RESOLUTION NO. 2023-234**

**RESOLUTION OF THE TOWNSHIP OF PLUMSTED,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING A REPAIR TO THE SCHOOL FLASHER ON  
NORTH MAIN STREET BY OCEAN COUNTY ENGINEERING**

**WHEREAS**, the school flasher for Dr. Gerald H. Woehr Elementary School on North Main Street was struck by a vehicle in a car accident on March 16, 2023; and

**WHEREAS**, a property claim was made through the Ocean County JIF; and

**WHEREAS**, the Ocean County JIF is pursuing subrogation against the driver's insurance company; and

**WHEREAS**, there is a need to repair the school flasher before the school year begins; and

**WHEREAS**, the Ocean County Engineering Department has provided an estimate for the repair in the amount of \$3,317.76 as seen in the attached Schedule 'A'; and

**WHEREAS**, it is the desire of the Mayor and Township Committee to authorize the repair by the Ocean County Engineering Department.

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

- 1.** That the Mayor and Township Committee do hereby authorize the Ocean County Engineering Department to repair the school flasher on North Main Street.
- 2.** That a certified copy of this resolution be forwarded to the Chief Financial Officer and the Ocean County Engineering Department.

NAME	CUOZZO	GRILLETTO	HAMMERSTONE	MARINARI	BOWEN
AYES					
ABSTAIN					
NAYS					
ABSENT					

**CERTIFICATION**

**I, JENNIFER WITHAM**, Municipal Clerk of the Township of Plumsted, do hereby certify that the foregoing resolution was duly adopted by the Plumsted Township Committee at a meeting held on the 6<sup>th</sup> day of **JULY, 2023**.

\_\_\_\_\_  
**JENNIFER WITHAM, RMC, CMR**  
**Municipal Clerk**

## Cost Factor

SCHEDULE "C" Estimate			
<b>Intersection:</b>	North Main Street - Dr Gerald H Woehr Elementary School (School Flasher)	<b>Date:</b>	4/25/2023
<b>Township/Boro:</b>	Plumsted Township	<b>Payroll:</b>	
<b>Time:</b>			
<b>MANPOWER</b>			
<b># OF HOURS</b>	<b>EMPLOYEE</b>	<b>RATE</b>	<b>TOTAL</b>
6:00	Traffic Signal Tech 1	\$24.81	\$148.86
6:00	Traffic Maint Worker	\$20.27	\$121.62
6:00	Laborer	\$19.43	\$116.58
		<b>TOTAL</b>	<b>\$387.06</b>
<b>EQUIPMENT</b>			
<b>#OF HOURS</b>	<b>TRUCK #</b>	<b>RATE</b>	<b>TOTAL</b>
6:00	Large Bucket Truck	\$45.00	\$270.00
6:00	Truck Mounted Attenuator	\$90.00	\$540.00
		<b>TOTAL</b>	<b>\$810.00</b>
<b>MATERIALS</b>			
<b>QUANTITY</b>	<b>DESCRIPTION</b>	<b>UNIT PRICE</b>	<b>TOTAL</b>
1	Flasher Cabinet with Timeclock	\$1,775.20	\$1,775.20
1	200 AMP Lever Bypass Meter Pan w/Closure	\$180.00	\$180.00
1	70 Amp Surface Mount disconnect	\$72.00	\$72.00
1	30 AMP Circuit Breaker	\$20.00	\$20.00
1	16' Aluminum Ped Pole	\$710.00	\$710.00
1	3/4" L Boxes	\$5.73	\$5.73
20	14/5 Conductor signal cable (per ft.)	\$1.05	\$21.00
1	12" Poly Signal Head	\$265.00	\$265.00
1	4 1/2" 4-Way Slipfitter	\$74.81	\$74.81
1	Misc. Hardware/Supplies	\$100.00	\$100.00
1	School Speed When Flashing Sign 24" x 48"	\$64.22	\$64.22
20	1 1/2" PVC (per ft.)	\$1.49	\$29.80
		<b>TOTAL</b>	<b>\$3,317.76</b>



**RESOLUTION NO. 2023-235**

**RESOLUTION OF THE TOWNSHIP OF PLUMSTED  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING AN AGREEMENT WITH ARCHIVESOCIAL  
FOR SOCIAL MEDIA ARCHIVING**

**WHEREAS**, the Township of Plumsted is in need of archiving social media as public records due to the New Jersey Open Public Records Act (OPRA); and

**WHEREAS**, ArchiveSocial is a social media archiving service; and

**WHEREAS**, it is the desire of the Mayor and Township Committee to authorize an agreement with ArchiveSocial from July 10, 2023 through December 31, 2023; and

**WHEREAS**, the Plumsted Fire District has expressed a need for the same services; and

**WHEREAS**, a shared services agreement will be considered to share the cost of these services.

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

1. That the Mayor and Township Committee of the Township of Plumsted do hereby authorize an agreement to ArchiveSocial for social media archiving in an amount not to exceed \$1,396.00 for services July 10, 2023 through December 31, 2023.
2. The funds which are available for this contract are found in the following line item appropriations:

**ADMINISTRATION CLERK O&E: WEBSITE SERVICES**

**3-01-20-120-273**

**Amount Not to Exceed \$1,396.00**

3. The Plumsted Fire District has expressed an interest in these services so a shared services agreement is being considered to share the cost of archiving.

4. That a certified copy of this resolution shall be forwarded to the Chief Financial Officer and ArchiveSocial.

NAME	CUOZZO	GRILLETTO	HAMMERSTONE	MARINARI	BOWEN
AYES					
ABSTAIN					
NAYS					
ABSENT					

**CERTIFICATION**

**I, JENNIFER WITHAM**, Municipal Clerk of the Township of Plumsted, do hereby certify that the foregoing resolution was duly adopted by the Plumsted Township Committee at a meeting held on the **6<sup>th</sup>** day of **JULY, 2023**.

---

**JENNIFER WITHAM, RMC, CMR**  
**Municipal Clerk**



# QUOTE

ArchiveSocial, LLC  
P.O. Box 737311  
Dallas TX 75373-7311  
United States

#5840  
06/30/2023

**Bill To**

**Plumsted Township, NJ**

Plumsted Township, NJ  
NJ 08533  
United States

**Ship To**

Plumsted Township, NJ  
NJ 08533  
United States

**TOTAL (USD)**

**\$1,396.00**

**Quote Expires:**

Item	Options	Amount
<b>Economy - 1.6KR - 12A - \$349</b> Social Media Archiving Subscription (\$349/month) - Up to 12 Accounts & Up To 1.6k Records Per Month Service Dates: 7/1/23-12/31/23		\$2,094.00
<b>Provisioning Fee</b> One time provisioning fee		\$500.00
<b>Credit</b> Provisioning fee credit		(\$500.00)
<b>Credit</b> Credit applied for 2 months of service		(\$698.00)

<b>Subtotal (USD)</b>	\$1,396.00
<b>Other Credits (USD)</b>	
<b>Tax Total (USD)</b>	\$0.00
<b>Total (USD)</b>	\$1,396.00

## **RESOLUTION NO. 2023-236**

### **RESOLUTION OF THE TOWNSHIP OF PLUMSTED, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE RELEASE OF A PERFORMANCE GUARANTEE POSTED BY CREAM RIDGE DG, LLC FOR THE CONSTRUCTION OF A DOLLAR GENERAL STORE AT 308 EAST MILLSTREAM ROAD/539 PINEHURST ROAD ALSO KNOWN AS BLOCK 58, LOT 2, ON THE TAX MAP OF THE TOWNSHIP OF PLUMSTED UPON THE POSTING OF A TWO YEAR MAINTENANCE GUARANTEE**

**WHEREAS**, the Township required the posting of a performance bond by Cream Ridge DG, LLC ("Cream Ridge DG") for the installation of certain site improvements in regard to approvals given for the construction of a Dollar General Store at 308 East Millstream Road/539 Pinehurst Road, also known as Block 58, Lot 2, on the Tax Map of the Township of Plumsted; and

**WHEREAS**, Cream Ridge DG posted Performance Surety Bond No. SUR2002687 in the amount of \$62,170.20 issued by Frankenmuth Mutual Insurance Company on November 5, 2021, and a Cash Guarantee in the amount of \$6,907.80 for said project; and

**WHEREAS**, Environmental Resolutions, Inc. ("ERI") received a written request from Cream Ridge DG, LLC for release of the performance and payment guarantee; and

**WHEREAS**, ERI inspected the site and determined that all bonded improvements have been completed; and

**WHEREAS**, ERI has recommended the release of the performance guarantee posted by Cream Ridge DG, LLC, for the installation of certain site improvements in regard to approvals given for the construction of a Dollar General Store at 308 East Millstream Road/539 Pinehurst Road, also known as Block 58, Lot 2, on the Tax Map of the Township of Plumsted, conditioned up the posting of a two (2) year Maintenance Guarantee in the amount of \$69,328.13, in a form acceptable to the Township Attorney, payment of all outstanding charges against escrow accounts and the posting of an inspection escrow (5% of Maintenance Bond amount) in the amount of \$3,466.41 to cover professional services during the maintenance period, as set forth in the attached Schedule "A."

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

1. That the Mayor and the Township Committee do hereby authorize the release of the Performance Surety Bond posted by Cream Ridge DG, LLC, for the installation of certain site improvements in regard to approvals given for the construction of a Dollar General Store at 308 East Millstream Road/539 Pinehurst Road, also known as Block 58, Lot 2, on the Tax Map of the Township of Plumsted, conditioned up the posting of a two (2) year Maintenance Guarantee in the amount of \$69,328.13, in a form acceptable

to the Township Attorney, payment of all outstanding charges again escrow accounts and the posting of an inspection escrow (5% of Maintenance Bond amount) in the amount of \$3,466.41 to cover professional services during the maintenance period, as set forth in the attached Schedule "A."

2. That a certified copy of this resolution shall be forwarded to Sharon Gower, Chief Financial Officer, Joseph R. Hirsh, P.E., of Environmental Resolutions, Inc., and Cream Ridge DG, LLC.

NAME	CUOZZO	GRILLETTO	HAMMERSTONE	MARINARI	BOWEN
AYES					
ABSTAIN					
NAYS					
ABSENT					

#### **CERTIFICATION**

**I, JENNIFER WITHAM**, Municipal Clerk of the Township of Plumsted, do hereby certify that the foregoing resolution was duly adopted by the Plumsted Township Committee at a meeting held on the **6th** day of **JULY, 2023**.

---

**JENNIFER WITHAM, RMC, CMR**  
**Municipal Clerk**



Christopher J. Noll, PE, CME, PP  
*President & CEO*

William H. Kirchner, PE, CME, N-2  
*Vice President*

Rakesh R. Darji, PE, PP, CME, CFM  
*Vice President/Treasurer*

Benjamin R. Weller, PE, CME, CPWM, S-3, C-3  
*Secretary*



Joseph P. Orsino, Jr. CET, *Vice President*  
Harry R. Fox, NICET III  
G. Jeffrey Hanson, PE, CME  
Joseph R. Hirsh, PE, CME, CPWM  
C. Jeremy Noll, PE, CME, CPWM  
Marc H. Selover, LSRP, PG

June 30, 2023  
42507 00

**Re: Performance Bond Release**  
Dollar General – Cream Ridge DG, LLC  
Block 58, Lot 2  
308 East Millstream Road/ 539 Pinehurst Road  
Cream Ridge, NJ 08514

**SENT VIA EMAIL**

Ms. Jennifer Witham, RMC, CMR  
Municipal Clerk/Business Administrator  
Plumsted Township  
121 Evergreen Road  
New Egypt, NJ 08533

## **RESOLUTION 2023-236 SCHEDULE "A"**

Dear Ms. Witham:

At this time, improvements on above-referenced site have now been completed in substantial compliance with the Township Ordinance Requirements and the approvals granted. The Performance Guarantee, in the total amount of \$69,078.00 can be released by favorable action of the Committee at an upcoming meeting.

This release should be conditioned upon posting a two-year Maintenance Guarantee in the amount of 15% of the overall estimated construction cost, or \$69,328.13, in a form acceptable to the Township Attorney, payment of all outstanding charges against escrow accounts and posting of an inspection escrow (5% of Maintenance Bond amount) in the amount of \$3,466.41 to cover professional services during the maintenance period.

If you have any questions, please feel free to let me know.

Sincerely yours,

Joseph R. Hirsh, PE, CME, CPWM  
Township Engineer

JRH  
Encl.  
42507 00 - 2023-06-30 perf bond release

CREAM RIDGE DOLLAR GENERAL  
BLOCK 58, LOT 2.02  
PLUMSTED TOWNSHIP, OCEAN COUNTY, NEW JERSEY  
PERFORMANCE GUARANTEE RELEASE  
42507 00  
30-Jun-23

ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	CONSTRUCTION COST ESTIMATE
1	Silt Fence	1,560 LF	\$3.50	\$5,460.00
2	Stabilized Construction Entrance	1 LS	\$5,000.00	\$5,000.00
3	Grading	2 AC	\$7,500.00	\$17,250.00
4	HMA 9.5M64 Surface Course, 2" Thick	295 TN	\$110.00	\$32,450.00
5	HMA 19M64 Base Course, 3" Thick	445 TN	\$100.00	\$44,500.00
6	Dense Graded Aggregate, 6" Thick	1,715 SY	\$7.50	\$12,862.50
7	Dense Graded Aggregate, 4" Thick	1,020 SY	\$6.50	\$6,630.00
8	Concrete, 4" Thick	1,020 SY	\$72.00	\$73,440.00
9	Concrete, 6" Thick	90 SY	\$80.00	\$7,200.00
10	Concrete Curb	930 LF	\$35.00	\$32,550.00
11	Accessible Curb Ramp	2 UN	\$3,500.00	\$7,000.00
12	15" HDPE	63 LF	\$60.00	\$3,780.00
13	Outlet Control Structure	1 UN	\$7,500.00	\$7,500.00
14	Flared End Section	1 UN	\$3,000.00	\$3,000.00
15	K5 Sand, Basin Bottom	1,240 SY	\$50.00	\$62,000.00
16	Rip Rap	20 TN	\$60.00	\$1,200.00
17	1" Water Service	175 LF	\$12.00	\$2,100.00
18	Accessible Parking Stall Striping and Signage	2 UN	\$300.00	\$600.00
19	Bollards	4 UN	\$250.00	\$1,000.00
20	Long Life Epoxy, 4" Thick, White	600 LF	\$1.50	\$900.00
21	Long Life Epoxy, 12' Thick, White	440 LF	\$2.50	\$1,100.00
22	Pavement Markings	6 UN	\$250.00	\$1,500.00
23	Crosswalk Striping	1 UN	\$750.00	\$750.00
24	Stop Bar Striping	1 UN	\$250.00	\$250.00
25	Stop Sign	1 UN	\$300.00	\$300.00
26	Trash Enclosure	1 LS	\$5,000.00	\$5,000.00
27	Pole-Mounted Site Lighting	3 UN	\$4,000.00	\$12,000.00
28	Wall-Mounted Site Lighting	7 UN	\$2,500.00	\$17,500.00
29	Shade Tree	4 UN	\$350.00	\$1,400.00
30	Evergreen Tree	43 UN	\$200.00	\$8,600.00
31	Shrub	57 UN	\$75.00	\$4,275.00
32	Topsoil and Seed, 4" Thick	5,020 SY	\$5.00	\$25,100.00
33	Topsoil and Sod, 4" Thick	1,170 SY	\$7.00	\$8,190.00
34	Safety & Stabilization	1 LS	\$5,000.00	\$5,000.00
35	As-Built	1 LS	\$5,000.00	\$5,000.00
<i>Sanitary Sewer</i>				
36	4" Schedule 80 PVC	265 LF	\$20.00	\$5,300.00
37	Sanitary Cleanout	3 UN	\$500.00	\$1,500.00
38	Septic Field	1,650 SF	\$20.00	\$33,000.00

TOTAL ESTIMATED CONSTRUCTION COST: \$462,187.50

TOTAL MAINTENANCE BOND AMOUNT (15% OF CONSTRUCTION COST): \$69,328.13

INSPECTION ESCROW AMOUNT IS 5% OF MAINTENANCE BOND AMOUNT, OR \$500: \$3,466.41

**RESOLUTION NO. 2023-237**

**RESOLUTION OF THE TOWNSHIP OF PLUMSTED,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING A TEMPORARY INCREASE IN HOURS  
FOR ANTHONY CREEN AS GENERAL MAINTENANCE LABORER**

**WHEREAS**, Resolution No. 2022-373 appointed Anthony Creen as part-time general maintenance laborer for the Township of Plumsted; and

**WHEREAS**, due to a vacancy in buildings and grounds, there is a need for additional hours in the department temporarily until an additional employee is appointed; and

**WHEREAS**, the Mayor and Township Committee approve Anthony Creen to temporarily work up to 40 hours per week at the rate of \$16.00 per hour, without benefits, until an additional employee is appointed.

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

1. That the Mayor and Township Committee do hereby authorize Anthony to temporarily increase his hours to up to 40 hours per week as general maintenance laborer.
2. Anthony Creen is approved to work the additional hours at a rate of \$16.00 per hour, without any benefits, in performance of his duties as general maintenance laborer for the Township of Plumsted.
3. That certified copies of this resolution shall be forwarded to the Plumsted Township Finance Office and Anthony Creen.

NAME	CUOZZO	GRILLETTO	HAMMERSTONE	MARINARI	BOWEN
AYES					
ABSTAIN					
NAYS					
ABSENT					

**CERTIFICATION**

**I, JENNIFER WITHAM**, Municipal Clerk of the Township of Plumsted, do hereby certify that the foregoing resolution was duly adopted by the Plumsted Township Committee at a meeting held on the **6<sup>th</sup>** day of **JULY, 2023**.

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**JENNIFER WITHAM, RMC, CMR**  
**Municipal Clerk**