

TO: Mayor and Township Committee

FROM: Maureen Doloughty, RMC  
Holmdel Township Clerk

DATE: July 15, 2010

RE: Agenda Items for Thursday, July 22, 2010

PLEASE NOTE: There will be an Executive Session beginning at 6:30 PM.

Consent Agenda

1. The List of Bills Payable has been forwarded to you for review. The Resolution of Approval is enclosed.
2. The list of Purchases over \$3,500 has been provided to you for review.
3. Pursuant to N.J.S.A. 40A:11-3(c) Governor Christie has exercised his authority to adjust the bid thresholds for awarding contracts. By Resolution adopted August 21, 2008 the Township Committee appointed a Qualified Purchasing Agent (QPA). Contracting units that have appointed QPA's can have their maximum bid threshold increased from \$29,000 to \$36,000. As a result of the change in the bid threshold, the 15% threshold for informal receipt of quotation thresholds, N.J.S.A. 40A:11-6.1(a) also changes. With a bid threshold of \$36,000, the quotation threshold shall be \$5,400.
4. Mr. Broberg has inspected the Juniper Woods site and the inspection did not reveal any deficiency. Therefore, he recommends that the Maintenance Bond dated September 24, 2008 be allowed to expire and any remaining maintenance engineering fees be released. A Resolution has been prepared.
5. Barbara Hilliard has submitted the Grant Application for the Holmdel Township Municipal Alliance Grant for 2010 in the amount of \$23,533.00
6. Fire Chief Tom Savage has conducted interviews for the two applicants who wish to become members of the Holmdel Fire Company. He is recommending that the Committee approve the applications
7. The Maintenance Bonds for the Sherman/Webber subdivision has been reviewed by the Township Engineer and the Attorney and the recommendation is for the Township Committee to accept the Bonds.

## Introduction of Ordinances

8. In an effort to clarify the separation of the Zoning Office from the Construction Office Chapter X Building and Housing has been amended to be Chapter X – Construction. Denis Pino, the Construction Official, has updated all the fees in accordance with the Uniform Construction Code.

9. The Owner of Holmdel Shopping Center has filed a written consent with the Township of Holmdel that provisions of Subtitle One, Title 39 of the Revised Statutes of New Jersey be made applicable to the semi-public roads, streets, driveways and parking lots at the Holmdel Shopping Center located in the Township of Holmdel, County of Monmouth, and the following Regulations shall be enforceable.

10. The President of the Village Grande Homeowners Association has requested that the Township amend the Ordinance as it relates to the permanent residency for children under 19 years of age. As it reads now, children under the age of 19 are prohibited from residing in the development for more than 7 consecutive days or 30 days in a consecutive year. The Village Grande Board has adopted a resolution defining permanent residency for children under age 19 as more than 90 consecutive days in any one year. An amendment has been prepared for your review.

## Hearings on Ordinances

11. Ordinance 2010-18 is intended to insure continued adherence to an approved site plan and includes updated list of fees for various Zoning Permits.

12. Ordinance 2010-20 was not properly published and, therefore, will have to be carried until the Meeting of August 19, 2010.

13. Mr. Annecharico has prepared an Ordinance which will update the fee structure for the Sewer Service within the Township.

14. Mr. Davison has submitted Ordinance 2010-22 which creates Section 30-158, Riparian Zone Ordinance. This is required by NJDEP and has been sent to the Environmental Commission.

## Minutes

15. The Minutes have been forwarded to you for review.

## Trailer Application

16. Vericon Construction Company has applied for a Trailer Permit to be located on 670 Laurel Avenue. This construction trailer relates to the construction of TD Bank. The Code Enforcement Officer has reviewed the application and suggests the Committee approve the request.

## Administrator

17. A request has been made to allow a fireworks display on a portion of the DePalma Farm on Saturday, August 7, 2010. The display will be part of a wedding celebration and will last approximately 15 minutes and will be performed by a licensed Fireworks Company. Written approval has been received from the DePalma family.

## Engineer

18. There is an older diesel generator located at Town Hall that is approaching its useful life and has certain issues relating to fumes and exhaust. A construction contract was awarded to Manor II Electric for the installation of the new generator. The new generator will be located away from the building and will have an anticipated life of more than 20 years and there will be no issue associated with the fumes. Mr. Broberg is recommending the Governing Body consider authorizing construction phase services for the installation of the new generator at Town Hall.

19. The residents of 61 Centerville Road purchased the premises in March 2010. As part of the purchase process a survey was done on the property which revealed that part of the garage and part of the driveway encroaches into the Conservation Easement. The residents were referred to the Administration office after making application to the Zoning Officer for relief from the encroachment. Mr. Kraus, the Environmental Officer, and the Township Engineer met with the Suns, reviewed the property in question, and they recommend an exchange or swap of a portion of the conservation easement to eliminate the existing encroachment.

20. New Jersey Department of Transportation provides yearly grants for improvement of important roads at the local level. Generally, these roads should be collector type roadways that serve a larger portion of the population. Typically, small interior subdivision roads are not funded under this program. The Holmdel side of Bethany Road between Line Road and the Garden State Parkway Bridge has not been resurfaced in more than 30 years and is showing signs of moderate to severe pavement deterioration, including potholes and larger areas of pavement failure. In this area, Bethany Road is the dividing line between Hazlet Township and Holmdel Township. Hazlet Township is making the same application for its side of the roadway. If this application is approved, it will be Mr. Broberg's recommendation that an inter-local agreement be executed between Hazlet and Holmdel to provide for both the design and the construction of this section of roadway.

21. Mr. Broberg has prepared a report outlining his recommendations for the 2010 Capital Improvement Program. He will give a short presentation at the meeting.

## Business from the Committee

22. Last year the Township Committee established a “Cool Cities” Committee. This year, the Township Committee authorized the establishment of a “Green Team” consisting of Holmdel residents from the “Cool Cities” Committee, representatives from the various Township Boards, Commissions, and Committees; a staff representative; and a Township Committee representative. The names of the representatives have been submitted to the Town Clerk and should be approved.

As always, if you have questions or cannot attend the meeting, please call me at 732-946-2820.