RESOLUTION 2023-155

CONFIRMING HIRING
COLTS NECK TOWNSHIP
FACILITY MAINTENANCE WORKER
MATTHEW TAMARO

WHEREAS, the Township wishes to hire Matthew Tamaro, as Facility Maintenance Worker for the Department of Public Works; and

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

NOW THEREFORE, BE IT RESOLVED by the Township Committee of Colts Neck Township in the County of Monmouth, State of New Jersey, that it hereby confirms the hiring of Matthew Tamaro, as Facility Maintenance Worker for Colts Neck Township at $63,000, November 6, 2023; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the following:

1. Matthew Tamaro;
2. Lou Bader, Public Works Director;
3. Kathleen Capristo, Township Administrator; and
4. John Antonides, Chief Financial Officer.

I, Trina Lindsey, do hereby certify the foregoing to be a true and accurate copy of a resolution passed by the Township Committee of Colts Neck Township during a regular meeting held on the 25th day of October 2023.

_____
Trina Lindsey, Municipal Clerk

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Mayor Fitzpatrick					
Deputy Mayor Rizzuto					
Torchia Buss					
Viola					
Bartolomeo					
M - Moved S - Seconded X - indicates vote	NV - Not Voting		Ab - Absent		

RESOLUTION 2023-156

RESOLUTION ADOPTING THE COLTS NECK TOWNSHIP PERSONNEL POLICIES AND PROCEDURES MANUAL, EMPLOYEE HANDBOOK, AND VOLUNTEER HANDBOOK

WHEREAS, the Township's membership in the Mid Jersey Municipal Joint Insurance Fund requires an updated personnel policies and procedures manual ("Manual") and accompanying employee and volunteer handbooks ("Handbooks") every two years; and

WHEREAS, the Township Administrator in consultation with the Township's Labor Counsel have recommended certain revisions to the Manual and Handbooks and these revisions have been reviewed by the Township's Personnel Committee.

NOW, THEREBY, BE IT RESOLVED by the Township Committee that the Personnel Policies and Procedures Manual, Employee Handbook, and Volunteer Handbook attached hereto, are hereby adopted.

BE IT FURTHER RESOLVED that these personnel policies and procedures shall apply to all Township officials, appointees, employees, volunteers, and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, employee agreement or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail.

BE IT FURTHER RESOLVED that the Manual and Handbooks are intended to provide guidelines covering public service by Township employees and volunteers and are not intended to be contracts. The provisions of the Manual and Handbooks may be amended and supplemented from time to time without notice and at the sole discretion of the Township Committee.

BE IT FURTHER RESOLVED that to the maximum extent permitted by law, employment practices for the Township shall operate under the legal doctrine known as "employment at will."

BE IT FURTHER RESOLVED that the Township Administrator and all managerial/supervisory personnel are responsible for these employment practices. The Township Administrator with the assistance of the Township's Labor Attorney shall assist in the implementation of the policies and procedures in the Manual and Handbooks.

I, Trina Lindsey, do hereby certify the foregoing to be a true and accurate copy of a Resolution passed by the Township Committee of Colts Neck Township during a regular meeting held on the 25th day of October 2023

_____
Trina Lindsey, Municipal Clerk

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Mayor Fitzpatrick					
Deputy Mayor Rizzuto					
Torchia Buss					
Viola					
Bartolomeo					
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

RESOLUTION 2023-157

CONFIRMING APPOINTMENTS
TO THE
FARMLAND AND OPEN SPACE COMMITTEE

BE IT RESOLVED by the Township Committee of Colts Neck Township that pursuant to Chapter 26 of the Code of Colts Neck Township that the following appointments are confirmed to the Farmland and Open Space Committee:

JONATHAN FABOZZI	TERM EXPIRES 12/31/25
SCOTT BRITTON – ALTERNATE 1	TERM EXPIRES 12/31/24

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the following:

1. All members so appointed; and
2. Farmland and Open Space Committee.

I, Trina Lindsey, do hereby certify the foregoing to be a true and accurate copy of a Resolution passed by the Township Committee of Colts Neck Township during the regular meeting held on the 25th day of October 2023

_____
Trina Lindsey, Municipal Clerk

RECORD OF VOTE						
	M	S	Yes	No	NV	Ab
Mayor Fitzpatrick						
Deputy Mayor Rizzuto						
Torchia Buss						
Viola						
Bartolomeo						
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent						

RESOLUTION 2023-158

AUTHORIZING REFUND FOR ART SHOW

BE IT RESOLVED by the Township Committee of Colts Neck Township that based on the recommendation of the Township Recreation Director, Thomas Hennessy that it hereby authorizes the following refund due to a cancellation of the program:

- Mary Ellen Griffin - $25.00 Art Show

BE IT FURTHER RESOLVED that a copy of this resolution be provided to:

1. John Antonides, Chief Financial Officer; and
2. Thom Hennessey, Recreation Director

I, Trina Lindsey, do hereby certify the foregoing to be a true and accurate copy of a resolution passed by the Township Committee of the Township of Colts Neck during a regular meeting held on the 25th day of October 2023

Trina Lindsey, Municipal Clerk

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Mayor Fitzpatrick					
Deputy Mayor Rizzuto					
Torchia Buss					
Viola					
Bartolomeo					
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

RESOLUTION 2023-159

AUTHORIZING REFUND OF TAX OVERPAYMENT DUE TO TAX APPEAL

WHEREAS, a Tax Court Judgment has been favorably awarded to the taxpayer(s) shown; and,

WHEREAS, such judgments have resulted in an overpayment of 2021 & 2022 property taxes in the amount of $3,928.27.

NOW, THEREFORE, BE IT RESOLVED that the Finance Officer is hereby authorized to issue a check(s) to the attorney of the taxpayer(s) shown and charge 2021 & 2022 taxes in the total amount of $3,928.27 for said overpayment of property taxes.

BLOCK	LOT	TAXPAYER	YEAR	AMOUNT
31	25.01	400 RT. 34 c/o Zipp & Tannenbaum, LLC 280 Raritan Center Parkway Edison, NJ 08837	2021 & 2022	$3,928.27

1. Applicant, Zipp & Tannenbaum, LLC and
2. John Antonides, Chief Financial Officer.

I, Trina Lindsey, do hereby certify the foregoing to be true and accurate copy of a Resolution passed by the Township Committee of Colts Neck Township during the meeting held on the 25th day of October, 2023.

_____
Trina Lindsey, Municipal Clerk

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Mayor Fitzpatrick					
Deputy Mayor Rizzuto					
Torchia Buss					
Viola					
Bartolomeo					
M - Moved S - Seconded X - indicates vote		NV - Not Voting		Ab - Absent	

RESOLUTION 2023-160

ESTABLISHING 2023 FEES FOR
RECREATION FACILITIES AND PROGRAMS

BE IT RESOLVED by the Township Committee of Colts Neck Township that it hereby establishes 2023 fees for recreation facilities and programs pursuant to the amounts listed on the attached schedules; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the following:

1. Thomas Hennessy, Jr., Director, Recreation and Parks; and
2. John Antonides, Chief Financial Officer.

I, Trina Lindsey, do hereby certify the foregoing to be a true and accurate copy of a Resolution passed by the Township Committee of Colts Neck Township during a regular meeting held on the 25th day of October 2023

Trina Lindsey, Municipal Clerk

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Mayor Fitzpatrick					
Deputy Mayor Rizzuto					
Torchia Buss					
Viola					
Bartolomeo					
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

COLTS NECK TOWNSHIP
RECREATION AND PARKS
PROGRAM FEES
2023

Winter

Program	Fee
Tues. Sculpt Thurs. Barre/Pilates	$10/$8 for Both - $80 + $56 = $136; Tues Only = $80, Thurs. Only = $70; Drop in = $12
Tues. Sculpt Thurs. Sculpt/Mix	$10/$8 for Both - $90 + $64 = $154 Tues Only = $80, Thurs. Only = $90 Drop in = $12
Monday Night Dance Fitness	11 classes @ $10 = $110
Tues. Morning Senior Fitness	12 classes @ $
Wed. Morning Dance Fitness	11 classes @ $10
Fri. Morning Dance Fitness	11 classes @ $10
	*Sign up for Wed. and Fri. $10/$8;

Spring

Program	Fee
Tues. Sculpt Thurs. Sculpt/Mix	$10/$8 for Both - $80 + $64 = $144 – ($10 Credit) = $134 Tues. only = $80, Thurs. Only $80
Monday Night Dance Fitness	10 classes @ $10
Wed. Morning Dance	11 classes @ $10
Fri. Morning Dance	10 classes @ $10
	*Sign up for Wed. and Fri. $10/$8;

Summer

Program	Fee
Tues. Sculpt Thurs. Sculpt	$10/$8 for Both - $60 + $56 = $116 Tues. Only = $60, Thurs. Only $70 Drop in $12

Fall

Program	Fee
Tues. Senior Fitness	Senior Rate - $97.50
Wed. Dance Fitness with Light Toning	16 classes @ $10
Fri. Dance Fitness with Light Toning	15 classes @ $10
	*Sign up for Wed. and Fri. $10/$8;

COLTS NECK TOWNSHIP
RECREATION AND PARKS
FACILITY USAGE FEES
2023

VENUE	TIME PERIOD	COST PER HOUR	TOTAL FEE	NOTES
Baseball/Softball Field	Per Game or practice – Two (2) Hour maximum	$25.00	$50.00	Time on the field beyond the two (2) hour maxim will be charged an additional hour of usage at the hourly rate.
Baseball/Softball Field	Per Double Header – Two Games – Same Teams/Same Day – Four (4) Hour Maximum	25.00	$50.00	Time on the field beyond the four (4) hour maximum will be charged an additional hour of usage at the hourly rate.
Baseball/Softball Field Irrigated	Per Game or practice – Two (2) Hour maximum	$32.00	$64.00	Time on the field beyond the two (2) hour maximum will be charged an additional hour of usage at the hourly rate.
Baseball/Softball Field Irrigated	Per Double Header – Two Games – Same Teams/Same day – Four (4) Hour Maximum	$32.00	$64.00	Time on the field beyond the four (4) hour maximum will be charged an additional hour of usage at the hourly rate.
Soccer Field	Per Game or practice – Two (2) Hour maximum	$25.00	$50.00	Time on the field beyond the two (2) hour maxim will be charged an additional hour of usage at the hourly rate
Soccer Field Irrigated	Per Game or Practice – Two (2) Hour Maximum	$32.00	$64.00	Time on the field beyond the two (2) hour maxim will be charged an additional hour of usage at the hourly rate
Lacrosse Field	Per Game or Practice – Two (2) Hour Maximum	$25.00	$50.00	Time on the field beyond the two (2) hour maxim will be charged an additional hour of usage at the hourly rate
Lacrosse Field Irrigated	Per Game or Practice – Two (2) Hour Maximum	$32.00	$64.00	Time on the field beyond the two (2) hour maxim will be charged an additional hour of usage at the hourly rate

COLTS NECK TOWNSHIP
RECREATION AND PARKS
FACILITY USAGE FEES
2023

VENUE	TIME PERIOD	NUMBER OF GUESTS	COST PER HOUR	TOTAL FEE	NOTES
Community Center	8:00 am until 10:30 pm	150 or 99 if alcohol served		$675.00	Includes a $75 maintenance fee. Includes set up time on the prior day from 4:00 pm to 10:30 pm.
Community Center	Up to five (5) hours.	150 or 99 if alcohol served		$375.00	Includes a $75.00 maintenance fee.
Bucks Mill Park Pavilion – Resident	8:00 am until 10:30 pm	Less than 100		$75.00	
Bucks Mill Park Pavilion – Non-Resident	8:00 am – 10:30 pm	Less than 100		$125.00	
Bucks Mill Park Pavilion – Non-profit Colts Neck Resident Principal Member	8:00 am until 10:30 pm	Less than 100		$75.00	Must present documentation of a Colts Neck resident being a principle member of the group/club.
Bucks Mill Park Pavilion – Non-profit – No Colts Neck Resident Principle Member	8:00 am until 10:30 pm	Less than 100		$125.00	
Bucks Mill Park Pavilion- Resident	8:00 am until 10:30 pm	100 – 199		$125.00	Subject to a $200 refundable security deposit.
Bucks Mill Park Pavilion – Non-resident	8:00 am until 10:30 pm	100 – 199		$225.00	Subject to a $200 refundable security deposit.
Bucks Mill Park Pavilion – Non profit – No Colts Neck Resident Principle Member	8:00 am until 10:30 pm	100 - 199		$125.00	Subject to a $200 refundable security deposit. Must present documentation of a Colts Neck resident being a principle member of the group/club.
Bucks Mill Park Pavilion – Non-profit- No Colts Neck Principle Member	8:00 am until 10:30 pm	100 - 199		$225.00	Subject to a $200 refundable security deposit.

COLTS NECK TOWNSHIP
RECREATION AND PARKS
FACILITY USAGE FEES
2023

VENUE	TIME PERIOD	NUMBER OF GUESTS	COST PER HOUR	TOTAL FEE	NOTES
Bucks Mill Park Pavilion – Resident	8:00 am until 10:30 pm	200 – 500		$275.00	Subject to a $200 refundable security deposit.
Bucks Mill Park Pavilion – Non-Resident	8:00 am until 10:30 pm	200-500		$575	Subject to a $300 refundable security deposit.
Bucks Mill Park Pavilion – Non-Profit – Colts Neck Resident Principle Member	8:00 am until 10:30 pm	200 – 500		$275.00	Subject to a $200 refundable security deposit. Must present documentation of a Colts Neck resident being a principle member of the group/club.
Bucks Mill Park Pavilion – Non-profit – No Colts Neck Resident Principle Member	8:00 am – 10:30 pm	200-500		$575	Subject to a $300 refundable security deposit.
Bucks Mill Park Pavilion – Resident	8:00 am until 10:30 pm	501+		$375.00	Subject to a $200 refundable security deposit.
Bucks Mill Park Pavilion – Non-resident	8:00 am until 10:30 pm	501+		$775.00	Subject to a $400 refundable security deposit
Bucks Mill Park Pavilion – Non-profit- Colts Neck Resident Principle Member	8:00 am until 10:30 pm	501+		$375.00	Subject to a $200 refundable security deposit. Must present documentation of a Colts Neck resident being a principle member of the group/club.
Bucks Mill Park Pavilion – Non-profit No Colts Neck Resident Principle Member	8:00 am until 10:30 pm	501+		$775.00	Subject to a $400 refundable security deposit.
Big Brook Preserve		15 – 29		$25.00	
Big Brook Preserve		30+		$50	
Laird Road Pickleball Court Reservation – Resident				$8/hr.	

COLTS NECK TOWNSHIP
RECREATION AND PARKS
FACILITY USAGE FEES
2023

VENUE	TIME PERIOD	NUMBER OF GUESTS	COST PER HOUR	TOTAL FEE	NOTES
Laird Road Pickleball Court Reservation – Non-Resident				$16/hr.	
Laird Road Tennis Court Reservation – Resident				$12/hr.	
Laird Road Tennis Court Reservation – Non-Resident				$24/hr.	
Laird Road Tennis and Pickleball Annual Membership Resident	Yearly			$10	
Laird Road Tennis and Pickleball Annual Membership Non-Resident	Yearly			$20	

RESOLUTION 2023-161

ESTABLISHING HALLOWEEN CURFEW HOURS

BE IT RESOLVED that a curfew shall hereby be established for all residents and non-residents seventeen years and under within the jurisdiction of Colts Neck Township from the hours of 9:00 p.m. to 5:00 a.m. the following morning, each consecutive night, commencing Friday, October 27, 2023 at 9:00 p.m. until the morning of Wednesday, November 1, 2023 at 5:00 a.m., wherein no resident or non-resident minor shall be entitled to be on the streets, thoroughfares and property in Colts Neck Township, other than the property and dwelling wherein said minor resides or is a bona-fide guest of the owner or lessee thereof unless said minor is in the company of an adult of 21 years or older, or traveling to or from a civic, church or school function or employment.

BE IT FURTHER RESOLVED that any juvenile violating the within resolution shall be taken to the Police Headquarters in Colts Neck Township, at which time a telephone call will be directed to his or her parents and/or guardian requesting them to pick up such minor and return him or her to his or her home.

I, Trina Lindsey, do hereby certify the foregoing to be a true and accurate copy of a Resolution passed by the Township Committee of Colts Neck Township during the regular meeting held on the 25th day of October 2023

_____

Trina Lindsey, Municipal Clerk

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Mayor Fitzpatrick					
Deputy Mayor Rizzuto					
Torchia Buss					
Viola					
Bartolomeo					
M - Moved S - Seconded X - indicates vote		NV - Not Voting		Ab - Absent	