

Carmen Sevilla

From: Hope Ingram-Lewis
Sent: Monday, November 20, 2017 11:34 AM
To: Regina Preteroti
Cc: Carmen Sevilla
Subject: RE: OPRA Request 11-20-17 Michael Newman of Signature Info - Tax Search Export File

This was completed.

Hope Ingram-Lewis
Tax Collector
Township of Manalapan
120 Route 522
Manalapan, NJ 07726
Ph 732-446-8358
Fx 732-446-7998
taxcollector@mtnj.org

From: Regina Preteroti
Sent: Monday, November 20, 2017 9:57 AM
To: Hope Ingram-Lewis
Cc: Carmen Sevilla
Subject: OPRA Request 11-20-17 Michael Newman of Signature Info - Tax Search Export File

Please advise when request is complete.

Regina Preteroti
Municipal Clerk
Manalapan Township
120 Route 522 & Taylors Mills Road
Manalapan, NJ 07726
Tel. No.: 732-446-8314
Email: rpreteroti@mtnj.org
Fax: 732-446-5796

From: Newman, Michael (RIS-HBE) [<mailto:Minewman@signatureinfo.com>]
Sent: Monday, November 20, 2017 7:50 AM
To: Newman, Michael (RIS-HBE)
Subject: 11/20/2017 OPRA REQUEST

Please consider this an official OPRA request on behalf of Signature Information Solutions. I am requesting a copy of the public tax database as kept and maintained by the municipality's tax collector

This "copy" can be accomplished by sending the "tax search export" file to Data Trace/Signature

And thank you for your time and consideration concerning this request.

Michael Newman

Arrived 4:12pm

TOWNSHIP OF MANALAPAN

MUNICIPAL BUILDING
120 ROUTE 522
MANALAPAN, NEW JERSEY 07726
E-MAIL: clerk@mtnj.org
FAX: 732-446-5796

**REQUEST FOR ACCESS TO GOVERNMENT RECORDS
FOR MUNICIPAL USE ONLY**

Date Received: 11-20-17 Date of Response: _____
SEE INSTRUCTIONS ON THE OTHER SIDE

Name: KATHY TIEDTKE
FANNIE MAE C/O PEMCO-LIMITED
Address: 820 BEAR TAVERN RD, WEST TRENTON, NJ 08628

Required E-Mail: KATHY.TIEDTKE@PEMCO-LIMITED.COM

Telephone [Home] (720) 509-3248 Unlisted? Yes _____ No X
Telephone [Work] FAX: (303) 284-8026

Information Requested:(must be specific)

My name is Kathy and I work for Pemco-Limited on behalf of Fannie Mae.

I am tasked to ensure our properties are in compliance with local municipalities regarding registration and code violations. The information I am looking for is as follows:

1) Copies of any open permits.

2) Copies of open code violations attached to the property that could result in a fine/summons and/or prevent the sale of the property.

If there are open invoices, please send copies along with the fee breakdown.

Information on a Specific Property

Address 293 LONGWOOD DR, ENGLISHTOWN, NJ 07726

Block 1438 Lot 1

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- Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be \$0.05 per letter size page or smaller; and \$0.07 per legal size page or larger.

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The term "public records" generally includes those records determined to be public in accordance with N.J.S.A. 47:1A-1. The term does not include employee personnel files, police investigation records, public assistance files or other matters in which there is a right of privacy or confidentiality or inter-agency or intra-agency advisory, consultative, or deliberative material or other material which is specifically exempted by law.

The Applicant hereby acknowledges receipt of a copy of this form with the date on which the information is expected to be available and the estimated cost. The applicant hereby certifies that he or she has not been convicted of any indictable offense under the laws of this State, any other state or the United States and is not seeking government records containing personal information pertaining the victim or the victim's family as provided by N.J.S.A. 47:1A-1 et seq.

This form, when signed by the municipal official shall constitute a receipt for any deposit received.

The information requested will be ready on _____

Estimated Number of Pages _____

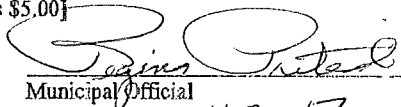
Estimated Cost _____

Deposit

[required where the anticipated cost of reproduction exceeds \$5.00] _____

Applicant _____

Date: _____


Municipal Official

Date: 11-20-17

**TOWNSHIP OF MANALAPAN
GOVERNMENT RECORDS REQUEST RESPONSE**

TO: _____

DATE: _____

The document or documents listed below and requested by you are not being provided because the document or documents are not public records as provided by law, for the following reason:

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Municipal Clerk

Date: _____

ACKNOWLEDGMENT

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Applicant

Date: _____

APPLICANT BROUGHT
DIRECTLY
TO DEPARTMENT.

TOWNSHIP OF MANALAPAN

MUNICIPAL BUILDING
120 ROUTE 522
MANALAPAN, NEW JERSEY 07726
E-MAIL: clerk@mtnj.org
FAX: 732-446-5796

Construction
DATE 11/17/17

REQUEST FOR ACCESS TO GOVERNMENT RECORDS FOR MUNICIPAL USE ONLY

Date Received: 11/17/17 Date of Response: _____
SEE INSTRUCTIONS ON THE OTHER SIDE

Name: Merry Levy

Address: 16 Sandpiper Dr
Manalapan, NJ 07726

Required E-Mail: husband.and.wife.in.nj@gmail.com

Telephone [Home] (732) 786-0913 Unlisted? Yes ☐ No ☐
Telephone [Work] (732) 995-7585

Information Requested:(must be specific)

Were permits ever pulled for the deck - prior to 1999
would like copies of the permits

Information on a Specific Property

Address 16 Sandpiper Dr
Block 1420 Lot 15

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Estimated Number of Pages _____

Estimated Cost _____

Deposit

[required where the anticipated cost of reproduction exceeds \$5.00] _____

Applicant

Date: 11/17/17

Municipal Official

Date: 11-17-17

**TOWNSHIP OF MANALAPAN
GOVERNMENT RECORDS REQUEST RESPONSE**

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DATE: _____

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Municipal Clerk

Date: _____

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Applicant

Date: _____

TOWNSHIP OF MANALAPAN

MUNICIPAL BUILDING
120 ROUTE 522
MANALAPAN, NEW JERSEY 07726
E-MAIL: clerk@mtnj.org
FAX: 732-446-5796

REQUEST FOR ACCESS TO GOVERNMENT RECORDS FOR MUNICIPAL USE ONLY

Date Received: 11/17/17 Date of Response: _____

SEE INSTRUCTIONS ON THE OTHER SIDE

Name: Brittany Smith
construction information systems
Address: 170 Kinnelon Road, suite 1
Kinnelon, NJ 07405

Required E-Mail: Brittanis@cisleads.com

Telephone [Home] (973) 492-0509 Unlisted? Yes ☐ No ☐
Telephone [Work] (800) 462-0544

Information Requested: (must be specific)

A copy of only those pages of the planning Board
applications for (1) Four Seasons @ Manalapan Brook
Highway 33 West, Block 72, Lot 16.01, (2) Skeba Tract
Warehouse Development located on Highway 33,
Block 74, Lot 23.02 That includes the name,
address, and telephone number for the owner or
applicant, engineer, architect, and attorney.

Please also provide the pages of the application
that describes what the applicant is proposing and the

Information on a Specific Property

Address _____

Block _____ Lot _____

Proposed square
footage
of
new
construction

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The information requested will be ready on _____

Estimated Number of Pages _____

Estimated Cost _____

Deposit _____

[required where the anticipated cost of reproduction exceeds \$5.00]

Applicant _____

Date: 11/17/17

Municipal Official _____

Date: _____

TOWNSHIP OF MANALAPAN

MUNICIPAL BUILDING
120 ROUTE 522
MANALAPAN, NEW JERSEY 07726
E-MAIL: clerk@mtnj.org
FAX: 732-446-5796

REQUEST FOR ACCESS TO GOVERNMENT RECORDS FOR MUNICIPAL USE ONLY

Date Received: 11/16/17 Date of Response: _____
SEE INSTRUCTIONS ON THE OTHER SIDE

Name: Alissa Schembry - BUYER

Address: 7 Twilight Ave
Keansburg NJ 07734

Required E-Mail: alissaschembry@gmail.com

Telephone [Home] (732) 391-4829 Unlisted? Yes ☒ No ☐
Telephone [Work] () _____

Information Requested:(must be specific)

COPIES
OF PERMITS ON FILE FOR
11 LAMB LANE

Information on a Specific Property

Address 11 LAMB LANE

Block 7705 Lot 17

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Estimated Cost _____

Deposit

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Applicant

Date: 11/16/17

Deputy

Municipal Official

Date: 11/16/17

**TOWNSHIP OF MANALAPAN
GOVERNMENT RECORDS REQUEST RESPONSE**

TO: _____

DATE: _____

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Municipal Clerk

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Date: _____

TOWNSHIP OF MANALAPAN

MUNICIPAL BUILDING
120 ROUTE 522
MANALAPAN, NEW JERSEY 07726
E-MAIL: clerk@mtnj.org
FAX: 732-446-5796

REQUEST FOR ACCESS TO GOVERNMENT RECORDS FOR MUNICIPAL USE ONLY

Date Received: 11/14/2017 Date of Response: _____
SEE INSTRUCTIONS ON THE OTHER SIDE

Name: Inv Kotkin

Address: 42 Hantack Road

Required E-Mail: A Kotkin @ AOL.com

Telephone [Home] (732) 446-6512 Unlisted? Yes _____ No ☒
Telephone [Work] () _____

Information Requested:(must be specific)

would like floor plans of garage and room above

Information on a Specific Property

Address 42 Hantack Road

Block _____ Lot _____

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Applicant

Date:

11/14/17

Municipal Official

Date:

11-14-17

**TOWNSHIP OF MANALAPAN
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Municipal Clerk

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TOWNSHIP OF MANALAPAN

MUNICIPAL BUILDING
120 ROUTE 522
MANALAPAN, NEW JERSEY 07726
E-MAIL: clerk@mtnj.org
FAX: 732-446-5796

REQUEST FOR ACCESS TO GOVERNMENT RECORDS FOR MUNICIPAL USE ONLY

Date Received: 11-13-17 Date of Response: _____
SEE INSTRUCTIONS ON THE OTHER SIDE

Name: Saleha Fahsal
Smith Emery Geo Services,
Address: 791 East Washington Boulevard,
Los Angeles, CA 90021
seekpermits@gmail.com

Required E-Mail: _____

Telephone [Home] () 312-731-2403 Unlisted? Yes ___ No ___
Telephone [Work] () _____

Information Requested:(must be specific)

OPRA request for records (If any exists from 1900-2017) for the environmental impact information on the following property:
700 Tennent Rd, Englishtown, NJ 07726 **From the following Departments:**

- 1) Building Department --- Building permits (construction, alteration, renovation, CO, etc.)
- 2) Fire Department---HAZMAT/UST Records / hazardous materials inventories and underground storage tank.
- 3) Public Health Dept. and Environmental Department-Industrial Waste records like site remediation, permits, violations, complaints, spills, releases, clean-ups, community right to know information, underground storage tanks, radon, pesticides, asbestos, and other hazardous material generation, treatment, storage and/or disposal.

As part of this Phase 1 assessment, we are requesting that your office perform a records search for seek all identifiable remedial, permitting and enforcement violations and environmental records on the subject property.

(For the purpose of this request environmental records would include all air quality records, hazardous materials records, HAZMAT, underground storage tank, UST, above ground storage tank, AST, "tiered" and/or other environmental permits, enforcement orders, and reporting and correspondence related to site investigation/assessment, soil sampling, monitoring, cleanup/remediation, removal actions, closures, or any records related to conditions in air, soil, surface water, groundwater, or other environmental media.)

Block 10.09 Lot 2.02

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Applicant _____

Date: _____

Municipal Official _____

Date: _____

**TOWNSHIP OF MANALAPAN
GOVERNMENT RECORDS REQUEST RESPONSE**

TO: _____

DATE: _____

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Municipal Clerk

Date: _____

ACKNOWLEDGMENT

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Applicant

Date: _____

FAX COVER SHEET

TO	
COMPANY	
FAXNUMBER	17324465796
FROM	saleha fahsal
DATE	2017-11-10 21:49:40 GMT
RE	REQUEST FOR ACCESS TO GOVERNMENT RECORDS for 700 Tennent Rd, Englishtown, NJ 07726

COVER MESSAGE

To:

TOWNSHIP OF MANALAPAN MUNICIPAL BUILDING 120 ROUTE 522
MANALAPAN, NEW JERSEY 07726 E-MAIL: clerk@mtnj.org FAX: 732-446-5796

To: Custodian of records

HI,

Attached is a record search request for a property located at :

700 Tennent Rd, Englishtown, NJ 07726

Block: 10.09 Prop Loc: 700 TENNENT ROAD Owner: LENINE, LLC Square Ft: 0
Lot: 2.02

Please Respond Asap, Thank you very much.

For further info please contact:

Ms. Saleha Fahsal, M.S., CS.
Environmental Research Scientist
Smith-Emery GeoServices
791 East Washington Boulevard
Los Angeles, CA 90021
Phone 312-731-2403
Cell Phone 312-731-2403
Fax 213-741-8621
Email: seekpermits@gmail.com

Attachments area

TOWNSHIP OF MANALAPAN

MUNICIPAL BUILDING
120 ROUTE 522
MANALAPAN, NEW JERSEY 07726
E-MAIL: clerk@mtnj.org
FAX: 732-446-5796

REQUEST FOR ACCESS TO GOVERNMENT RECORDS FOR MUNICIPAL USE ONLY

Date Received: 11/9/2017 Date of Response: _____
SEE INSTRUCTIONS ON THE OTHER SIDE

Name: Cindy Guzman

Address: 30 Knightsbridge Rd # 525
Piscataway, NJ 08854

Required E-Mail: cindyaguzman@gmail.com

Telephone [Home] (908) 416-2670 Unlisted? Yes ☐ No ☐
Telephone [Work] () _____

Information Requested:(must be specific)

My name is Cindy Guzman I am the buyers real estate agent in the transaction for 43 Birmingham Dr in Manalapan, NJ.

I am requesting information on any open permits, information on easements, and encroachments on the property. Thank you!

Information on a Specific Property

Address 43 Birmingham Drive Manalapan, NJ 07726

Block 1422 Lot 22

12/9 emailed permit info

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- Immediate access is ordinarily available for to budgets, bills, vouchers, contracts, including collective negotiations agreements and individual employment contracts, and public employee salary and overtime information. Minutes of public meetings will be generally available immediately after the minutes have been approved.
- Records which are not readily available or which will require a search of records will be made available as soon as possible and the applicant will be provided with an interim report within seven [7] business days indicating the time which will be required to provide the records.
- Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be \$0.05 per letter size page or smaller; and \$0.07 per legal size page or larger. On September 10, 2010 Governor Christie signed legislation that changed OPRA's copy fee provision at N.J.S.A. 47:1A-5.b. Said provision of OPRA has since been amended to provide that: "[a] copy or copies of a government record may be purchased by any person upon payment of the fee prescribed by law or regulation."
- Where a request is for a copy in a format other than a photocopy, reasonable efforts will be made to provide the information in the format requested. The cost will be based on the costs of producing the format requested.
- Where a legal determination must be made as to whether records are "public records" as provided by law, the request will be reviewed by the Municipal Attorney.

The term "public records" generally includes those records determined to be public in accordance with N.J.S.A. 47:1A-1. The term does not include employee personnel files, police investigation records, public assistance files or other matters in which there is a right of privacy or confidentiality or inter-agency or intra-agency advisory, consultative, or deliberative material or other material which is specifically exempted by law.

The Applicant hereby acknowledges receipt of a copy of this form with the date on which the information is expected to be available and the estimated cost. The applicant hereby certifies that he or she has not been convicted of any indictable offense under the laws of this State, any other state or the United States and is not seeking government records containing personal information pertaining the victim or the victim's family as provided by N.J.S.A. 47:1A-1 et seq.

This form, when signed by the municipal official shall constitute a receipt for any deposit received.

The information requested will be ready on

Estimated Number of Pages

Estimated Cost

Deposit

[required where the anticipated cost of reproduction exceeds \$5.00]

Applicant

Date: _____

Municipal Official

Date: _____

**TOWNSHIP OF MANALAPAN
GOVERNMENT RECORDS REQUEST RESPONSE**

TO: _____

DATE: _____

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Municipal Clerk

Date: _____

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Applicant

Date: _____

Manalapan Township

120 Route 522 & Taylors Mills Road

Manalapan, NJ 07726

Tel. No.: 732-446-8314

Email: rpreteroti@mtnj.org

Fax: 732-446-5796

From: Curtis Blanding [<mailto:cblanding@govspend.com>] **On Behalf Of** cblanding@smartprocure.com

Sent: Wednesday, November 08, 2017 9:16 PM

To: Regina Preteroti

Subject: SmartProcure OPRA Request Township of Manalapan For PO/Vendor Information

Dear Regina or Custodian of Public Records,

SmartProcure is submitting an OPRA request to the Township of Manalapan for purchasing records from 2017-07-26 (yyyy-mm-dd) to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
2. Purchase date
3. Line item details (Detailed description of the purchase)
4. Line item quantity
5. Line item price
6. Vendor ID number, name, address, contact person and their email address

The attached document may be helpful as a reference to fulfill this request if the Township of Manalapan stores the records using any of the pre-programmed software reports, but the records request is not limited to the reports listed.

Please email the information or use the following web link. There is no file size limitation:

<http://upload.smartprocure.com/?st=NJ&org=TownshipOfManalapan>

If this request was misrouted, please forward to the correct contact person and reply to this communication with the appropriate contact information.

If you have any questions, please feel free to respond to this email or I can be reached at 954-637-0742.

Regards,

Curtis Blanding
Data Acquisition Specialist
SmartProcure
Direct: 954-299-3254 | Email: cblanding@smartprocure.com .

<image001.jpg>
<PO Listing from 7-26-17 thru 11-17-17.pdf>
<Vendor Listing by Vendor ID as of 11-17-17.pdf>

TOWNSHIP OF MANALAPAN

MUNICIPAL BUILDING
120 ROUTE 522
MANALAPAN, NEW JERSEY 07726
E-MAIL: clerk@mtnj.org
FAX: 732-446-5796

REQUEST FOR ACCESS TO GOVERNMENT RECORDS FOR MUNICIPAL USE ONLY

Date Received: 11/7/17 Date of Response: _____

SEE INSTRUCTIONS ON THE OTHER SIDE

Name:

DIANA RECCE

Address:

813 DANCER LANE
MANALAPAN N.J.

Required E-Mail:

DLECCE1519@AOL.COM

Telephone [Home]

(329) 852-4*

Unlisted? Yes ___ No ___

Telephone [Work]

(917) 576-3811

Information Requested:(must be specific)

PLANS FOR 813 DANCER LANE

CLAYTON ESTATE.

Information on a Specific Property

Address

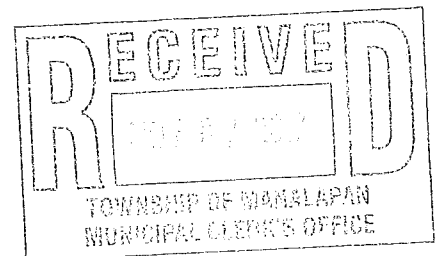
813 DANCER LANE

Block

8105

Lot

3.



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Estimated Number of Pages _____

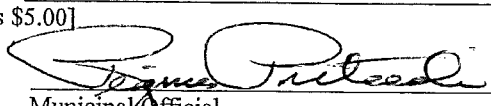
Estimated Cost _____

Deposit

[required where the anticipated cost of reproduction exceeds \$5.00] _____

Applicant

Date: 11-7-17


Municipal Official

Date: 11-7-17

**TOWNSHIP OF MANALAPAN
GOVERNMENT RECORDS REQUEST RESPONSE**

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Applicant

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TOWNSHIP OF MANALAPAN

MUNICIPAL BUILDING
120 ROUTE 522
MANALAPAN, NEW JERSEY 07726
E-MAIL: clerk@mtnj.org
FAX: 732-446-5796

REQUEST FOR ACCESS TO GOVERNMENT RECORDS FOR MUNICIPAL USE ONLY

11-7-17
Date Received: 10/25/2017 Date of Response: _____
SEE INSTRUCTIONS ON THE OTHER SIDE

Name: Glenn S. Cohen / Astoria Harbor, LLC
PO Box 399
Address: Tennent, NJ 07763

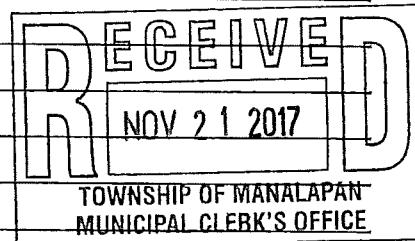
Required E-Mail: glenncohen@earthlink.net

Telephone [Home] (732) 446-7083 Unlisted? Yes ☐ No ☒
Telephone [Work] (917) 817-6745

Information Requested: (must be specific)

- Copies of:
1. All architectural plans for 1 Elkridge Way, Manalapan, NJ 07726
 2. All permit applications for 1 Elkridge Way, Manalapan, NJ 07726

See attached proof of ownership



Information on a Specific Property

Address 1 Elkridge Way, Manalapan, NJ 07726
Block 1202 Lot 33

Bent plans to
CME

Hampton model

Received 11/17 Glenn Cohen

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Estimated Cost _____

Deposit _____

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Applicant

Date: 10/25/2017

Municipal Official

Date: 11-7-17

**TOWNSHIP OF MANALAPAN
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