

Mayor and Council Newsletter

Borough of Island Heights
 One Wanamaker Municipal Complex
 Post Office Box 797
 Island Heights, New Jersey 08732-0797
 (732) 270-6415
www.islandheightsboro.com



Official Meeting Minutes

October 27, 2015

The Regular Meeting of the Mayor and Council of the Borough of Island Heights was called to order by The Regular Meeting of the Mayor and Council of the Borough of Island Heights will be called to order by Mayor Silver. Mayor Silver will then read the notice of the meeting in accordance with the OPEN PUBLIC MEETINGS ACT P.L. 1975 Chapter 231 (Section 10:4-10). Notice of the Meeting appeared in the Asbury Park Press on December 20, 2014 notice is also posted on the bulletin board and in the municipal building.

Pledge to the flag and a moment of silence.

Roll Call:

Council President Asay	Councilmember Snow
Councilmember Bendel	Councilmember Thompson
Councilmember Berglund	Mayor Silver
Councilmember Pillion	Attorney O'Connell

	Asay	Bendel	Berglund	Pillion	Snow	Thompson	Mayor Silver
Present	x	x	x	x	x	x	x
Absent							

APPROVAL OF MINUTES:

Resolution 2015-116 Approval of Minutes of October 13 Council Meeting and Executive Session.

Requested to amend and approve September 22, 2015 Minutes with a correction on vote by Councilman Berglund. The Clerk advised that this vote was corrected previously at his request.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
	x	Asay	x			
		Bendel	x			
x		Berglund	x			
		Pillion	x			
		Snow	x			
		Thompson	x			
		Mayor Silver	x			

RESOLUTIONS

Resolution 2015-100 Approving the 2015 Best Practices Checklist

Public Comment

Councilman Asay stated he wasn't sure if he received the final draft of Best Practices Checklist.

The Clerk stated the Checklist was provided over three weeks ago after drafted by the CFO, Clerk and April, with no questions on the checklist or request to provide a "final" version.

Mr. Pillion questioned the accuracy and completeness of the BP Checklist and that the Council agreed to move it to the end of the agenda so that it could be reviewed in detail by the Council.

Motion to move the Resolution to the end of the meeting: First: Councilman Pillion Second: Bendel, and unanimous Council consent.

Resolution 2015- 110 Amending Resolution 2015-108 to Increase Schedule C Road Department Allocation to \$40,000.00

Public Comment: none

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
	x	Asay	x			
		Bendel	x			
x		Berglund	x			
		Pillion	x			
		Snow	x			
		Thompson	x			
		Mayor Silver	x			

Resolution 2015- 111 Authorizing the Mayor to sign and Clerk to Attest to a Shared Services Agreement with the Borough of Lavallette for use of the Island Heights Municipal Court retroactive to January 1st to December 31st, 2016, for a fee of \$250 a month

Public Comment:

Council Member Thompson stated clarification of the terms of cost and length, retroactive to January 2015

Councilman Pillion asked if the Mayor is amenable to this?

Mayor Silver stated that we had a verbal agreement with the Administrator
Asay stated this allows them to use our facility through all of next year? I can't believe they will spend another 15 months working on their own building, and use our facility for all of 2016.

Council Member Thompson requests an amendment to the Resolution to include “a period of up to 24 months”

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
x		Asay	x			
		Bendel	x			
		Berglund	x			
		Pillion	x			
	x	Snow	x			
		Thompson	x			
		Mayor Silver	x			

Resolution 2015-112 Authorizing the Borough Engineer to Solicit Bids for 2014 Municipal Aid for Jaynes Avenue Improvements

Public Comment

Melissa Woodsky, 108 Jaynes Ave, wants to know what is going to be done at Jaynes Avenue.

Mayor Silver: mostly asphalt

Jeff Totum 248 Summit, has anyone researched the utilities before paving the street?

Mayor Silver: right now, we are authorizing the road resurfaced.

Asay, asked for clarification on the scope of work (modernizing water distribution), which should be omitted.

This resolution was changed at the Council Meeting by Council Members Asay and Berglund from Jaynes Avenue to Maple.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Asay	x			
x		Bendel	x			
	x	Berglund	x			
		Pillion	x			
		Snow	x			
		Thompson	x			
		Mayor Silver	x			

Resolution 2015-113 Approval of Bill List

Public Comment

Councilman Pillion asked for clarification on the Bill List of who prepares it, reviews and certifies it before presenting it for approval.

Mayor Silver stated each department is overseen by specific Council Members.

Councilman Pillion: do we have a copy of the details requested so that the Borough isn't exceed the budget. Who oversees the bill list? If they were getting close to the budget, who would they notify? Having Council Members sign-off on the Purchase Orders is great practice but in effect, it's a delegation of the CEO, which is the Mayor, which we accept to help out.

Mayor Silver: the departments can't purchase anything without approval by Council.

Municipal Clerk: we can't expend funds that we don't have. The CFO provides certification of funds, and the purchase order has a certification of funds.

Further discussion ensued on the billing process.

Councilman Asay wanted clarification on page 10 regarding engineering fees, bluff and bulkhead.

Jeff Totum 248 Summit: How come a small municipality can't put together a purchasing system without constant paper shuffling? I understand the fear of paying for something we didn't get, but that's part of purchasing. There's got to be a simple system.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
x		Asay	x			
		Bendel	x			
	x	Berglund	x			
		Pillion	x			
		Snow	x			
		Thompson	x			
		Mayor Silver	x			

COMMITTEE REPORTS

BENDEL: None

BERGLUND: Simpson was paved last period. On Beach and Summit, the manhole casting brok. We have to buy the rim and cover to fit the rim, and we have to go out for bid. Starting to purchase items for summer months maintenance.

ASAY: none

PILLION: IH Police is having 17th Annual Toys for Tots event. They list items they need and please drop off at Police Department. Canned and non-perishable items are requested. He further provided the status, age and condition of all police vehicles. He further added that the First Aid Squad is asking the Borough pay for two radios that one was lost, and the other was reportedly stolen. They were provided with their yearly budgetary allocation and the Borough hasn't decided whether they would reimburse them or not.

Discussion ensued on radio availability and frequencies.

SNOW: followed up on the IH Grade School and defeated referendum. Previously reported that Council members visited the school to see the condition, and attended the last School Board meeting. She also reached out to Betsy Hyle to see if the School would like assistance with funding, and she is willing to help. She also reached out to the Board President to work together on how to make the repairs to the school happen. If the school is agreement, then she requests a Committee made by the Council to work with the school. During the last Environmental Committee meeting, they discussed the Seaside Park developed a bayside garden and IH may develop something similar. Thursday night is Trunk Or Treat at the parking lot at Borough Hall. Arrive at 5pm and registration is still available, and forms are available at the Post Office. She had concerns of lighting, and bathroom access (the mayor stated the Borough could accommodate that). The Spaghetti dinner is Election Night

THOMPSON: requests meeting minutes to be mailed out and include number of Borough Hall encouraging residents to call and request to be on the email newsletter. Asks the Bill List include the amount approved by Department, Amount expended by Department, year to date and percentage of budget. She believes this format will help others understand our Budget.

Councilman Pillion stated that the CFO used to come to all, if not, one meeting a month, and would like the CFO at these meetings.

Councilman Bendel asked if Edmunds does this type of financials?

The Municipal Clerk stated there are modules that Edmunds provides assistance with. So yes, depending on what you are requesting. However, certain people use other functions that are not modules of Edmunds.

Maureen Desantos Scott, asked about summer recreation program. There is no parade this year, and there are things that separate Island Heights from other towns. She was advised that the Halloween Parade didn't happen because of a wedding.

Council Member Snow; The recreation committee has been hard pressed with volunteers.

After discussion ensued, the Borough Council agreed that the Borough would be able to coordinate a last-minute Halloween Parade on October 31, at 10:30am.

Resolution 2014-114 Authorizing October 31, 2015 as a Halloween Parade at 10:30am.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Asay	x			
		Bendel	x			
		Berglund	x			
		Pillion	x			
x		Snow	x			
	x	Thompson	x			
		Mayor Silver	x			

Maureen de Santos stated that her neighbor on Laurel Avenue is looking for clarification on meter reading, and a strong chlorine smell.

Mayor Silver stated that he followed-up with the Public Works Supervisor in addition to speaking with Council Member Thompson that the meter readings were all okay. He will follow up with the DPW supervisor on Laurel ave.

Councilman Pillion. There are stories in the newspapers that certain schools are not permitted to celebrate Halloween in school. Has this been the issue in Island Heights?

Further discussion ensued between Council and residents on coordination with the Recreation Committee and those involved, and Council Member Snow will be following up for coordination.

PUBLIC COMMENT

Jeff Totum, I agree having the CFO in attendance, and why don't we have a representative of the DPW at the meetings? He continued to read a letter that he stated he received a threatening letter, and forwarded to the Police.

Councilman Berglund stated that taking a police vehicle to make it a patrol vehicle would cost \$5,000.00 to 8,000.00 to retrofit it with appropriate electronics.

Councilman Asay stated he disagreed with this cost.

Officer Ringle: new law states that any new vehicles requires a dash camera

Councilman Asay: If it's used for traffic enforcement

Officer Ringle: negative

Council Member Snow: stated we are speculating on numbers. We need cost estimates.

Council Member Thompson: requests a cost to retrofit the vehicle.

MAYOR SILVER

EXECUTIVE SESSION

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
	x	Asay	x			
		Bendel	x			
		Berglund	x			
x		Pillion	x			
		Snow	x			
		Thompson	x			
		Mayor Silver	x			

ADJOURNMENT @ 9:50PM

Items of Interest:

- ❑ The **Island Heights Environmental Committee** regularly scheduled meeting is Wednesday, November 18, 2015 at 7:00 PM held at the borough hall.
- ❑ The **Central Regional School Board** regularly scheduled meeting is Thursday, November 19, 2015 at 7:00 PM at the Board of Education building, Forest Hills Parkway, Bayville.
- ❑ The **Island Heights Mayor and Council** regularly scheduled meeting is Tuesday, November 24, 2015 at 7:00 PM held at the borough hall.
- ❑ **All borough offices** will be **closed** on Thursday, November 26, 2015 and Friday, November 27, 2015 in observance of Thanksgiving
- ❑ The **Island Heights Board of Health** regularly scheduled meeting is Tuesday, December 8, 2015 at 9:00 AM held at the borough hall.
- ❑ The **Island Heights Board of Education** regularly scheduled meeting is Wednesday, December 9, 2015 at 6:15 PM held at the Island Heights Grade School, 115 Summit Avenue, Island Heights.
- ❑ The **Island Heights Mayor and Council** regularly scheduled meeting is Tuesday, December 15, 2015 at 7:00 PM held at the borough hall.
- ❑ The **Central Regional School Board** regularly scheduled meeting is Thursday, December 17, 2015 at 7:00 PM at the Board of Education building, Forest Hills Parkway, Bayville.
- ❑ **All borough offices** will be **closed** on Friday, December 25, 2015 in observance of Christmas.

The Municipal Clerk's Office, Tax Collector & Water/Sewer Office, are open Monday – Friday 9:00 AM until 3:00 PM and Monday evening 6:00 PM until 8:00 PM. Finance & Purchasing are open Wednesday 9:00 AM to 3:00 PM, Building Department & Fire Official, Tax Assessor and Municipal Court are open Monday evening 6:00 PM until 8:00 PM. Please call the borough hall at (732) 270-6415 for days and times of offices not listed above.

mayorcouncil@islandheightsboro.com
 Council Member John Bendel
 April D. Elley, Newsletter Editor (732) 270-6415