

# Mayor and Council Newsletter

Borough of Island Heights  
 One Wanamaker Municipal Complex  
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Official Meeting Minutes

January 5, 2016

The Regular Meeting of the Mayor and Council of the Borough of Island Heights is hereby called to order. Notice of this meeting is 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 5, 2015, and is posted on the bulletin board, and in the municipal building.

Pledge to the flag and a moment of silence.

Mayor Silver provided the Oath of Office to Councilwoman Thompson and Councilman Berglund

Mayor Silver provided the Oath of Office to the Island Heights First Aid officers

**ROLL CALL:**

	Asay	Bendel	Berglund	Pillion	Snow	Thompson	Mayor Silver	Atty O'Connell
Present	x	x	x	x	x	x	x	x
Absent								

**MAYOR'S STATEMENT**

First founded in 1887 and incorporated for 189 years. 2015 was a heck of a year, financially and with personnel, we made some adjustments to save the Borough money; which I did in the sum of \$129,000. The County tax rate went up to \$88,048.18, and that kind've took the kabash out of the savings. We are working in 2016 to make more improvements, and make a difference to everyone. We are listening to your concerns and plan to make the Borough of Island Heights even more productive.

**RESOLUTIONS**

**Resolution 2016-1 2016 Temporary Municipal Budget**

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

**Resolution 2016-2 Authorizing the Tax Collector to Conduct a Tax Lien Sale**

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

**Resolution 2016-3 Authorizing Interest Rates Charged on Delinquent Water and Sewer**

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 2016-4 Tax Collector’s rates of interest charged for delinquent payments**

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 2016-5 Authorizing the Tax Assessor to Act as the Agent for the Taxing District**

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

**Resolution 2016-6 Designating the Borough’s Official Newspaper**

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

Councilman Bendel stated he does not agree with this, and believes this is a subsidy for the Asbury Park Press.

Councilman Asay stated he is willing on passing a resolution calling on the Press to give coverage to local activities in Island Heights.

Councilman Bendel said he welcomes that but already passed a previous resolution asking the Legislature to provide relief.

The Municipal Clerk stated the Borough is obligated by Statute to publish certain notices. It has to be a newspaper that is circulated in town, and in the County. Even with the great smaller circulations, which were provided by Erik Weber, the circulation was not able to be used at times due to publication deadlines.

**Resolution 2016-7 Approving a Cash Management Plan**

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 2016-8 Authorizing signatures for the execution of Borough Checks**

To be amended to alignment with 2016-7, to include the Council President.

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

**MUNICIPAL APPOINTMENTS**

**Resolution 2016-10 Council President Appointment**

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

The responsibilities of the Council President are to attend Monday night's regularly and Wednesdays when the Clerk, CFO and Purchasing Agent is in the office, at least once a month, and participate in anything that needs to be done.

Council Member Thompson congratulated Council President Asay.

**Resolution 2016-11 Professional Services Appointments for CY 2016**

Mayor Silver stated that due to a limited number of responses from professionals, there were advertisements

**RESOLUTION 2016-11  
APPOINTING PROFESSIONALS FOR THE CY 2016**

**WHEREAS**, Public Law 2004, Chapter 19 was signed by the Governor and takes effect on January 1, 2006, and

**WHEREAS**, the Island Heights Borough Council set forth the requirements and procedures for the receipt of proposals for Professional Services Contracts, and

**WHEREAS**, proposals for Professional Services Contracts were received and reviewed by the Borough Council in an open and fair process in accordance with public law, and

**WHEREAS**, the Professional Services appointments are vacant as of January 1st, 2016; and

**THEREFORE BE IT RESOLVED** by the Mayor and the Borough Council of the Borough of Island Heights, County of Ocean, State of New Jersey appoint the following Professional Services as follows:

1. Municipal Attorney, Pringle Quinn and Anzano, P.C  
 Borough Engineer, Maser Consulting  
 Bond Counsel, Jan Wouters, Esquire  
 Public Defender, Charles Tivenan  
 Alternate Public Defender, Justin Shearer  
 Special Projects Engineer: Engineering Pool  
 Planning Board Attorney, Brady & Kunz  
 Special Counsel Tax Appeal, Christopher Connors, Esquire

**THEREFORE BE IT FURTHER RESOLVED**, A notice of this appointment shall be advertised in a newspaper of general circulation within the boundaries of the Borough of Island Heights not more than (10) days after the passage of this resolution.

**THEREFORE BE IT FURTHER RESOLVED**, that the Mayor is authorized to execute and the Clerk to attest to a "Professional Services" contract with the aforementioned professionals in connection with the services aforesaid.

**CERTIFICATION**

I, Joseph A. Kostecki, Municipal Clerk, of the Borough of Island Heights, County of Ocean, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the Reorganization meeting held on the 1<sup>st</sup> day of January, 2016, in the Borough Hall, Island Heights, New Jersey.

\_\_\_\_\_  
 Joseph A. Kostecki, MPA/RMC/CMR  
 Municipal Clerk

Council Member Thompson asked if there was a committee to review these submissions. Mayor Silver stated there is no committee, and that it is up to your Mayor, Clerk and Attorney to go through the review process.

Council Member Thompson: was there a set of criteria?

Mayor Silver stated that sometimes it's apples to apples, sometimes it's not. It has to do with my comfort level dealing with professionals. It deals with levels of how they performed in the past. I've kept some individuals, and some will be new appointments.

Council Member Thompson: For any of the recommended individuals, are we not taking the lowest bidder?

Mayor Silver: Yes. Engineering, however there are other requirements I am considering as well. Others, I'm waiting on more submissions to come in by January 27, 2016.

Council Member Thompson: If it's possible you are not satisfied, we would come back and approve a different professional?

Mayor Silver: Not for what we are considering tonight.

Council Member Thompson: Our Borough Attorney has reviewed the procedure ?

Attorney O'Connell: Yes

Councilman Bendel stated a "Nay" vote on the Attorney but "Aye" on everything else, and that is reflected as two votes in the vote column

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

**Resolution 2016-12 Designating a primary Grantsperson and Alternate Grantsperson for the Community Development Block Grant Program for CY 2016**

Council Member Thompson who from Maser Consulting will be serving in this capacity?

Chris Theodos from Maser Consulting stated he would be that designated person. He stated he is very familiar with this process.

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

**CONSENT AGENDA**

The below listed items are considered to be routine by the Borough of Island and will be enacted by one motion. There will be no formal discussion of these items. If discussion is desired, this item will be removed from the Consent Agenda and will be considered separately.

- Resolution 2016-13 Designating Joseph Kostecki, Emily Falk, and Wendy Prior as Dog Licensing Clerks for CY 2016**
- Resolution 2016-14 Appointing Robert Sinnott, Dominique D'Amico-Violante, and Tim Geoghegan Class II Special Officers**
- Resolution 2016-15 Appointing Ocean Bay Occupational Medical Center as drug and alcohol testing services facility for CY 2016**
- Resolution 2016-16 Re-Appointing Doug Platt and Kevin Arnold to Office of Emergency Management and Community Emergency Response Team Deputy Coordinators for CY 2016**
- Resolution 2016-17 Appointing a Stormwater Management Coordinator for CY 2016 (borough engineer)**
- Resolution 2016-18 Appointing Liaison and Committee Members for CY 2016**
- Resolution 2016-19 Appointing a Zoning Officer/Code Enforcement Officer for 2016**
- Resolution 2016-20 Authorizing that all Full Time and Part Time Employees of the Borough be paid every two weeks**

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

**PUBLIC COMMENT**

Bob McNeil asked for clarification on the Stormwater Management Coordinator, Liaisons to the Council and Code Enforcement Officer.

Mayor Silver stated that the Borough Engineer is the Stormwater Management Coordinator, the list of Committee Liaisons can be provided to him, and Joe Cocco will continue as the Code Enforcement Officer.

Mayor Silver stated that there is an annual Rabies Clinic will be on January 30, 2016, from 10am to 11am.

Diane Cullen: usually there is a lot more people on line than get reached,. So is it usually longer than an hour?

Mayor Silver: In the past, it's always been an hour, and whoever responds, responds.

The Municipal Clerk stated that there are many other towns in Ocean County, and all of them offer free rabies vaccinations. Only residents will be able to license their animals however.

Seeing no other public comments, Council President Asay motioned to close Public Comment, Seconded by

Councilman Bendel, with unanimous Council consent.

Mayor Silver stated that no Executive Session is necessary.

Councilman Bendel motioned to adjourn, seconded by Councilman Asay, and unanimous Council consent.

Verbiage was clarified that the Borough will be recessing, not adjourning, and will be reconvening to proceed with the Regular Council Meeting and borough business.

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

Councilman Asay motioned to enter back into public session, Seconded by Councilman Pillion and full Council consent.

Mayor Silver asked that the record reflect Councilman Bendel had to leave following the Reorganization portion of the agenda.

The Municipal Clerk opened the Public Comment portion of the agenda. Seeing no public comments, Council President Asay motioned to close Public Comment, Seconded by Councilman Pillion, with unanimous Council consent.

**ORDINANCE 16-1 Establishing Fee Schedule for Borough Hall Rental (First Reading)**

Council Member Thompson asked to table this Ordinance due to a level of discomfort not having the ordinance drafted for First Reading.

Mayor Silver stated this was first reading and the Attorney would draft the ordinance drafted shortly, and this was to ensure the Borough would start receiving funds from for-profit entities utilizing the Courtroom. He further stated that he would like to charge \$75 a week, and the entity must provide proof of insurance coverage.

Councilman Berglund stated that he believes that the Yoga class, who is currently utilizing the Court, donates the money back to the community.

The following motion is to TABLE ORDINANCE 16-1

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

**RESOLUTIONS**

**Resolution 2016-20 Approving the January Bill List**

Public Comment  
Roll Call

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

**PURCHASE ORDER REQUESTS**

The following Resolutions were voted on as a Consent Agenda approval

**Resolution 2016-20 Approving the Following Purchase Order**

Vendor: AGT Battery Supply  
 Item: Motorola Battery for OEM  
 Amount: \$1,188.24

**Resolution 2016-21 Approving the Following Purchase Order**

Vendor: Staples  
 Item: HON S380 Series / 966 Reimbursement Series for OEM  
 Amount: \$399.98

**Resolution 2016-22 Approving the Following Purchase Order**

Vendor: Motorola % Allcomm Technologies  
 Item: OEM portable radios/966 program  
 Amount: \$5,656.85

**Resolution 2016-24 Approving the Following Purchase Order**

Vendor: Motorola % Allcomm Technologies  
 Item: 1 Motorola Minitor VI Pagers, including chargers and warranty through 966 program  
 Amount: \$1,023.60

**Resolution 2016-25 Approving the Following Purchase Order**

Vendor: Motorola % Allcomm Technologies  
 Item: 1 Motorola XPR7550 Portable Radio through RERP Control #1510-03/966 program  
 Amount: \$1,138.35

Motion and second. Councilmember comment(s). Public Comment (s). Roll Call Vote.

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

The following Purchase Order was considered as a separately from the Consent Agenda

**Resolution 2016-23 Approving the Following Purchase Order**

Vendor: CSI  
 Item: Quarterly computer support for Boro offices and Police Dept  
 Amount: \$4,500.00

Motion and second. Councilmember comment(s). Public Comment (s). Roll Call Vote.

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

**COMMITTEE REPORTS**

**BERGLUND:** He is currently working on the Safe Streets To School grant application and the corresponding Federal Grant Management Plan. He requested that a letter go out with the tax bills regarding the Community Garden. The plans for each designated space are complete, and further believes that the Cultural and Heritage Society will be the entity managing the garden. Additionally, bids were received for Central Avenue, however the Borough could not proceed due to them being thirty-three percent higher than

the engineer's estimate.

There were no other updates from Council and the Mayor requested to adjourn

Motion to Adjourn: Councilman Berglund  
Seconded by Council Member Thompson, with unanimous Council consent.

**ADJOURNMENT @ 9:52pm**

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Joseph Kostecki, MPA, RMC, QPA, CMR  
Borough Clerk

**Items of Interest:**

- ❑ **All borough offices** will be **closed** on Friday, February 12, 2016 in observance of Lincoln's Birthday.
- ❑ **All borough offices** will be **closed** on Monday, February 15, 2016 in observance of President's Day .
- ❑ The **Island Heights Environmental Committee** regularly scheduled meeting is Wednesday, February 17, 2016 at 7:00 PM held at the borough hall.
- ❑ The **Central Regional School Board** regularly scheduled meeting is Thursday, February 18, 2016 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, February 23, 2016 at 7:00 PM held at the borough hall.
- ❑ The **Island Heights Board of Health** regularly scheduled meeting is Tuesday, March 8, 2016 at 9:00 AM held at the borough hall.
- ❑ The **Island Heights Mayor and Council** re-organization and regularly scheduled meeting is Tuesday, March 8, 2016 at 7:00 PM held at the borough hall.
- ❑ The **Island Heights Planning Board** regularly scheduled meeting is Wednesday, March 9, 2016 at 7:00 PM held at the borough hall.
- ❑ The **Island Heights Environmental Committee** regularly scheduled meeting is Wednesday, March 16, 2016 at 7:00 PM held at the borough hall.
- ❑ The **Central Regional School Board** regularly scheduled meeting is Thursday, March 17, 2016 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, March 22, 2016 at 7:00 PM held at the borough hall.

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**DOG & CAT LICENSES ARE TO BE RENEWED JANUARY 1 OF EACH YEAR**  
**\* Proof of Current Rabies Required, Spaying/Neutering Certificate to obtain \$3.00 discount**  
**Cat & Dog Fee: \$10.00 Proof Spayed/Neutered: \$7.00**  
**In addition, a Late Fee of \$5.00 will be imposed February 1 and an additional \$1.00 each month late thereafter.**

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