

Mayor and Council Newsletter



Borough of Island Heights
One Wanamaker Municipal Complex
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Official Council *Re-Organization* Meeting Minutes

January 5, 2017

The Reorganization 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, Cahpter 231 (Section 10:4-10). Notice of the meeting was advertised in the Asbury Park Press on December 21, 2016 and was also posted on the bulletin board in the Municipal Building.

Pledge to the flag and moment of silence.

1. ADMINISTER OATH OF OFFICE

Council Person (3 Year Term):

Melissa Wudzki

2. ROLL CALL

	Asay	Bendel	Berglund	Snow	Thompson	Wudzki	Mayor Silver	Atty O'Connell
Present	X		X			X	X	X
Absent		X		X	X			

Also Present: Margaret Gorman, Chief Financial Officer

Councilmember Asay

Councilmember Snow

Councilmember Bendel

Councilmember Thompson

Councilmember Berglund

Councilmember Wudzki

Mayor Silver

3. NOMINATION FOR COUNCIL PRESIDENT

Nomination for Council President was tabled due to the absence of three council members. Nomination will be made at the January 24, 2016 Council Meeting.

4. ANNOUNCEMENT BY MAYOR SILVER OF THE MAYOR'S APPOINTMENT OF GOVERNING BODY LIAISONS FOR THE CALENDAR YEAR 2017.

DEPARTMENT OF PARKS AND PUBLIC PROPERTY

Director/Liason:

John Bendel, Mayor Silver

Island Heights Post Office:

Newsletter:

Ocean County Mayor's Association:

Planning Board:

Senior Advisory Committee:

DEPARTMENT OF PUBLIC SAFETY

Director/Liaison:

Sean Asay, Mayor Silver

Emergency Management:

Fire Department:

Fire Prevention Bureau:
First Aid:
Gypsy Moth/Mosquito Control:
Liaison to Comcast:
Police Department:
Prosecutor:

DEPARTMENT OF PUBLIC WORKS

Director/Liaison: Steve Berglund, Mayor Silver

Construction:
Engineering:
Fleet Management and Maintenance:
Garbage and Recycling:
Municipal Facilities:
Parks:
Streets and Roads:
Water and Sewer:

DEPARTMENT OF ADMINISTRATION AND FINANCE

Director/Liaison: Susan Thompson, Mayor Silver

Chief Financial Officer:
Clerk/Registrar:
Economic Development:
Finance and Capital Budget Committees:
Insurance:
Purchasing:
Tax Assessor:
Tax Collector:
Zoning/Code Enforcement:

DEPARTMENT OF COMMUNITY SERVICES AND INFORMATION:

Director/Liaison: Sandra Snow, Mayor Silver

Badge Checkers:
Community Club:
Computer Services:
Coordinate Public Calendar:
Cultural and Heritage Association:
Environmental Committee:
Liaison to Island Heights Yacht Club:
Library:
Lifeguards/Beaches:
Recreation:
Web Pages:

DEPARTMENT OF PUBLIC WELFARE

Director/Liaison: Melissa Wudzki, Mayor Silver

Animal Control
Board of Health
Continuing Education Requirements and Optional Programs

Crossing Guards
Liaison to Central Regional
Liaison to Island Heights Grade School
Municipal Court
Street Lighting

5. ANNOUNCEMENT BY MAYOR SILVER OF THE MAYOR’S APPOINTMENTS TO SERVE AT THE PLEASURE OF THE GOVERNING BODY:

Municipal Court Administrator	Elizabeth Boettger
Deputy Court Administrator	Michelle Sargent
Alternate Deputy Court Administrator	Barbara McAteer
Assessment Search Officer	Katherine Fenton-Newman
Affirmative Action Officer/P.A.C.O.	Katherine Fenton-Newman
Purchasing Agent/Project Manager/ Newsletter Editor	April D. Elley
Chief Financial Officer	Margaret Gorman
Deputy Municipal Finance Officer	April D. Elley
Clerk of Public Works	Wendy Prior
Construction Official Class I/Building Sub Code Official Class I/Building Inspector Class I	Ken Anderson
Code Enforcement/Zoning Officer	Joseph Cocco
Certified Recycling Professional	Oscar Cradle, CPR
Emergency Management Coordinator	Douglas Platt
Deputy Emergency Management Coord.	Lt. Kevin Arnold
Fire Sub Code Official (3 year term)	William Richert
JIF Fund Commissioner	Katherine Fenton-Newman
Alternate JIF Fund Commissioner	Maser Consulting, P.A.
Payroll Clerk	Margaret Newnom-Purdie
Primary Grantsperson	Maser Consulting, P.A.
Qualified Purchasing Agent	Joseph Kostecki
Safety Coordinator	Katherine Fenton-Newman
Stormwater Management Coordinator	Maser Consulting, PA.
Tax Assessor	Vicki Mickiewicz
Tax Collector/Deputy Municipal Clerk	Wendy Prior

6. ANNOUNCEMENT BY MAYOR SILVER OF THE MAYOR’S APPOINTMENTS TO THE FOLLOWING BOARD/COMMITTEE

Capital Committee

(1 year term)

Mayor Silver

Finance Committee

Mayor Silver

Trustees of the Library

(1 year term)

Joyce Kaizar
Sharon Lee
Ellen Columbus
Claire Kalli
James Muller
Lynn Lenox
Marilyn Connors
Sally Gauntt
Betsy Hyle

Planning Board

Class I – 4 Year Term

William Noble – Expires 12/31/18

Class III – 3 Year Term

John Bendel – Expires 12/31/2017

Class IV – 4 Year Term

Eleanor Seibert – Expires 12/31/17

Vacant – Expires 12/31/17

Joe Connors – Expires 12/31/17

Bob MacNeal – Expires 12/31/17

Don Roberts – Expires 12/21/19

Frank Wetta – Expires 12/31/19

Alternates – 3 Year Term

Robert Baxter – Expires 12/31/18

Karen Kier – Expires 12/31/18

Recreation Committee

Alan Fumo
Pam Marx
Maureen DeSanto
Sarah Snow

Environmental Committee

Margaret Laratta
Pat Sherwin
Marsha Cudworth
Tara Church
Matt Crane
Tanara Hall
Mary Judge

Board of Health

Claire Cagney
Fran Gajano
Joann Moy
Pat Bailey

7. Resolution 2017-01 Designating the Various Professionals pursuant to N.J.S.A. 40A:11-1 et seq.

Municipal Attorney	Michael O’Connell of Pringle, Quinn & Anzano
Municipal Auditor	Holman, Frenia, Allison, PC
Municipal Fee Accountant	William E. Antonides & Co
Municipal Special Attorney	Eric M. Bernstein & Associates
Municipal Engineer	James Priolo, Maser Consulting, P.A.
Municipal Bond Counsel	Jan Wouters, Esquire
Special Attorney Tax Appeals	Christopher Connors, Esquire
Special Projects Engineer	Michael O’Donnell, O’Donnell Stanton & Assoc.
Municipal Prosecutor	Eric D. Brophy, Esquire
Municipal Prosecutor (Alt. 1)	Diegnan & Brophy, LLC
Public Defender	Brian Rumpf, Esquire
Public Defender (Alt.)	Charles Tivenan, Esquire

Public Comment - None

Roll Call

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

8. CONSENT AGENDA

Resolution 2017-02 Authorizing the Tax Collector to Conduct a Tax Lien Sale

Resolution 2017-03 Setting the Interest Rate Charged on Delinquent Water and Sewer

Resolution 2017-04 Setting the Interest Rate Charged on Delinquent Taxes Pursuant to N.J.S.A. 54A:4-67.

Resolution 2017-05 Authorizing Signatures of Borough Checks Pursuant to N.J.S.A. 40A:5-16.

Resolution 2017-06 Authorizing all Full Time and Part Time Employees of the Borough Be Paid Every Two (2) Weeks

Resolution 2017-07 Designating the Official Publication(s)

Resolution 2017-08 Authorizing the Mayor to Execute all Grant Applications on Behalf of the Borough.

Resolution 2017-09 Adopting Cash Management Plan for Calendar Year of 2017.

Resolution 2017-10 Authorizing the Tax Assessor to Act As the Agent for the Taxing District

Public Comment - None

Roll Call

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

9. ADJOURNMENT 7:15 p.m.

Motion made by: Berglund Seconded by: Asay ALL IN FAVOR

Respectfully Submitted by:

Katherine Fenton-Newman
Acting Municipal Clerk

Items of Interest:

- The **Island Heights Board of Education** regularly scheduled meeting is Wednesday, February 8, 2017 at 6:15 PM held at the Island Heights Grade School, 115 Summit Avenue, Island Heights.
- The **Island Heights Planning Board** regularly scheduled meeting is Thursday, February 9, 2017 at 7:00 PM held at the borough hall.
- All municipal offices will be closed** on Monday, February 13, 2017 in observance of Lincoln’s birthday.
- The **Island Heights Board of Health** regularly scheduled meeting is Thursday, February 14, 2017 at 9:00 AM held at the borough hall.
- The **Island Heights Mayor and Council** regularly scheduled meeting is Tuesday, February 14, 2017 at 7:00 PM held at the borough hall.
- The **Island Heights Environmental Committee** regularly scheduled meeting is Wednesday, February 15, 2017 at 7:00 PM held at the borough hall.
- The **Central Regional Board of Education** re-organization meeting is Thursday, February 16, 2017 at 7:00 PM at the Board of Education building, Forest Hills Parkway, Bayville.
- All municipal offices will be closed** on Monday, February 20, 2017 in observance of Washington’s birthday.
- The **Island Heights Recreation Committee** regularly scheduled meeting is Monday, February 27, 2017 at 7:00 PM held at the borough hall.
- The **Island Heights Mayor and Council** regularly scheduled meeting is Tuesday, February 28, 2017 at 7:00 PM held at the borough hall.

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 – Thursday 8:00 AM until 3:00 PM (**closed Friday**) 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