

Mayor and Council Newsletter

Borough of Island Heights
One Wanamaker Municipal Complex
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(732) 270-6415
www.islandheightsboro.com



Official Council Meeting Minutes

January 4, 2021

MAYOR DOYLE read the Following:

The Reorganization Meeting of the Mayor and Council of the Borough of Island Heights is Hereby Called to Order. Notice of this Meeting was Provided in Accordance with the Open Public Meetings Act by Publication in the Asbury Park Press on December 5, 2020 and Notice was Posted on the Borough Hall Bulletin Board, the Borough Television Channel and the Borough Website.

MAYOR DOYLE led all in the:

PLEDGE TO THE FLAG OF THE UNITED STATES OF AMERICA

MAYOR DOYLE administered the:

OATH OF OFFICE

COUNCIL MEMBERS (3 YEAR TERM):

Brian Gabriel

Lynn Pendleton

MAYOR DOYLE requested that the Clerk complete the:

ROLL CALL OF THE MAYOR AND COUNCIL AND BOROUGH PROFESSIONALS:

Mr. Baxter	Present X	Absent _____
Mr. Fumo	Present _____	Absent X
Mr. Gabriel	Present X	Absent _____
Ms. Pendleton	Present X	Absent _____
Ms. Thompson	Present X	Absent _____

Mr. Weber	Present	X	Absent_____
Mayor Doyle	Present	X	Absent_____
Borough Attorney Mr. Stieber	Present	X	Absent_____

MAYOR DOYLE opened the floor for the Council to begin:

NOMINATION(S) FOR COUNCIL PRESIDENT

Nomination of Susan Thompson for Council President,

Made by: Mr. Gabriel

Seconded by: Mr. Baxter

Motion to close Council President Nominations Made by: Mr. Baxter

Seconded by: Ms. Pendleton

Voice Vote Yes: Unanimous No _____

Voting Record for Council President:

Mr. Baxter:	Susan Thompson
Mr. Gabriel:	Susan Thompson
Ms. Pendleton:	Susan Thompson
Ms. Thompson:	Susan Thompson
Mr. Weber:	Susan Thompson

MAYOR DOYLE announced the: GOVERNING BODY LIAISONS FOR CALENDAR YEAR 2021:

Planning Board		Baxter
Police Department		Weber
Animal Control		Gabriel
Fleet Management and Maintenance		Gabriel
Municipal Facilities		Gabriel
Parks, Landscaping & Beautification		Pendleton
Streets and Roads		Gabriel

Water and Sewer		Gabriel
Community Garden		Pendleton
Cultural and Heritage Association		Pendleton
Environmental Committee		Pendleton
Garbage and Recycling		Gabriel
Board of Health		Pendleton
Chief Financial Officer		Thompson
Clerk/Registrar		Thompson
Computer Service		Thompson
Construction		Baxter
Finance and Capital Budget Committees		Thompson
Liaison to Comcast		Thompson
Purchasing		Thompson
Tax Assessor		Thompson
Tax Collector		Thompson
Zoning/Code Enforcement		Baxter
Emergency Management		Weber
Fire Department		Weber
Fire Prevention Bureau		Weber
First Aid		Weber
Municipal Court		Baxter
Prosecutor		Baxter
Public Defender		Baxter
Farmer's Market		Pendleton
Island Heights Post Office		Thompson
Liaison to Central Regional		Fumo
Liaison to Island Heights School		Fumo
Library		Fumo
Recreation		Pendleton
Quality of Life Task Force		Baxter

MAYOR DOYLE announced his:

STAFF APPOINTMENTS FOR CALENDAR YEAR 2021:

Affirmative Action Officer	Sean Asay
Clerk of Public Works (Utilities Clerk)	Penny Hagan
Code Enforcement Officer	Gary Stocco

Construction and Sub Code Official	Stephen Grenley
Deputy Code Enforcement Officer	Sean Asay
Deputy Borough Clerk	Penny Hagan
Emergency Management Coordinator	Douglas Platt
Deputy Emergency Management Coordinator	Jonathan Brodbeck
Fire Official	William Richert
Human Resources Manager	April Elley
JIF Fund Commissioner	Sean Asay
Municipal Court Administrator	Elizabeth Boettger
Deputy Court Administrator	Barbara McAteer
Deputy Municipal Finance Officer	April Elley
Newsletter Editor	April Elley
Payroll Clerk	April Elley
Plumbing Inspector	Michael Winch
Qualified Purchasing Agent	Joseph Kostecki
Purchasing Agent	April Elley
Recycling Coordinator	Oscar Cradle
Registrar of Vital Statistics	Penny Hagan
Safety Coordinator	Sean Asay
Tax Assessor	Martin Lynch
Tax Collector	Jeanette Larrison
Deputy Tax Collector	Julienne Sirico
Zoning Officer	Gary Stocco

Mayor Doyle entertained a Motion to Adopt:

Resolution 2021-01 – Approving the Foregoing Staff Appointments

Motion: Ms. Pendleton

Second: Mr. Baxter

Council Comments/Discussion: None

Voting Record:

Mr. Baxter	Mr. Fumo	Mr. Gabriel	Ms. Pendleton	Ms. Thompson	Mr. Weber	Mayor Doyle
<u>Yes</u> /No	Yes/ <u>No</u>	<u>Yes</u> /No	<u>Yes</u> /No	<u>Yes</u> /No	<u>Yes</u> /No	<u>Yes</u> /No
Abs.	<u>Abs.</u>	Abs.	Abs.	Abs.	Abs.	Abs.

MAYOR DOYLE announced his:

2021 BOARD/COMMITTEE APPOINTMENTS:

Finance Committee (One Year Term)

Mayor Doyle
David Shipman

Trustees of the Library (One Year Term)

Betsy Hyle (Chairperson)
Jayne Baumann
Ellen Columbus
Marilyn Connors
Sally Gauntt
Eva Herzog
Joyce Kaizar
Claire Kalli
Lynn Lenox
James Muller

Recreation Committee (One Year Term)

Alan Fumo (Chairperson)
Kevin Arnold
Gail Cudia
Maureen DeSanto
Elaine DeFonzo
Diane Dellarocca
Christine Gabriel
Kara Lovell
Robert MacNeal
Sandra Snow
Pasquale Zicchinelli

Environmental Committee (One Year Term)

Tara Church (Chairperson)
Sandra Blain-Snow
Sophia Church
Beth Francis
Stephanie Fumo
Tanara Hall
Margaret Laratta
Zdenka Karas
Pamela Rolfe
Lucy Scheer
Jacquelyn Theile

Board of Health (Three Year Term)

Joann Moy (Chairperson and Secretary)
Pat Bailey
Lisa Brosnan
Claire Cagney

William DiStanislao
Fran Gajano
Karen Kier

Mayor Doyle entertained a Motion to Adopt:

Resolution 2021-02 – Approving the Foregoing 2021 Board/Committee Appointments

Motion: Ms. Thompson
Second: Ms. Pendleton

Council Comments/Discussion: None

Voting Record:

Mr. Baxter	Mr. Fumo	Mr. Gabriel	Ms. Pendleton	Ms. Thompson	Mr. Weber	Mayor Doyle
<u>Yes/No</u>	Yes/No	<u>Yes/No</u>	<u>Yes/No</u>	<u>Yes/No</u>	<u>Yes/No</u>	<u>Yes/No</u>
Abs.	<u>Abs.</u>	Abs.	Abs.	Abs.	Abs.	Abs.

MAYOR DOYLE announced the:

APPOINTMENT OF BOROUGH PROFESSIONALS PURSUANT TO BOROUGH CODE CHAPTER 2-42:

Borough Attorney	Citta, Holzapfel and Zabarsky
Borough Attorney (Conflict)	Coronato Law
Borough Attorney (Tax Appeals)	Chris Connors (D.M.M.U.K.C)
Borough Auditor	Robert Hulsart
Borough Bond Counsel	Fleishman – Daniels Law Offices, LLC
Borough Engineer	O'Donnell, Stanton & Associates
Borough Engineer (Special Projects)	CME – Professional Engineers
Borough Fee Accountant	Antonides & Simone
Borough Prosecutor	Elizabeth Leahey
Borough Prosecutor (Alternate)	Bonnie Peterson
Borough Public Defender	Rumpf Law
Borough Public Defender (Alternate)	Denis Kelly

Mayor Doyle entertained a Motion to Adopt:

Resolution 2021-03 – Approving the Foregoing 2021 Borough Professional Appointments

Motion: Mr. Baxter
Second: Ms. Thompson

Council Member Comments/Discussion: None

Voting Record:

Mr. Baxter	Mr. Fumo	Mr. Gabriel	Ms. Pendleton	Ms. Thompson	Mr. Weber	Mayor Doyle
<u>Yes/No</u>	Yes/No	<u>Yes/No</u>	<u>Yes/No</u>	<u>Yes/No</u>	<u>Yes/No</u>	<u>Yes/No</u>
Abs.	<u>Abs.</u>	Abs.	Abs.	Abs.	Abs.	Abs.

MAYOR DOYLE introduced the Resolutions on the:

REORGANIZATION CONSENT AGENDA:

- | | |
|--------------------|--|
| Resolution 2021-04 | Authorizing the Tax Collector to Conduct an Electronic Tax Lien Sale |
| Resolution 2021-05 | Authorizing the Tax Collector to Cancel Tax and Utility Balances of Less Than \$10.00 |
| Resolution 2021-06 | Setting the Interest Rate Charged on Delinquent Water and Sewer Charges (Post Medical Emergency) |
| Resolution 2021-07 | Setting the Interest Rate Charged on Delinquent Taxes |
| Resolution 2021-08 | Authorizing Certain Signatures on Borough Checks |
| Resolution 2021-09 | Authorizing all Full Time and Part Time Hourly Borough Employees to be Paid Every Two (2) Weeks |
| Resolution 2021-10 | Designating the Official Publications of the Borough |
| Resolution 2021-11 | Authorizing the Mayor to Execute all Grant Applications on Behalf of the Borough |
| Resolution 2021-12 | Adopting a Cash Management Plan for Calendar Year 2021 |
| Resolution 2021-13 | Authorizing the Tax Assessor to Act As the Agent for the Taxing District |
| Resolution 2021-14 | Designating Lynn Pendleton as the Representative of the Borough Council on the Island Heights Planning Board |

Mayor Doyle entertained a Motion to Adopt all of the Resolutions on the Reorganization Consent Agenda:

Motion: Mr. Gabriel
Second: Ms. Thompson

Council Member Comments/Discussion: None

Voting Record:

Mr. Baxter	Mr. Fumo	Mr. Gabriel	Ms. Pendleton	Ms. Thompson	Mr. Weber	Mayor Doyle
<u>Yes</u> /No	Yes/ <u>No</u>	<u>Yes</u> /No	<u>Yes</u> /No	<u>Yes</u> /No	<u>Yes</u> /No	<u>Yes</u> /No
Abs.	<u>Abs.</u>	Abs.	Abs.	Abs.	Abs.	Abs.

Mayor Doyle entertained a:

Motion for:

ADJOURNMENT

Meeting Adjourned by Unanimous Consent at 7:16 PM

Respectfully Submitted,

**Sean Asay
Borough Clerk**

PLEASE CALL TO CONFIRM MEETINGS

Items of Interest:

- ❑ The **Island Heights Mayor and Council** regularly scheduled meeting is Tuesday, February 9, 2021 at 7:00 PM held at the Island Heights Grade School, 115 Summit Avenue, Island Heights.
- ❑ The **Island Heights Planning Board** regularly scheduled meeting is Thursday, February 11, 2021 at 7:00 PM held at the borough hall.
- ❑ The **Island Heights Environmental Committee** regularly scheduled meeting is Wednesday, March 18, 2020 at 7:00 PM held at the borough hall.
- ❑ The **Island Heights Mayor and Council** regularly scheduled meeting is Tuesday, February 23, 2021 at 7:00 PM held at the Island Heights Grade School, 115 Summit Avenue, Island Heights.

AT THIS TIME PLEASE CALL TO CONFIRM OFFICE HOURS.

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; Fire Official, Construction and Municipal Court are open Monday evening 6:00 PM until 8:00 PM. The Tax Assessor is available by appointment only. Please call the borough hall at (732) 270-6415 for days and times of offices not listed above.

mayorcouncil@islandheightsboro.com

April D. Elley, Newsletter Editor (732) 270-6415