

Mayor and Council Newsletter

Borough of Island Heights
One Wanamaker Municipal Complex
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Official Council Meeting Minutes

December 14, 2021

MAYOR DOYLE read the following:

This Regular 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 and the Star Ledger on December 5, 2020 and Notice was Also Posted on the Bulletin Board in the Municipal Building, on 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 requested the:

ROLL CALL OF THE MAYOR AND COUNCIL:

Council Member Baxter	Present	X	Absent_____
Council Member Fumo	Present	X	Absent_____
Council Member Gabriel	Present	X	Absent_____
Council Member Pendleton	Present	X	Absent_____
Council President Thompson	Present	X	Absent_____
Council Member Weber	Present	X	Absent_____
Mayor Doyle	Present	X	Absent_____
Borough Attorney Mr. Zabarsky	Present	X	Absent_____

MAYOR DOYLE introduced the:

REPORT OF THE MAYOR'S SPECIAL COMMITTEE ON POLICE PROMOTIONS:

Council Member Baxter – Chairperson:

Mr. Baxter explained the screening process that was used by the Committee and that the Committee Members were unanimous in their recommendation that Officer Caruso be promoted to the rank of Sergeant.

Resolution 2021-178 Approving the Promotion of Officer Stephen Caruso to the Rank of Sergeant with an Effective Date of December 11, 2021

Motion: Mr. Baxter
Second: Mr. Weber

Council Member Comments/Discussion: Mayor Doyle explained that this will be the first time in twenty-five years that our Police Department will have more than one supervisor. He said that this provides a necessary chain of command and provides for supervisory coverage on all shifts and reduces call out overtime.

Voting Record:

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

MAYOR DOYLE completed the:

SWEARING IN OF SERGEANT STEPHEN CARUSO

MAYOR DOYLE introduced the:

APPROVAL OF PRIOR MEETING MINUTES

Resolution 2021-179 Approving the Proposed Minutes for the Regular Meeting Conducted on November 9, 2021

Motion: Ms. Thompson
Second: Mr. Fumo

Comments/Discussion: None

Voting Record:

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

MAYOR DOYLE introduced the:

RESOLUTIONS – CONSENT AGENDA

Resolution 2021-180 Authorizing the Construction Official to Waive Permitting Fees for the Construction of a New Fire Station for the Benefit of the Residents of the Borough in Keeping with N.J.S.A. 52:27D-126b

Motion: Mr. Weber
Second: Mr. Fumo

Resolution 2021-181 Authorizing the Hiring of Gerard Sinnott, Jr. as a Part Time - Class II - Police Officer for the Island Heights Police Department at an Hourly Rate of \$14.00 with an Effective Date of December 11, 2021

Motion: Mr. Weber
Second: Mr. Fumo

Resolution 2021-182 Approving the Application of the Kiwanis Club of Toms River to Conduct the River to Bay 5K in the Borough on May 7, 2022 from 6:00 AM to 12 Noon (By Title)

Motion: Ms. Thompson
Second: Mr. Weber

Resolution 2021-183 Authorizing the Hiring of Jeremy Kuipers as a Part Time Inspector (Construction and Electrical) in the Island Heights Construction Office at an Hourly Rate of \$35.00 with an Effective Date of December 11, 2021

Motion: Mr. Fumo
Second: Ms. Thompson

Resolution 2021-184 Authorizing the Transfer of Funds Between Appropriations Contained in the 2021 Island Heights Municipal Budget

Motion: Mr. Baxter
Second: Ms. Pendleton

Resolution 2021-185 Authorizing the Mayor and the Borough Clerk to enter into a Contract for the Resurfacing of the Memorial Field Basketball Court with Nickolaus Construction in an Amount Not to Exceed \$9,600.00 (By Title)

Motion: Ms. Pendleton
Second: Ms. Thompson

- Resolution 2021-186 Authorizing the Cancellation of Property Taxes and the Refund of a Property Tax Overpayment on Block 42 - Lot 2 – 168 West End Avenue to Mark Caudillo
- Motion: Mr. Weber
Second: Mr. Fumo
- Resolution 2021-187 Approving the Closing of a Portion of Ocean Avenue on December 24, 2021 Between the Hours of 4:30 PM and 6:00 PM for an Outdoor Service to be Conducted by the United Methodist Church of Island Heights (By Title)
- Motion: Ms. Pendleton
Second: Mr. Fumo
- Resolution 2021-188 Authorizing the Refunding of a Road Opening Bond to Block 37 – Lot 2.12 – 273 Summit Avenue – William Distanislaio and C. McDevitt in the Amount of \$1,500.00
- Motion: Ms. Thompson
Second: Mr. Weber
- Resolution 2021-189 Authorizing the Mayor and the Borough Clerk to Enter Into a Shared Service Agreement with the Ocean County Prosecutors Office for the 2021/22 Driving While Intoxicated (DWI) Grant Program
- Motion: Mr. Weber
Second: Mr. Fumo
- Resolution 2021-190 Authorizing the Mayor and the Borough Clerk to Enter Into a Shared Services Agreement with the Ocean County Prosecutors Office for the 2021/22 Drug Recognition Expert (DRE) Grant Program
- Motion: Ms. Pendleton
Second: Mr. Baxter
- Resolution 2021-191 Expressing the Gratitude of the Mayor and Council to Gary Stocco for his work in 2020 and 2021 in Organizing and Reopening the Borough Construction Office and for his Tremendous Leadership in the Areas of Code Enforcement and Zoning for the Borough

Motion: Ms. Pendleton

Second: Mr. Baxter

Comments/Discussion by Council Members of Items on the Consent Agenda:

Mayor Doyle commented that as to 2021-191, Mr. Stocco presented to the Mayor and Council the concept of returning the Construction Office to the Borough and he ultimately did much of the work to make it a reality. In addition, he continues his work on code enforcement and quality of life issues for the Borough and he deserves this recognition.

Ms. Thompson expressed her agreement with the Mayor’s sentiments and said that in her recent conversations with our Tax Assessor, he commended the improved flow of information from our Construction Office which allows the Assessor to assure that changes or improvements to properties are properly credited.

Mr. Gabriel questioned as to 2021-187 whether Ocean Avenue is a County Road.

Mayor Doyle explained that the bulk of Ocean Avenue is a County Road and the matter has been discussed with the County Engineer and Mr. Asay will be submitting the required form to the County for the temporary road closure.

Comments/Discussion from the Floor on Items on the Consent Agenda:

None

Mayor Doyle entertained a:

Motion for Adoption of all of the Resolutions on the Consent Agenda:

Motion: Ms. Thompson

Second: Ms. Pendleton

Voting Record:

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

Note: Mr. Gabriel abstained as to 2021-180

MAYOR DOYLE introduced the:

BILL LIST AND PROCUREMENTS

Resolution 2021-192

Approving Payment of all of the Items on the Bill List Submitted by the Purchasing Agent

Motion: Ms. Thompson
Second: Mr. Fumo

Discussion/Comments: None

Voting Record:

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

Mayor Doyle introduced the:

DISCUSSION & PRIVILEGE OF THE FLOOR (Public Comment):

Bob MacNeal – Explained that he believes that the Borough’s Tree Ordinance applies to the preparation of lots for the construction of new buildings and that the Ordinance is not being applied or enforced correctly.

Mr. Asay said the Ordinance has never been interpreted by the Construction or Zoning Officials as being applicable in the case of new construction on a lot where there are no existing structures.

Mr. Zabarsky said that he concurs with the interpretation of the Construction and Zoning Officials that the Tree Ordinance exempts new construction specifically.

George Thompson – He indicated that he agrees with Mr. MacNeal’s interpretation of the Tree Ordinance and that it should apply to new construction.

John Pendleton - He asked whether residents were permitted under the Tree Ordinance to cut down one tree per year without a permit.

Mayor Doyle said that all covered tree removals require a permit.

Mr. Fumo said that he believes that more education and outreach are needed with regard to the Tree Ordinance as he believes that many residents are not aware of the existence of the Tree Ordinance and that they may be removing trees without even knowing that they need to get a permit for such activity.

Mayor Doyle added that the Borough’s Code Enforcement Office has been proactive in enforcing the Tree Ordinance and that there have been many cases of tree removals being stopped as they lacked permits and were not justified under the Ordinance.

Mayor Doyle and Ms. Thompson agreed that the Tree Ordinance would be reviewed next year to assure the proper application and interpretation of the Ordinance. In addition, the Tree Ordinance will be reviewed to see if it needs to be amended.

GOVERNING BODY REPORTS

Mayor Doyle – Despite the continuing headwinds of COVID as it relates to labor shortages and supply chain issues, the Borough has managed to accomplish the goals that we set for this year and more. He read through a list of accomplishments of the Governing Body and Borough Staff for 2021:

Public Works – Facilities

New Swings at Memorial Playground
New Permanent Pickleball Nets
Additional new recreation equipment for adults and children that will be installed in the spring
Restoration of the Wanamaker Gazebo
New Van Sant Park with Gaming Table
Tennis Court Lighting Repaired
Borough Garage Ceiling Repaired
New Leaf Collection area created
Two new flag poles installed, the Borough Flag is displayed in front of Borough Hall
Council Chamber renovated including new carpet, ceiling, paint and Borough Seal
Post Office Building – New carpet and lighting

Public Works - Infrastructure

Paving completed on Garden, Lake and West End Avenues
Ocean and River Avenues paved by the County
New Flapper valves installed and drainage improved on River Avenue
Concrete street markers painted
New Mason Dump Truck ordered for DPW
New trees planted throughout the Borough
New sidewalks on Central, Lake and Simpson Avenues creating a safe walking route to our Elementary School
New Lanterns installed at the entrance to the Wanamaker Complex

Water/Sewer System

Dehumidification System installed at Water Plant
New water main installed to service the Holly Ave./Lake Drive area
New Fire Hydrants installed and painted throughout the Borough
Water Tower Power washed to maintain the painted surface

Borough Administrative Office

New Server and Software Upgrades at the Borough Office
Preservation and Reorganization of the Borough's Archive Records
Construction and Zoning Offices operating efficiently and offering excellent customer service

Board of Health

Two clinics conducted for COVID and Flu Vaccines

Vaccine Chasers found appointments for all Borough residents who needed them
Appointments were made available at the County vaccination site for special needs residents

Police Department

Accreditation process underway, 50% completed
Renovation and painting of the building interior and a new shower for staff installed
Increased speed limit and quality of life enforcement
Speed studies conducted on two major roads
Department now has a Certified traffic safety officer
With the promotion this evening of Officer Caruso, the Department now has a second supervisor and an established chain of command for the first time in more than twenty-five years
Community Interaction – Bicycle safety events and the helmet for ice cream reward program,
Law Enforcement Against Drugs (Lead) for school age children, Christmas program with a visit a from Santa and the toy drive with dozens of toys collected

Recreation Committee

Ran a full summer recreation program that included arts and crafts, games and sports
Three Movie nights at Wanamaker Field
Easter Egg Hunt
Pumpkin Patch
Christmas tree lighting

Personnel/Staffing

No attrition of full-time staff in 2021
Two of our part time employees were found full time positions with other government agencies
We continue to emphasize training and other advancement opportunities for our part time staff

First Aid Squad

Building exterior power washed and painted, new sign installed
New shower facility to be completed by the end of the year
New ambulance placed into service

Fire Department

Assisted the Fire Company with obtaining bank loan commitments for new building construction

Committed and Planned for 2022

Restoration of the Basketball and Tennis Courts - Contracts awarded
Paving and Restoration of Bay, Camp Walk, Dirmitt, East End, Highland and Thomas Avenues
Construction to begin on our new Fire Station

Ms. Thompson – Borough Recreation Badges are available at the Borough Administration Office; the price is \$20.00 per badge until April 30th. Our new cat and dog registration tags have been delayed by supply chain issues but they should be available after January 15th.

Our Post Office ran out of stamps recently and had none to sell for about two days. Mayor Doyle contacted Congressman Kim's Office and they were able to resolve the situation and get a shipment of stamps to our Post Office. Our thanks to the Mayor and our Congressman for the swift resolution.

Ms. Pendleton - The New Jersey and Ocean County Boards of Health want everyone to know that Covid vaccinations and booster shots will be available tomorrow, December 15 at Walmart at 950 Rt. 37 W. from 11 am to 5 pm on a first come, first serve basis, no appointment necessary. You are eligible for your booster if you received your second Pfizer or Moderna shot 6 months ago or your Johnson & Johnson shot 2 months ago. Regardless of which shot you first received, you have a choice of receiving either Moderna, Pfizer or Johnson & Johnson boosters.

Now more than ever, with the surge in cases nationwide and particularly in New Jersey, driven by the Delta and Omicron variants, it is vitally important to be vaccinated. If you unfortunately contract the virus with a breakthrough case, you are less likely to have a severe case or require hospitalization when vaccinated and don't forget to get your flu shot this year.

I am Happy to report that the cement gaming table and stools have been installed at the new Van Sant Park, big thanks to the DPW for their work on getting this done. The sign marking the new park as "Van Sant Park" is finished and should be installed shortly. Our plan is to install two (2) park benches in the new park. After the first of the year, we will announce the details for donating to, or individually dedicating a park bench.

Mr. Weber – Santa Claus will tour the Borough on Sunday, 12/19/21, starting at about 3:30 PM, you will be able to track him on the Fire Company Facebook page. Former Fire Chief, George Steer passed away recently, we send our condolences to his family and the Members of our Fire Company.

Mr. Fumo – Long time Elementary School Nurse – Judy Mekles – is retiring, she will be missed and we thank her for her service to our young people for many years. The Elementary School winter break will start on 12/23. The Elementary School chorus performed at our Police Christmas event and the Chess Club will soon be back in action.

Mr. Baxter – He highlighted some portions of the Year End Report from our Code and Construction Office and asked that the report be cited in the Meeting Minutes in its entirety, the Report was prepared by Gary Stocco:

**Code Enforcement / Construction Activity Update
Year End 2021**

Certificates of Occupancy: 2021:

73: Certificate of Occupancy Applications (as of 12-13-2021)
48: Sales
25: Rentals

Fees Received: \$7,300.00

Zoning Applications Received: (As of 12-13-21)

66: Zoning Applications Were Received

5 New Homes are being constructed

(12) New Homes in Siddons court are planned in 2022 along with at least 3 others proposed that are under review. There is also a commercial office building planned on the corner of Central and Lake Avenues which has received previous approval from the land use board.

Zoning Fees Received: \$6,600.00

As most of you are aware, the governing body decided to end our shared services agreement with Toms River Township Building Department on July 1, 2020. Beginning on that date, we opened the Island Heights Construction Office to better the serve the residents and local contractors of our town. The timing could not have been better with most people home due to Covid restrictions making upgrades and improvements to their homes. Additionally, we have had an influx of new residents purchasing homes and property in town and as well as building new homes on vacant land. The construction office as of 12-13-2021 has performed the following:

Permits Issued:	178 compared to last year (70 in 2020)
Construction Costs:	\$4,282,139.00 compared to \$2,248,075.00 (2020)
Permit Fees:	\$72,736.00 compared to \$27,140.00 (2020)
Penalties / Fines	\$10,700.00 for non- compliance. \$4,000.00 collected to date

Total Inspections: 628

- a. Building: 170
- b. Plumbing: 142
- c. Electrical: 180
- d. Fire: 45
- e. Mechanical: 91

The code office has and will continue to strictly enforce recreation badges at all of our waterfront, docks and parks. We have sold over 1,200 badges for the year with revenue over \$22,000.00.

Mr. Gabriel – Public Works has been preparing our buildings for winter, including a new ceiling and insulation at our Garage Building. Staff have been our picking up leaves and preparing our docks for winter with ice eaters.

Mr. Zabarsky thanked the Mayor and Council for allowing him to serve as counsel this year and wished all a happy and safe New Year.

Mr. Asay advised the Mayor and Council that he has successfully passed the State of New Jersey Municipal Clerks Exam, when the Mayor and Council convenes next year, he will be a Registered Municipal Clerk. He thanked the Mayor and Council for their support and for allowing him to serve as the Acting Clerk while he was in training. He wished the Mayor and Council a Merry Christmas and a Happy New Year.

Mayor Doyle the Council and all of the attendees and our residents a Merry Christmas and a Happy and Safe New Year.

The Mayor and Council will meet on January 3, 2022 at 7 PM for their Reorganization and Regular Meetings.

The meeting was Adjourned by unanimous consent at 7:55 PM.

Respectfully Submitted,

**Sean Asay, RMC
Borough Clerk**

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.

purchasingagent@islandheightsborough.gov
April D. Elley, Newsletter Editor (732) 270-6415