

January 3, 2017
REORGANIZATION/REGULAR MEETING

The reorganization meeting of the Mayor and Council of the Borough of Bay Head was held on Monday, January 3, 2017 at 7:00 PM in the Bay Head Fire House, 81 Bridge Avenue, Bay Head, New Jersey.

Mayor Curtis called the meeting to order and welcomed everyone. He asked everyone to stand and join with her in the Pledge of Allegiance to the Flag.

Mayor Curtis read the following statement:

Ladies and gentlemen, pursuant to the applicable portions of the New Jersey Open Public Meetings Act, adequate notice of this meeting has been given. This meeting was published in *The Ocean Star*, December 16th and posted on the bulletin board at the Municipal Office located at 106 Bridge Avenue, Unit 2 on December 12, 2016

The roll was called for attendance. Present were Mayor Curtis and Councilmembers Green, Hein, Barnes, Glass, Magory, Lyons and Robin La Bue, Esq. covering for Borough Attorney, Jean Cipriani.

Robin La Bue, Esq. administered the Oath of Office to the following:

Douglas J. Lyons, Councilmember
Robert Hein, Councilmember

Robin LaBue, Esq. administered the Oath of Office to the following:

Bruce Sutphen, Fire Chief
Steve Fitzpatrick, Assistant Fire Chief
Jeff Brendel, Fire Captain

Mayor Curtis: I would like to thank all of you for what you do for Bay Head. Also a special thank you to outgoing Chief Joe Todisco.

Councilmember Glass moved to elect Councilmember Green as Council President for the year 2017. This motion was seconded by Councilmember Lyons and passed on roll call vote: YEAS: Green, Hein, Barnes, Glass, Magory, Lyons. NAYS: None.

Mayor Curtis made the following appointments to Council Standing Committees for 2017. The first person is Chairman.

Parks, Grounds & Rec	<u>GREEN</u> , Hein, Glass
Legal and Planning	<u>BARNES</u> , Lyons, Magory
Public Services	<u>HEIN</u> , Glass, Barnes
Public Safety	<u>GLASS</u> , Lyons, Barnes
Public Works	<u>MAGORY</u> , Green, Hein
Finance	<u>LYONS</u> , Magory, Green

Councilmember Green moved to approve Mayor’s appointments of the 2017 Standing Committee and Chairpersons. This motion was seconded by Councilmember Hein and passed on roll call vote: YES: Green, Hein, Barnes, Glass, Magory, Lyons. NAYS: None.

Mayor Curtis made the following appointments to the Planning Board:

Class IV	William Furze	Four year term
Class IV	Mark Durham	Four year term
Class IV	Thomas S. Charlton	One year term

Councilmember Magory moved to appoint Councilmember Hein as Council’s representative to the Planning Board. The motion was seconded by Councilmember Glass and passed on roll call vote: YEAS: Green, Hein, Barnes, Glass, Magory, Lyons. NAYS: None.

Mayor made the following appointments to the Environmental Commission:

Dan Paulus	Three year term
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Councilmember Green moved to approve Mayor’s appointments to the Environmental Commission. The motion was seconded by Councilmember Magory and passed on roll call vote: YEAS: Green, Hein, Barnes, Glass, Magory, Lyons. NAYS: None.

Councilmember Glass moved to appoint Councilmember Green as Council’s representative to the Environmental Commission. The motion was seconded by Councilmember Lyons and passed on roll call vote: YEAS: Green, Hein, Barnes, Glass, Magory, Lyons. NAYS: None.

Councilmember Glass moved to approved the regular minutes of December 5, 2016. The motion was seconded by Councilmember Barnes and passed on roll call vote: YEAS: Green, Hein, Barnes, Glass, Magory, Lyons. NAYS: None.

Mayor Curtis read the attached Proclamation commemorating the Borough of Bay Head School Choice Week – January 22-28, 2017.

Mayor Curtis appointed Kenneth C. Seals as a member to the Bay Head Fire Company.

Mayor Curtis called for Reports of Standing Committees.

Councilmember Hein, Public Services, read the Zoning Officer and Construction Official reports for the month of December. Bart Petrillo retired at the end of 2016.

Energy Aggregation submitted numbers as of October 2016. There are 653 active households signed up for the coop receiving a 5% savings – which totals \$35,954.00. This works out to be roughly \$55.00 per household. The program is working as advertised.

Councilmember Barnes, Legal and Planning, had no report.

Councilmember Glass, Public Safety, read the Police, Fire Company and OEM report for the month of December. A copy of the report is attached to these minutes.

OEM Tip of the Month:

Resolve to be Ready in 2017:

Be Informed – Download the FEMA App –

<https://www.fema.gov/mobile-app>

Subscribe to social media - @femaregion2

Make a Plan – <https://www.ready.gov/make-a-plan>

Build a Kit – <https://www.ready.gov/build-a-kit>

Get Involved – <https://www.fema.gov/community-emergency-response-teams>

<https://www.ready.gov>

Councilmember Magory, Public Works: We are very busy on the new building going through the punch list. We are also working with each of the agencies we are required to get approval from. The new building means a lot to me as well as Council and our employees. The completion will move all of us forward. With the help of Bob Hein, four defibrillators have been purchased for the new building. We are also finalizing the telephone and IT service to the building.

Mayor Curtis: DOT is working on the four traffic lights on Main Avenue – Route 35. They are installing modern traffic devices.

The I-beams are also being removed at the end of Mount Street next week. All wires will be under Scow Ditch to the Pump Station in Centennial Park. We are also trying to have DOT work with JCP&L to remove the pole at the bridge on Mount and place those wires underground.

Councilmember Hein: All of this hinges on DOT – JCP&L is ready to help.

Mayor Curtis: Traffic will be blocked on Lake Avenue when the work is in progress.

Councilmember Lyons, Finance: We have closed our books for 2016 and rolled the system. We are presently operating on a Temporary Budget until we finalize and adopt our 2017 Budget in a few months.

Councilmember Green, Parks, Grounds and Recreation: This evening we are going to focus on the Bay Head Environmental Commission. They are very hard working and if you have an

interest to attend or serve their meetings are the 2nd Tuesday of the month at 5:30 pm at 106 Bridge Avenue.

Our website has been updated and excellent information has been posted including recent water quality report. I would like to thank all the members for their hard work.

Councilmember Green introduced Dan Paulus, Chairman of the Environmental Commission and Tom Charlton, Co-Chair to the Mayor's Wellness Committee and member to the Environmental Commission.

Mr. Paulus and Mr. Charlton presented an award the commission received to the Mayor and Council.

The award was Bronze Status from Sustainable Jersey Program.

Mr. Paulus: The application required a lot of documentation and targeted environmental concerns. The purpose is to get you thinking how things are done in the town and municipality – to ask questions of yourself.

Mayor Curtis: The award was at the League of Municipalities Conference. Tom Charlton, Vera Jones and Char Charlton attended.

Mr. Charlton: The award is base on getting points – $\frac{3}{4}$ of the work had been done by this community and Vera Jones and Wini Applegate – we just documented it. I would also like to express thanks to our Public Works Department for all the work they do.

Mayor Curtis called for Ordinance, First Reading.

Councilmember Barnes offered Ordinance 2017-01 entitled:

**AN AMENDMENT TO ORDINANCE 2016-09
ESTABLISHING SALARY, WAGES, HOLIDAYS,
SICK LEAVE, VACATIONS AND OTHER BENEFITS
OF EMPLOYMENT OF CERTAIN OFFICIALS AND
EMPLOYEES OF THE BOROUGH OF BAY HEAD,
OCEAN COUNTY, NEW JERSEY FOR THE CALENDAR
YEARS 2016 THROUGH 2019**

Councilmember Barnes moved this ordinance on first reading, which motion was seconded by Councilmember Hein.

The motion passed on roll call vote. YEAS: Green, Hein, Barnes, Glass, Magory, Lyons. NAYS: None. A copy of this ordinance is attached to these minutes.

Mayor Curtis called for New Business and Resolutions.

The following resolutions were presented as a consent agenda:

Councilmember Barnes offered Resolution 2017-01 appointing Jean L. Cipriani, Esq. as Municipal Attorney.

Councilmember Hein offered Resolution 2017-02 appointing Robert A. Hulsart as Municipal Auditor.

Councilmember Green offered Resolution 2017-03 appointing Jeffrey R. Surenian, Esq. as Special Counsel, COAH.

Councilmember Lyons offered Resolution 2017-04 appointing Bonnie Peterson, Esq. as Municipal Prosecutor.

Councilmember Magory offered Resolution 2017-05 appointing Victoria R. Emanuele, Esq. as Alternate Prosecutor.

Councilmember Glass offered Resolution 2017-06 providing dates of Borough Council meetings and designating official newspapers.

Councilmember Barnes offered Resolution 2017-07 fixing the rate of interest to be charged on delinquent taxes or assessments.

Councilmember Hein offered Resolution 2017-08 appointing Municipal Search Officers.

Councilmember Green offered Resolution 2017-09 authorizing the Tax Assessor to file an assessor's appeal to correct certain errors made on assessments.

Councilmember Lyons offered Resolution 2017-10 authorizing certain people to sign Borough checks.

Councilmember Magory offered Resolution 2017-11 approving the Cash Management Plan of the Borough of Bay Head.

Councilmember Glass offered Resolution 2017-12 authorizing cancellation of minimal balances and overpayments.

Councilmember Barnes offered Resolution 2017-13 authorizing the cancellation of miscellaneous charges and outstanding checks.

Councilmember Hein offered Resolution 2017-14 permitting Pre-Payment of certain items.

Councilmember Green offered Resolution 2017-15 approving Temporary Budget for 2017.

Councilmember Lyons offered Resolution 2017-16 appointing Roberta A. Burze, Esq. as Public Defender.

Councilmember Magory offered Resolution 2017-17 appointing Carmine R Villani, Esq. as Alternate Public Defender.

Councilmember Glass offered Resolution 2017-18 requiring direct deposit of payroll checks.

Councilmember Barnes offered Resolution 2017-19 appointing Joy Bragen-Edly as Recycling Coordinator.

Councilmember Hein offered Resolution 2017-20 authorizing the execution of a Shared Services Agreement between the Borough of Bay Head and the Township of Freehold for Information Technology Services.

Councilmember Green offered Resolution 2017-21 appointing John R. LeCompte, Engineer.

Councilmember Lyons offered Resolution 2017-22 providing for salaries and compensation of the Police Chief, Robert Hoffman for 2017.

Councilmember Magory offered Resolution 2017-23 providing for salaries and compensation of the Police Department of the Borough of Bay Head.

Councilmember Glass offered Resolution 2017-24 providing for salaries and compensation of Borough Officials and Employees for 2017.

Councilmember Barnes offered Resolution 2017-25 authorizing the execution of an Employment Agreement with William Antonides, Jr. as Chief Financial Officer.

Councilmember Hein offered Resolution 2017-26 amending Salary Resolution 2015-92 authorizing the execution of a Schedule "C" Agreement with the County of Ocean Road Department.

Councilmember Green moved the consent agenda resolutions be approved. The motion was seconded by Councilmember Glass and passed on roll call vote: YEAS: Green, Hein, Barnes, Glass, Magory, Lyons. NAYS: None. A copy of each resolution is attached to these minutes.

Mayor Curtis opened the meeting for Public Discussion.

There being no comments Councilmember Lyons moved to approve the vouchers for payment, which motion was seconded by Councilmember Green and passed on roll call vote. YEAS: Green, Hein, Barnes, Glass, Magory, Lyons. NAYS: None. A list of the vouchers is attached to these minutes.

There being no further comments the meeting was adjourned.

Patricia M. Applegate, Municipal Clerk

William W. Curtis, Mayor

