

The **April 13, 2015** meeting of the Borough Council of the Borough of Spring Lake Heights, Monmouth County, New Jersey, was called to order by Mayor Gavino Maccanico at 7:30 p.m. in the Frank E. Adams Municipal Building.

Present:

Mayor Gavino Maccanico  
Councilman Christopher Campion, Jr.  
Councilwoman Sara King  
Councilman Thomas O'Brien  
Councilman James Shuler  
Councilman Thomas Vorbach

Absent:

Councilman Christopher Tienken

Also Attending:

Janine Gillis, Borough Clerk  
Gary McLean, Esq., Borough Attorney

**7:30 pm EXECUTIVE SESSION - Resolution No. R2015-61**

- Personnel - Borough Administrator, Borough Clerk

On a motion by Mr. Shuler, seconded by Mrs. King, Resolution R2015-61, authorizing an Executive Session was adopted without objection. The public meeting was recessed at 7:31 p.m. and the Executive Session convened in the Conference Room.

**8:00 p.m. - PUBLIC SESSION**

**1. CALL TO ORDER ▪ SILENT REFLECTION ▪ PLEDGE OF ALLEGIANCE**

Present:

Mayor Gavino Maccanico  
Councilman Christopher Campion, Jr.  
Councilwoman Sara King  
Councilman Thomas O'Brien  
Councilman James Shuler  
Councilman Thomas Vorbach

Absent:

Councilman Christopher Tienken

Also Attending:

Janine Gillis, Borough Clerk  
Gary McLean, Esq., Borough Attorney  
Joseph J. Delaney, Borough Administrator  
John Barrett, PM Consultants

- 2. STATEMENT OF COMPLIANCE** - The Clerk reported the meeting was being conducted pursuant to the requirements of the N.J. Open Public Meetings Act with notice included in the annual notice of meetings sent to the Coast Star and Asbury Park Press; posted on the bulletin board in the Municipal Building and on the Borough website.
- 3. APPROVE AGENDA** - Mayor Maccanico requested that Resolution 2015-70, Appointing Borough Clerk & Resolution 2015-71, Appointing Deputy Borough Clerk need to be added to the agenda.

On a motion by Mr. Campion, seconded by Mr. O'Brien, the agenda was approved with the addition of Resolution 2015-70 & Resolution 2015-71, by the following vote:

Ayes: Mr. Campion, Mrs. King, Mr. O'Brien, Mr. Shuler, Mr. Vorbach

Nays: None      Absent: Mr. Tienken

**4. APPROVE MINUTES – March 23, 2015**

On a motion by Mrs. King, seconded by Mr. O'Brien, the minutes of March 23, 2015 were approved by the following vote:

Ayes: Mrs. King, Mr. O'Brien, Mr. Vorbach

Abstain: Mr. Campion and Mr. Shuler

Nays: None      Absent: Mr. Tienken

**5. PRESENTATIONS - None**

**6. SCHEDULED PUBLIC HEARINGS - None**

## 7. PUBLIC COMMENT (Agenda items only)

There were no public comments presented. On a motion by Mrs. King, seconded by Mr. Shuler, the public comment period was closed without objection.

## 8. DISCUSSION ITEMS

- Budget Review Schedule, Councilman O'Brien stated that the council had a few versions of the budget, there were a few items that still needed some discussion. Councilwoman King suggested that a budget workshop be scheduled giving all members of council to be present, all council members agreed. A meeting date of April 20, 2015 at 7:00 pm was scheduled. Councilman O'Brien announced to the public that the meeting is open to the public and invited all to attend.
- **Ordinance – Establishing Recreation Program Fees**

Councilman Campion asked what the change was; Mr. Delaney explained that in paragraph B non resident fee allowing for a 50% difference in the camp fee. Councilman Campion if Councilman Tienken was involved in the change, Mr. Delaney replied yes. Councilwoman King asked what the starting age is for attending the summer camp, Mr. Delaney wasn't sure but Councilman O'Brien stated based on his own children he remembers it as kindergarten. Councilwoman also inquired about bus trips, based on previous years ticket sales were not great. Mr. Delaney replied that was correct but that the language in the ordinance allows for trips but none are presently scheduled. Councilman O'Brien asked if the recreation budget is funded by the fees, Mr. Delaney replied yes with the exception of the salary for the recreation director, Mr. Delaney stated that ultimately the goal is to break even.

Mayor Maccanico asked Attorney McLean if this could be introduced tonight, he suggested introducing at the next meeting.

- **Ordinance – Establishing Deputy Tax Collector Position**

Mayor Maccanico announced that the borough has a need for this position, he asked Mr. Delaney to explain. Mr. Delaney stated that at previous executive session there was a consensus to move forward with this position. He went on to say that the office was restructured with a part time CFO and tax collector. Since that time, one of our full time staff has been performing the day to day duties of that position and has since received the certification.

Mayor Maccanico also asked that this be placed on the agenda at the next meeting.

## 9. MAYOR & COUNCIL REPORTS/ANNOUNCEMENTS

- Mayor Maccanico announced that Little League Opening Day ceremonies are on Saturday, April 18<sup>th</sup> and all council members are invited to attend and march in the parade.
- Councilwoman King announced that a letter from Jay Zaner was received by the Police Department complimenting Officer Ventimiglia and Sergeant Gunnel for their professionalism and reassuring actions on a call in January and a second letter was received from Shirley Spade of Wall Methodist Church for the assistance the police department, Patrolman Ramp stated that on Easter Sunday the department assisted with the heavy traffic. Mrs. King also announced that starting April 29 through May 11<sup>th</sup> the railroad crossing at Ocean Road will be closed by NJ Transit. Mr. Delaney stated that initially they were Ocean Road and Warren Ave, they have thought better of that so the schedule could change. They will be putting up signs letting the public know. Councilman Campion wanted to make sure that the information had been passed onto all emergency services and Councilman O'Brien asked if the reverse 911 system could be used to notify residents, Mr. Delaney replied yes.

- Councilman Vorbach announced that at the next council meeting on April 27<sup>th</sup> and May 11<sup>th</sup> the council will be discussing the Community Development Block Grant application and will be soliciting ideas for projects.
- Councilman Shuler stated that pothole and drainage improvements are underway. On April 27<sup>th</sup>, Joe May will be making presentation for the planned reconstruction of Crosby Road, Norman Terrace and Jeanette Court; also applications for summer employment for DPW are being accepted.
- Mayor Maccanico spoke on behalf of Councilman Tienken and stated that applications are being accepted for summer employment for the summer camp and that a tree preservation plan for the grove at Allaire Road Park and the field behind borough hall is being coordinated by Joe May.
- Councilman O'Brien announced the special meeting was set for April 20<sup>th</sup> at 7:00 pm and that the auditor has completed the audit of the borough and expects delivery of the audit at the next meeting.
- Councilman Campion announced that there is work going on at South Monmouth Municipal Sewage Authority over the next 2 weeks which may impact residents having dirty water. He also stated that the borough's hydrant flushing will be underway starting April 20<sup>th</sup> and explained why that is done. He also announced that in the near future there will be an inspection of our water tank and that this is a standard maintenance inspection. Mr. Delaney announced that this would probably be sometime in June.

#### 10. REPORTS, NOTICES & CORRESPONDENCE

- Police Department Monthly Report – March 2015
- Monthly Revenue Report – March 2015
- 2014 Annual Report – Environmental Commission Activities – Mayor Maccanico asked Kathleen Crippen, Chair of the Environmental Commission to speak to the report. She explained that it's the commission's statutory obligations to submit the report. She asked that the commission be a part of the tree preservation at the park; the environmental commission is aware of the habitat issues in particular the endangered species there. She asked that Mr. May contact them and possibly come to their next meeting.

Councilman Campion wanted to address #7 on the report with regard to the energy audit, he stated that there was a lot of data that needed to be collected, he stated that its close to completion, Ms. Crippen thanked Councilman Campion for moving forward with that. Councilman Campion announced this is done with the Board of Public Utilities to see where improvements could be done.

- Letter dated March 2015 from Assemblyman, Robert J. Auth; seeking support of Bill No. 4235, "Transparent Tax Act of 2015."
- Letter from Insurance Services Office dated March 30, 2015; results of Public Protection Classification.
- Letter from FEMA dated March 19, 2015: revised flood insurance rate map & flood insurance study of Monmouth County.

#### 11. ORDINANCE INTRODUCTIONS - None

#### 12. RESOLUTIONS

- **R2015-62**, Authorizing a tax lien redemption payment  
On a motion by Mr. Shuler, seconded by Mr. O'Brien, the resolution was adopted by the following vote:  
Ayes: Mr. Campion, Mrs. King, Mr. O'Brien, Mr. Shuler, Mr. Vorbach  
Nays: None      Abstain: None      Absent: Mr. Tienken
- **R2015-63**, Authorizing the refund of overpaid or cancelled taxes  
On a motion by Mr. Shuler, seconded by Mr. Campion, the resolution was adopted by the following vote:  
Ayes: Mr. Campion, Mrs. King, Mr. O'Brien, Mr. Shuler, Mr. Vorbach  
Nays: None      Abstain: None      Absent: Mr. Tienken

- **R2015-64**, Authorizing the refund of overpaid or cancelled taxes  
On a motion by Mr. Shuler, seconded by Mr. Champion, the resolution was adopted by the following vote:  
Ayes: Mr. Champion, Mrs. King, Mr. O'Brien, Mr. Shuler, Mr. Vorbach  
Nays: None      Abstain: None      Absent: Mr. Tienken
  
- **R2015-65**, Approving use of community center  
On a motion by Mrs. King, seconded by Mr. Vorbach, the resolution was adopted by the following vote:  
Ayes: Mr. Champion, Mrs. King, Mr. O'Brien, Mr. Shuler, Mr. Vorbach  
Nays: None      Abstain: None      Absent: Mr. Tienken
  
- **R2015-66**, Authorizing Monmouth County Mosquito Extermination Commission  
Councilman Champion asked where the extermination would take place; Mayor Maccanico replied that it's Polly Pod and Wreck Pond. Councilman O'Brien asked if it's been done before, Borough Administrator, Jay Delaney stated that he wasn't aware that it had been done at all.  
  
On a motion by Mr. Shuler, seconded by Mrs. King, the resolution was adopted by the following vote:  
Ayes: Mr. Champion, Mrs. King, Mr. O'Brien, Mr. Shuler, Mr. Vorbach  
Nays: None      Abstain: None      Absent: Mr. Tienken
  
- **R2015-67**, Supporting, recognizing and honoring law enforcement officers; Mayor Maccanico read the resolution to the public.  
On a motion by Mrs. King, seconded by Mr. Champion, the resolution was adopted by the following vote:  
Ayes: Mr. Champion, Mrs. King, Mr. O'Brien, Mr. Shuler, Mr. Vorbach  
Nays: None      Abstain: None      Absent: Mr. Tienken
  
- **R2015-68**, Authorizing the sale of surplus items through GovDeals  
Councilman O'Brien asked about the process and what the borough does with the funds from the sale. Borough Administrator Jay Delaney replied that it's an auction, the borough has the ability to set a minimum price but due to the age of the equipment were putting in the sale; any amount would be beneficial. If sold the funds would be considered Municipal Revenue Not Anticipated or MRNA and that the borough would see the use of those funds in next years surplus. Councilwoman King pointed out that the items could be purchased for parts as well. Councilman Shuler stated what the time frame that are vehicles will be on the sale, Mr. Delaney replied that the plan was to start with 2 vehicles and see how it goes.  
On a motion by Mr. Shuler, seconded by Mr. Champion, the resolution was adopted by the following vote:  
Ayes: Mr. Champion, Mrs. King, Mr. O'Brien, Mr. Shuler, Mr. Vorbach  
Nays: None      Abstain: None      Absent: Mr. Tienken
  
- **R2015-69**, approving payment of claims on the April 8, 2015 Bill List  
On a motion by Mr. O'Brien, seconded by Mrs. King, the resolution was adopted by the following vote:  
Ayes: Mr. Champion, Mrs. King, Mr. O'Brien, Mr. Shuler, Mr. Vorbach  
Nays: None      Abstain: None      Absent: Mr. Tienken
  
- **R2015-70**, appointing a Borough Clerk – Janine Gillis  
Mayor Maccanico read the resolution into the record.  
On a motion by Mrs. King, seconded by Mr. Champion, the resolution was adopted by the following vote:  
Ayes: Mr. Champion, Mrs. King, Mr. O'Brien, Mr. Shuler, Mr. Vorbach  
Nays: None      Abstain: None      Absent: Mr. Tienken

Janine Gillis thanked the council.

- **R2015-71**, appointing a Deputy Borough Clerk - Joseph J. Delaney, Jr.

Mayor Maccanico read the resolution into the record.

On a motion by Mrs. King, seconded by Mr. Campion, the resolution was adopted by the following vote:

Ayes: Mr. Campion, Mrs. King, Mr. O'Brien, Mr. Shuler, Mr. Vorbach

Nays: None Abstain: None Absent: Mr. Tienken

### 13. PUBLIC COMMENT (Any item)

Kat Crippen 564 Atlantic Ave. announced that Saturday, April 25<sup>th</sup> is Earth Day, the Environmental Commission will hold its annual Earth Day clean up at Black Creek Park, she asked that everyone come down and participate; refreshments will be served afterwards. She stated that there is a lot of wildlife that visits that area.


Nate Novak 907 Keith Ave announced that Little League Opening Day Ceremonies are April 18<sup>th</sup>, extended an invitation Mayor and Council to come and participate. He also wanted to inform that a tree had come down in the grove to Allaire Road Park; he stated that he and another resident cut it up, but he wanted to point out that there are some trees that are unstable; Councilman Campion pointed out that is exactly what's being worked on as previously stated.

On a motion by Mrs. King, seconded by Mr. Shuler, the public comment period was closed without objection.

Councilman Vorbach wanted to inform the public that anyone coming to the CDBG Meetings that required a sign language interpreter to contact the Borough office.

### 14. ADJOURNMENT

There being no further business, on a motion by Mr. Vorbach, seconded by Mrs. King, the meeting was adjourned without objection at 8:37 p.m.

  
Janine Gillis, Borough Clerk

Approved: April 27, 2015