

Note: There was not an Executive Session

The **October 26, 2015** meeting of the Borough Council of the Borough of Spring Lake Heights, Monmouth County, New Jersey, was called to order by Mayor Maccanico at 8:02 p.m. in the Frank E. Adams Municipal Building with a moment of silence and the Pledge of Allegiance.

ROLL CALL:

Present:

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

Absent:

Councilman Christopher Tienken

Also Attending:

Janine Gillis, Borough Clerk
Joseph J. Delaney, Jr., Administrator
Gary McLean, Esq., Borough Attorney

OPEN PUBLIC MEETINGS ACT STATEMENT OF COMPLIANCE

The Mayor reported that 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.

APPROVE AGENDA

On a motion by Mr. Shuler, seconded by Mrs. King, the agenda was approved as amended, by the following vote:

Ayes: Mr. Campion, Mrs. King, Mr. O'Brien, Mr. Shuler, Mr. Vorbach
Nays: None Abstain: None Absent: Mr. Tienken

APPROVE MINUTES

August 19, 2013 – Executive Session

On a motion by Mr. Shuler, seconded by Mrs. King, the Executive Session minutes of August 19, 2013 were approved, by the following vote:

Ayes: Mrs. King, Mr. Shuler, Mr. Vorbach
Nays: None Abstain: Mr. Campion, Mr. O'Brien Absent: Mr. Tienken

September 9, 2013 – Executive Session

On a motion by Mrs. King, seconded by Mr. Shuler, the Executive Session minutes of September 9, 2013 were approved, by the following vote:

Ayes: Mrs. King, Mr. Shuler, Mr. Vorbach
Nays: None Abstain: Mr. Campion, Mr. O'Brien Absent: Mr. Tienken

September 9, 2013 – Public Session

On a motion by Mrs. King, seconded by Mr. Shuler, the Public Session minutes of September 9, 2013 were approved, by the following vote:

Ayes: Mrs. King, Mr. Shuler, Mr. Vorbach
Nays: None Abstain: Mr. Campion, Mr. O'Brien Absent: Mr. Tienken

September 23, 2013 – Executive & Public Sessions

On a motion by Mrs. King, seconded by Mr. Shuler, the Executive & Public Session minutes of September 23, 2013 were approved, by the following vote:

Ayes: Mrs. King, Mr. Shuler, Mr. Vorbach
Nays: None Abstain: Mr. Campion, Mr. O'Brien Absent: Mr. Tienken

October 15, 2013 – Executive Session

On a motion by Mr. Shuler, seconded by Mrs. King, the Executive Session minutes of October 15, 2013 were approved, by the following vote:

Ayes: Mrs. King, Mr. Shuler

Nays: None Abstain: Mr. Champion, Mr. O'Brien, Mr. Vorbach Absent: Mr. Tienken

October 15, 2013 - Public Session

On a motion by Mrs. King, seconded by Mr. Shuler, the Public Session minutes of October 15, 2013 were approved, by the following vote:

Ayes: Mrs. King, Mr. Shuler

Nays: None Abstain: Mr. Champion, Mr. O'Brien, Mr. Vorbach Absent: Mr. Tienken

October 28, 2013 – Public Session

On a motion by Mr. Shuler, seconded by Mrs. King, the Public Session minutes of October 28, 2013 were approved, by the following vote:

Ayes: Mrs. King, Mr. Shuler

Nays: None Abstain: Mr. Champion, Mr. O'Brien, Mr. Vorbach Absent: Mr. Tienken

November 12, 2013 – Public Session

On a motion by Mrs. King, seconded by Mr. Shuler, the Public Session minutes of November 12, 2013 were approved, by the following vote:

Ayes: Mrs. King, Mr. Shuler, Mr. Vorbach

Nays: None Abstain: Mr. Champion, Mr. O'Brien Absent: Mr. Tienken

June 2, 2014 Special Meeting

On a motion by Mr. O'Brien, seconded by Mr. Shuler, the Public Session minutes of June 2, 2014 were approved, by the following vote:

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

Nays: None Abstain: Mr. Champion, Mr. Vorbach Absent: Mr. Tienken

October 13, 2015 Public Session

On a motion by Mr. Champion, seconded by Mr. O'Brien, the Public Session minutes of October 13, 2015 were approved, by the following vote:

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

Nays: None Abstain: None Absent: Mr. Tienken

Borough Clerk, Janine Gillis announced that with the adoption of the minutes on the agenda tonight, "we are now current with all of our minutes; it took a while to get there but they have been completed and prior to our deadline."

Councilwoman King added that Janine has worked very hard; this was a long and tedious process and she asked for a well-deserved round of applause for Janine.

PRESENTATIONS – There were no presentations

SCHEDULED PUBLIC HEARINGS – There were no public hearings

PUBLIC COMMENT (Agenda items only)

Kat Crippen 564 Atlantic Ave. wanted to personally thank Janine for her hard work and efforts. She put a lot of work into this; she was here many nights when I was here for environmental committee meetings. Ms. Crippen stated that she did not have an easy decision when she brought forth a suit against the borough for the lack of minutes. She added that she sought out assistance through various agencies in an attempt to have the minutes prepared; she felt that filing the suit would be the only way for the minutes to get done. She added that she offered to Janine that if she couldn't complete them by October 31st, she would not pursue any legal recourse but Janine was determined to complete them on time. Ms. Crippen added that under state statute the borough clerk position has mandated duties, one of which is preparing council meeting minutes.

Janine added that when she was here at night or the week-ends, she was not paid overtime; the work was completed on her own time. Mayor Maccanico wanted to say that there should be no blame on any

employee that the minutes weren't completed as required, he apologized to the residents that it was his fault.

The voice of the public was closed on a motion by Mrs. King and seconded by Mr. O'Brien without objection.

DISCUSSION ITEMS

- 2015 BEST PRACTICE Checklist

Mr. Delaney announced that the inventory is a review of the financial practices of the municipality, the results of the inventory could adjust the State Aid we receive. The inventory consists of 50 questions, 5 of which are new. Mr. Delaney stated that we are in compliance at 90% of the threshold. Mr. O'Brien the report is available for anyone to review; he added that it means we are running a good financial ship.

REPORTS, NOTICES & CORRESPONDENCE

- 3rd Quarter Revenue & Budget Report
Mr. Delaney pointed out that all are of revenues are on track, as well as appropriations. There are a couple of budget lines that we may be making some transfers closer to year end. Mr. O'Brien added that if you were to review this report, one column indicates budget amount the next column indicates expenditures year to date.
- Water-Sewer Revenue Projection
Mr. Delaney stated that this report includes the 4th quarter billing which has the excess charges for the summer months. Overall the billing is actually down 1.7% from last year although the 3rd quarter excess billing is up about 5% from last year. Overall the revenues are on track and appear that we will meet or exceed the revenue projection. Councilman Campion asked Mr. Delaney if the amount of surplus indicated on the report is projected surplus for the year, Mr. Delaney replied yes. Mr. Campion added that it is a good amount for work that is needed on the borough main sewer line and other repairs.
- Police Monthly Report – September 2015

MAYOR & COUNCIL REPORTS/ANNOUNCEMENTS

- Councilman Campion – stated that he was asked about adjustments to resident water/sewer accounts; he reported that typically it's an unforeseen issue in their home, a burst pipe or other event. Mr. Delaney will review and typically the credit is done to the sewer side of the billing knowing that the water hadn't gone through the system for treatment. He added that going forward he will announce why the adjustment is being made. He added that with the recent hydrant flushing it was determined that a few hydrants needed some repairs; the hydrants are marked with a tag indicating out of service. Those that are out of service are reviewed for what type of repair and prioritized. They all will be prepared but are done in order of priority.
 - Councilwoman King – no report
 - Councilman Vorbach – no report
 - Councilman Shuler – no report
 - Councilman O'Brien – no report

Councilman Campion requested that Mr. Delaney again review the Assessment Demonstration Program process in lieu of the recent articles in the newspaper. Mr. Delaney stated that the process started about 2 years ago and that Monmouth County opted in to the state program. The borough went out to bid to search for a vendor to do our inspections; we received one bid from Realty Data Systems. He added that under the old process residents typically would be assessed every 7-10 years, now inspections would be done every 5 years. The new system also allows the assessor to make adjustments to assessments based on the market, whether they go up or down. Residents will receive their assessment card in November and could appeal the assessment by January 15th. The borough will know the outcome is of those appeals prior to the adoption of the budget. Mr. Delaney added that at the end of this year 40% of the

town is done, with approximately 20 to be completed next year. The borough is in a 3 year contract with Realty Data which has the provision to extend the contract with the same pricing. Mr. Delaney reminded all that the Borough was ordered to enter into the program.

There were discussion among council members as to the pros and cons to the program.

ORDINANCE INTRODUCTIONS – There were no ordinance introductions.

RESOLUTIONS

- **R2015-159**, Establishing a Halloween Curfew

On a motion by Mr. Shuler, seconded by Mrs. King, Resolution R2015-159 was approved by the following vote:

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

Nays: None Abstain: None Absent: Mr. Tienken

- **R2015-160**, Approving Use of the Community Center, Waterford Condominium Association

On a motion by Mr. Vorbach, seconded by Mrs. King, Resolution R2015-160 was approved by the following vote:

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

Nays: None Abstain: None Absent: Mr. Tienken

- **R2015-161**, Authorizing adjustment of a water-sewer account

On a motion by Mr. Champion, seconded by Mr. Vorbach, Resolution R2015-161 was approved by the following vote:

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

Nays: None Abstain: None Absent: Mr. Tienken

- **R2015-162**, Approving the payment of claims on the October 22, 2015 Bill List.

On a motion by Mr. O'Brien, seconded by Mrs. King, Resolution R2015-162 was approved by the following vote:

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

Nays: None Abstain: None Absent: Mr. Tienken

PUBLIC COMMENT (Any item)

Rich Carrgher 916 Prospect Avenue - thanked Mayor & Council for their support of the Veterans Day Luncheon. The contributions from area businesses has been successful, he reminded everyone that the luncheon is at Doolan's and to call the municipal office for reservations.

Kat Crippen 564 Atlantic Avenue – she noted that Councilman Tienken is absent tonight and has been since August. She has heard that he is out of the country and asked if any council members have heard from him. She inquired how he could perform as a council member if he's out of the country. Borough Clerk, Janine Gillis announced that he had contacted her about tonight's meeting, he stated that he was traveling and returning tonight but that his flight wasn't arriving in time.

The voice of the public was closed on a motion by Mrs. King and seconded by Mr. O'Brien without objection.

ADJOURNMENT

There being no further business, on a motion by Mr. O'Brien, seconded by Mr. Champion, the meeting was adjourned without objection at 8:38 p.m.


Janine Gillis, Borough Clerk

Approved: November 9, 2015