

**Borough of Surf City
Governing Body Meeting Minutes
Annual Reorganization**

Mayor F. Hodgson called the meeting to order at 10:00 am, reading the following statement: in compliance with the Open Public Meetings Act of the State of New Jersey, adequate notice of this meeting of the Borough Council has been provided to three newspapers and published in the December 19, 2019 issue of the Beach Haven Times.

The oath of office was administered by the Borough Clerk to Mayor F. Hodgson, Councilman Peter M. Hartney and Councilwoman Jaqueline L. Siciliano.

Roll call reflected the following members present: Councilman John G. Hadash, Councilman Peter M. Hartney, Councilman William D. Hodgson, Council President John H. Klose, Councilman James B. Russell, Councilwoman Jaqueline L. Siciliano & Mayor Francis R. Hodgson.

Mayor F. Hodgson requested all present to join him in a salute to the Flag.

Councilman Hartney moved to approve Resolution 2020-1. Councilman Russell seconded the motion. With a vote in affirmative, Resolution 2020-1 was approved, as follows.

BE IT RESOLVED by the Borough Council of the Borough of Surf City that the Committee appointments for 2020 as made by Mayor Hodgson be and are as follows.

Water and Sewer	Klose, Siciliano, Russell
Streets and Roads	Siciliano, Hadash, Klose
Police	Wm. Hodgson, Hartney, Hadash
Public Property & Lifeguards	Russell, Hartney, Wm. Hodgson
Revenue and Finance	Wm. Hodgson, Siciliano, Klose
Beach Fees and Beach Protection	Hartney, Russell, Wm. Hodgson
Sanitation	Hadash, Siciliano, Wm. Hodgson
Environmental & Public Interest	Hartney, Russell, Klose

Roll call reflected the following votes in approval: Mr. Hadash, Mr. Hartney, Mr. Wm. Hodgson, Mr. Klose, Mr. Russell & Mrs. Siciliano. Nays: none. Abstentions: none. Absent: none.

Councilman Hartney moved to approve Resolution 2020-2. Councilman Russell seconded the motion. With a vote in affirmative, Resolution 2020-2 was approved, as follows.

BE IT RESOLVED by the Borough Council of the Borough of Surf City that John H. Klose shall serve as President of Council for the year 2020.

Roll call reflected the following votes in approval: Mr. Hadash, Mr. Hartney, Mr. Wm. Hodgson, Mr. Russell & Mrs. Siciliano. Nays: none. Abstentions: Mr. Klose. Absent: none.

Council President Klose moved to approve Resolution 2020-3. Councilman Hartney seconded the motion. With a vote in affirmative, Resolution 2020-3 was approved, as follows.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Surf City that the following personnel appointments, as recommended by Mayor Hodgson, be and are hereby approved.

Administrator, Qualified Purchasing Agent, Pending Improvement Search Official, Supplemental Fire Services Coord, Community Development Block Grant Representative, Affirmative Action Public Agency Compliance Officer, ADA Municipal Coordinator, Community Rating System Coordinator, Deputy Zoning Officer, Emergency Management Coordinator (exp. 12/31/2022)	Christine Hannemann
Water/Sewer Rents Collector, JIF Safety Coordinator, Recycling Coordinator, Tax Search Official.	Michael P. Gross
Assistant Treasurer	Carrie Haberstroh
Zoning Officer	Grace Pitner
Municipal Court Administrator, Municipal Court ADA Supervisor	Constance Motter
Payroll Clerk, Health Insurance Coordinator, Finance Office Supervisor	Susan Parziale
Part time clerk in the municipal offices- pre and post season lifeguard operations	Mark Dileo
Part time clerk in the municipal offices- pre and post season badge checker operations	Renee Pawlishak
Part time clerk in the municipal offices	Tracey Figueiras
Part time clerk in the municipal offices	Sandi Gomez
Part time clerk in the municipal offices	Elisa Shabbick

Roll call reflected the following votes in approval: Mr. Hadash, Mr. Hartney, Mr. Wm. Hodgson, Mr. Klose, Mr. Russell & Mrs. Siciliano. Nays: none. Abstentions: none. Absent: none.

Councilman Wm. Hodgson moved to approve Resolution 2020-4. Councilwoman Siciliano seconded the motion. With a vote in affirmative, Resolution 2020-4 was approved, as follows.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Surf City that the following personnel appointments, as recommended by Mayor Hodgson, be and are hereby approved.

POLICE DEPARTMENT
Chief of Police John N. Casella
Police Liaison to the Mayor John N. Casella

Roll call reflected the following votes in approval: Mr. Hadash, Mr. Hartney, Mr. Wm. Hodgson, Mr. Klose, Mr. Russell & Mrs. Siciliano. Nays: none. Abstentions: none. Absent: none.

Councilman Russell moved to approve Resolution 2020-5. Councilman Hadash seconded the motion. With a vote in affirmative, Resolution 2020-5 was approved, as follows.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Surf City that the following full-time personnel appointments, as recommended by Mayor Hodgson, be and are hereby approved.

DEPARTMENT OF PUBLIC WORKS

Borough Superintendent, Driver #1, Carpenter	
Equipment Operator, Recycling Coordinator	Robert McGowan
Water/Sewer Foreman, Plumber #1,	
W/S Maintenance Operator	Mike Ingling
Laborer, Custodian Class 2	Kenneth Wilson
Laborer, Mechanic	Lenny Wilson
Laborer, Custodian Class 3	Brian Miller
Laborer - Water/Sewer - Public Works,	
Plumber #2	Shane Nooney
Laborer - Public Works/Water & Sewer,	
Plumber #2	Matthew Henry
Laborer - Streets & Roads, Sanitation	Arthur Yahn
Laborer - Streets & Roads, Sanitation	Alex Buck
Laborer - Streets & Roads, Sanitation	Ryan Boyd

Roll call reflected the following votes in approval: Mr. Hadash, Mr. Hartney, Mr. Wm. Hodgson, Mr. Klose, Mr. Russell & Mrs. Siciliano. Nays: none. Abstention: Mr. Wm. Hodgson in relation to Art Yahn. Absent: none.

Councilman Russell moved to approve Resolution 2020-6. Council President Klose seconded the motion. With a vote in affirmative, Resolution 2020-6 was approved, as follows.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Surf City that the following personnel appointments, as recommended by Mayor Hodgson, be and are hereby approved.

MUNICIPAL COURT	
Court Administrator	Constance Motter
Court Recorder/Machine Operator	Tracey Figueiras

Court Recorder/Machine Operator Sandi Gomez

Roll call reflected the following votes in approval: Mr. Hadash, Mr. Hartney, Mr. Wm. Hodgson, Mr. Klose, Mr. Russell & Mrs. Siciliano. Nays: none. Abstentions: none. Absent: none.

Councilman Russell moved to approve Resolution 2020-7. Council President Klose seconded the motion. With a vote in affirmative, Resolution 2020-7 was approved, as follows.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Surf City that the following personnel appointments, as recommended by Mayor Hodgson, be and are hereby approved.

LAND USE BOARD

Class I Member

4-year term expiring December 31, 2023

Peter Hartney

Class II Member

1-year term expiring on December 31, 2020

Sandra Klose

Class IV Members

4-year term expiring December 23, 2023

Gavin Hodgson & Emil TumSuden

Alternate Member #1

2-year term expiring December 31, 2021

Paul Hoover

Roll call reflected the following votes in approval: Mr. Hadash, Mr. Wm. Hodgson, Mr. Russell & Mrs. Siciliano. Nays: none. Abstentions: Mr. Wm. Hodgson for Gavin Hodgson, Mr. Klose for Sandra Klose and Mr. Hartney as the proposed Class I member. Absent: none.

Councilman Russell moved to approve Resolution 2020-8. Council President Klose seconded the motion. With a vote in affirmative, Resolution 2020-8 was approved, as follows.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Surf City that James Russell be and is hereby appointed a Class III member of the Land Use Board for a 1-year term expiring on December 31, 2020.

Roll call reflected the following votes in approval: Mr. Hadash, Mr. Hartney, Mr. Wm. Hodgson, Mr. Klose, & Mrs. Siciliano. Nays: none. Abstention: Mr. Russell. Absent: none.

Councilman Russell moved to approve Resolution 2020-9. Council President Klose seconded the motion. With a vote in affirmative, Resolution 2020-9 was approved, as follows.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Surf City that the following personnel appointments, as recommended by Mayor Hodgson, be and are hereby approved.

JOINT ENVIRONMENTAL COMMISSION
1-year term expiring on 12/31/2020 David Wright
1-year term expiring on 12/31/2020 Cathleen Engelsen

Roll call reflected the following votes in approval: Mr. Hadash, Mr. Hartney, Mr. Wm. Hodgson, Mr. Klose, Mr. Russell & Mrs. Siciliano. Nays: none. Abstentions: none. Absent: none.

Councilman Russell moved to approve Resolution 2020-10. Council President Klose seconded the motion. With a vote in affirmative, Resolution 2020-10 was approved, as follows.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Surf City that the Fire Company President be and is hereby given authorization to apply on behalf of the Surf City Volunteer Fire Company for any permit necessary for Fire Company projects planned during the year 2020 and that no-fee permits be issued for same.

Roll call reflected the following votes in approval: Mr. Hadash, Mr. Hartney, Mr. Wm. Hodgson, Mr. Klose, Mr. Russell & Mrs. Siciliano. Nays: none. Abstentions: none. Absent: none.

Councilman Russell moved to approve Resolution 2020-11. Council President Klose seconded the motion. With a vote in affirmative, Resolution 2020-11 was approved, as follows.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Surf City that the Administrator be and is hereby given authorization to apply on behalf of the Municipality for any permit necessary for Municipal Projects planned during the year 2020 and that no-fee permits be issued for same.

Roll call reflected the following votes in approval: Mr. Hadash, Mr. Hartney, Mr. Wm. Hodgson, Mr. Klose, Mr. Russell & Mrs. Siciliano. Nays: none. Abstentions: none. Absent: none.

Councilman Russell moved to approve a consent agenda of items relating to annual reorganizations. Council President Klose seconded the motion. With a vote in affirmative, the following numbered resolutions were approved, as follows.

RESOLUTION 2020-12

WHEREAS, the statutes provide for the making of temporary appropriations for the first quarter of the fiscal year; and

WHEREAS, the Governing Body of the Borough of Surf City in the County of Ocean, desires to provide for an orderly method in which to meet claims during the period prior to the adoption of the 2020 budget;

NOW, THEREFORE, BE IT RESOLVED that the appropriations, as attached hereto, which do not exceed twenty-six and one quarter (26.25%) percent of the 2018 appropriations exclusive of Debt Service, Capital Improvement Fund and Public Assistance, are hereby adopted as the 2020 Temporary Budget and Temporary Capital Budget.

RESOLUTION 2020-13

BE IT RESOLVED by the Borough Council of the Borough of Surf City that the Council Meetings of the Borough for the year 2020 shall be held on each Wednesday of the month at 7:30 p.m. with the second Wednesday being the regular meeting commencing at 7:30 p.m. in the Council Chambers of the Borough Hall.

January	1, 8, 15, 22, 29	July	1, 8, 15, 22, 29
February	5, 12, 19, 26	August	5, 12, 19, 26
March	4, 11, 18, 25	September	2, 9, 16, 23, 30
April	1, 8, 15, 22, 29	October	7, 14, 21, 28
May	6, 13, 20, 27	November	4, 11, 18, 25
June	3, 10, 17, 24	December	2, 9, 16, 23, 30

All regular business shall be addressed on the second Wednesday of each month commencing at 7:30 p.m., with exceptions. Action will be taken at all meetings with executive sessions being held if and as needed.

RESOLUTION 2020-14

BE IT RESOLVED by the Mayor and Council of the Borough of Surf City that all banks and savings and loan associations insured by the F.D.I.C. and the F.S.L.I.C. located in the County of Ocean, and the New Jersey Cash Management Fund be, and they are hereby, designated depositories of Borough Funds; and

BE IT FURTHER RESOLVED that the Treasurer (Chief Financial Officer) shall select the institution for the depository of funds based on the highest rate of interest paid or services rendered based on a competitive bid basis with no less than three bids received verbally or in writing; and

BE IT FURTHER RESOLVED that, if verbal or phone bids are utilized, the Treasurer (Chief Financial Officer) shall keep a permanent log on the calls, noting the institution contacted, time, date, title of person quoting rates and amount quotations are being received on; and

BE IT FURTHER RESOLVED that all verbal and telephone quotations shall be received on the same business day.

RESOLUTION 2020-15

BE IT RESOLVED by the Borough Council of the Borough of Surf City that Mayor Francis R. Hodgson, Sr., President of Council John H. Klose, Municipal Clerk Christine Hannemann and Treasurer (Chief Financial Officer) Michael P. Gross, be and they are hereby authorized to sign all checks and drafts against the Current Account, Water/Sewer Account and Dog License Account; and

BE IT FURTHER RESOLVED that the Tax Collector Carrie Haberstroh and/or Treasurer (Chief Financial Officer) Michael P. Gross are hereby authorized to sign checks on the Tax Certificate Account; and

BE IT FURTHER RESOLVED that a facsimile signature is authorized for the Treasurer (Chief Financial Officer) Michael P. Gross.

BE IT FURTHER RESOLVED that the Chief Financial Officer Michael P. Gross and/or the Municipal Clerk Christine Hannemann be, and they are hereby authorized to sign all checks on the Payroll Account.

BE IT FURTHER RESOLVED that the Assistant Treasurer, Carrie Ann Haberstroh, be and hereby authorized to sign all checks and drafts against the Current Account, Water/Sewer Account, and Dog License Account in the absence of the Treasurer (Chief Financial Officer) Michael P. Gross.

RESOLUTION 2020-16

BE IT RESOLVED by the Borough Council of the Borough of Surf City that the Mayor or President of Council and the Municipal Clerk are hereby authorized to sign all legal papers pertaining to the business of the Borough.

RESOLUTION 2020-17

BE IT RESOLVED by the Borough Council of the Borough of Surf City that the interest rate to be charged for all delinquent taxes, water rents, sewer rents and other liens of whatever nature shall be eight (8%) percent per annum for all delinquencies of under \$1,500.00; and

BE IT FURTHER RESOLVED that all interest rates on all such delinquencies of \$1,500.00 and over shall be eighteen (18%) percent per annum; and

BE IT FURTHER RESOLVED as provided by Statute, there shall be a ten (10) day grace period. All payments must be physically received by the Finance Office by the close of the 10th calendar day to avoid being delinquent and subject to interest.

RESOLUTION 2020-18

WHEREAS, N.J.S.A. 40A:5-21 authorizes the re-establishment of a Petty Cash Fund in any county or municipality by application and resolution; and

WHEREAS, it is the desire of the Borough Council of the Borough of Surf City, County of Ocean, to re-establish such a fund for the Borough of Surf City in the amount of \$200.00; and

WHEREAS, the custodian of the fund is Michael P. Gross, C.M.F.O., who is bonded for the amount of \$100,000; such custodian shall maintain records for this fund in a manner conducive to proper accounting and auditing procedures;

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council hereby authorizes such action and that two copies of this resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval

RESOLUTION 2020-19

BE IT RESOLVED by the Borough Council of the Borough of Surf City that Susan Parziale be and is hereby appointed as Certifying Agent for the Public Employees Retirement System, the Police Fire Retirement System, Defined Contribution Retirement Plan and the Deferred Compensation Retirement Plan.

RESOLUTION 2020-20

BE IT RESOLVED by the Borough Council of the Borough of Surf City that any contractors submitting bids shall submit proof of adequate insurance prior to performance of work or acceptance of bid and execution of contract.

RESOLUTION 2020-21

BE IT RESOLVED by the Borough Council of the Borough of Surf City that the newspapers chosen by the Borough Council for all legal advertising by the Borough shall be the Beach Haven Times, the Beacon, the Asbury Park Press and the Press of Atlantic City.

RESOLUTION 2020-22

BE IT RESOLVED by the Borough Council of the Borough of Surf City that Michael P. Gross, be and is hereby appointed to represent the Borough of Surf City as “Fund Commissioner” for the Ocean County Municipal Joint Insurance Fund and the Sustainable Energy Joint Meeting; and

BE IT FURTHER RESOLVED that said appointment shall be for a term of one year expiring on December 31, 2020.

Roll call reflected the following votes in approval: Mr. Hadash, Mr. Hartney, Mr. Wm. Hodgson, Mr. Klose, Mr. Russell & Mrs. Siciliano. Nays: none. Abstentions: none. Absent: none.

Councilman Russell moved to approve Resolution 2020-23. Council President Klose seconded the motion. With a vote in affirmative, Resolution 2020-23 was approved, as follows.

WHEREAS, the Borough of Surf City needs the services of the following professionals as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5:

Municipal Engineer, Municipal Prosecutor(s), Alternate Municipal Prosecutors, Municipal Auditor, Municipal Bond Counsel, Municipal Labor Counsel, Municipal Conflict Counsel, Municipal Public Defender, Municipal Appraiser and Alternate Conflict Prosecutor; and

WHEREAS, the Chief Financial Officer has determined and certified that the value of the acquisition may exceed \$17,500, the maximum amount of the contract to be awarded under this Resolution is set forth in the 2020 Municipal Budget; and

WHEREAS, funds are available for this purpose as certified by the Chief Financial Officer; and

WHEREAS, the listed individuals have submitted a proposal indicating they will provide the related services per their schedule of rates, as attached, or included in the agreement; and

WHEREAS, the listed individuals have completed and submitted a Business Entity Disclosure Certification, which certifies that they have not made any reportable contributions to a political or candidate committee in the Borough of Surf City in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract, and

WHEREAS, the Local Public professional be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF SURF CITY, COUNTY OF OCEAN, STATE OF NEW JERSEY, as follows.

1. That the following be appointed for the Borough of Surf City for a term of one (1) year, commencing January 1, 2020 and ending December 31, 2020.

Municipal Engineer	Frank Little and the Firm Owen Little, Associates
Municipal Prosecutor	Steven Zabarsky, Esq.
Alternate Prosecutors	Ronald DeLigny, Esq., Alexander Becker, Esq., Robert A. Greitz, Esq., Paul Granick, Esq. and Brian Wilkie, Esq.
Municipal Auditor	Holman, Frenia, Allison, P.C
Municipal Bond Counsel	Michael Gluck and the Firm of Gluck, Walrath, LLP.
Municipal Labor Counsel	James Holzapfel, Esq. and Steven Zabarsky, Esq., of the Firm of Citta, Holzapfel and Zabarsky
Municipal Public Defender	Debra Rumpf, Esq
Alternate Conflict Prosecutor	Bonnie Peterson, Esq
Municipal Appraiser	Henry Mancini
Municipal Attorney	Christopher J. Connor, Esq.

2. The Mayor and Municipal Clerk are hereby authorized and directed to execute the attached agreements with said professionals.
3. These contracts are without competitive bidding and is awarded as a professional service in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized to practice a recognized profession.

4. A notice of this action shall be printed once in the official newspaper of the Borough of Surf City.
5. This resolution takes effect January 1, 2020.
6. A certified copy of this Resolution shall be provided by the Borough Clerk to the Chief Financial Officer and to each professional.
7. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

Roll call reflected the following votes in approval: Mr. Hadash, Mr. Hartney, Mr. Wm. Hodgson, Mr. Klose, Mr. Russell & Mrs. Siciliano. Nays: none. Abstentions: none. Absent: none.

Mayor F. Hodgson called for any comments from the audience. There were no comments.

Councilman Hodgson moved to adjourn the meeting. Councilman Russell seconded the motion. With a vote in the affirmative, the meeting was adjourned.

Roll call reflected the following votes in approval: Mr. Hadash, Mr. Hartney, Mr. Wm. Hodgson, Mr. Klose, Mr. Russell & Mrs. Siciliano. Nays: none. Abstentions: none. Absent: none

Respectfully submitted,



Christine Hannemann, RMC/CMR/QPA
Borough Clerk/Administrator