

AGENDA
REORGANIZATION MEETING
BOROUGH OF SEA BRIGHT

JANUARY 5, 2019 - 10:30 AM

BOROUGH OF SEA BRIGHT

1. PLEDGE OF ALLEGIANCE:

2. OPENING STATEMENT:

COMPLIANCE STATEMENT (N.J.S.A. 10:4-18)

Good Morning Ladies and Gentlemen. This Meeting Is Now Called To Order: In Line With The Borough Of Sea Bright's Longstanding Policy Of Open Government, And In Compliance With The "Open Public Meetings Act" I Wish To Advise You That Adequate Notice Of This Regularly Scheduled Meeting Has Been Sent To The Asbury Park Press And Other Local Newspapers on December 28, 2018. In Each Instance, The Date, Time, And Location of This Meeting Were Provided In the Notice. This Meeting Is Open To The Public."

3. MOMENT OF SILENCE FOR THE FOLLOWING SEA BRIGHT RESIDENTS WHO PASSED AWAY IN 2018.

**Veronica Marie Burke
Sharon Chessman
Phil Heinle
Frederick Charles Leonardis III
Ernie Mason
Eddie Matejczyk
Peter Thomas McHeffey
Dudley E. Painter, Jr.
Dirk A. Plummer
John E. "Jack" Regan
Thomas Scriven
Rosemary Sherman
Edward Smack
Sheldon Allen Weinstein
Robert "Bud" Wickman
Valerie Wells Wulffers**

4. INVOCATION: Father Michael Manning

5. STATEMENT OF DETERMINATION:

"A statement of the determination of the Board of County Canvassers relative to an election held in the Borough of Sea Bright on the 6th day of November, in the year Two Thousand and Eighteen for the election of Municipal Officers for said **BOROUGH OF SEA BRIGHT**

The Board determined at the General Election:

COUNCILMEMBERS - BOROUGH OF SEA BRIGHT

WILLIAM J. KEELER
MARC A. LECKSTEIN

Were duly elected as **Members of the Borough Council, Full Three (3) Year Term**
(January 1, 2019 – December 31, 2021)

SWEARING IN / OATHS OF OFFICE

ROLL CALL: BIRDSALL ___ KEELER ___ KELLY ___ LECKSTEIN ___
ROONEY ___ SCHWARTZ ___

6. COUNCIL PRESIDENT MARC A. LECKSTEIN: 2018 YEAR-END ADDRESS

7. MAYOR DINA LONG: 2019 NEW YEAR MESSAGE

**8. STANDING COUNCIL COMMITTEE APPOINTMENTS:
Chapter 3. Administrative Code §3-7. Committees (A.)**

The following Council Committee Appointments are presented for the year 2019:

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Keeler ___ Kelly ___ Leckstein ___ Rooney ___ Schwartz ___

A. Beach/Grants:

Chair works with council committee to recommend policy and oversee operations and maintenance of the beach, including serving as liaison to the Dune Community Advisory Committee; tracks existing grant progress, monitors opportunities and coordinates the timely application for future grant possibilities.

- **Jon Schwartz, Chair**
- **Kevin Birdsall**
- **Charles Rooney**

B. Finance/Insurance/Court:

Chair works with council committee and CFO to recommend policy and oversee budget and financial operations, which includes insurance. Chair also oversees Municipal Court.

- **William Keeler, Chair**
- **Brian Kelly**
- **Jon Schwartz**

C. Administration/Shared Services/Public Relations:

Chair oversees administration including Personnel and Code Enforcement, also oversees all shared services. Public Relations Chair works with advisory committee and oversees the website, newsletter, Sea Bright 365 and promotions.

- **Marc Leckstein, Chair**
- **Charles Rooney**
- **William Keeler**

D. Public Safety/Education/Recreation/Library:

Chair works with council committee, Public Safety Director and Fire Chief to oversee and recommend policy for borough public safety functions, including the Police Department, Fire Department, First Aid, Emergency Management and Water Safety. Chair of Education monitors education issues affecting Sea Bright students K-12. Chair of Library serves as liaison to the Library Advisory Committee. Chair of Recreation serves as liaison to the Recreation Advisory Committee.

- **Charles Rooney, Chair**
- **William Keeler**
- **Brian Kelly**

E. Public Works/Building Department:

Chair works with council committee to recommend policy and oversee operations of the Department of Public Works. Chair works with council committee and administration to oversee Building Department.

- **Kevin Birdsall, Chair**
- **Jon Schwartz**
- **Marc Leckstein**

F. Capital Plan/Flood Control/Beautification:

Chair works with council committee to prioritize and oversee implementation of capital projects, including flood mitigation and municipal facility reconstruction. Chair of Beautification serves as liaison to Beautification Advisory Committee and oversees Beautification projects.

- **Brian Kelly, Chair**
- **Marc Leckstein**
- **Kevin Birdsall**

9. COMMUNITY ADVISORY COMMITTEES:

Chapter 3. Administrative Code §3-7. Committees (C.)

The following Community Advisory Committee Appointments are presented for the year 2019:

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Keeler ___ Kelly ___ Leckstein ___ Rooney ___ Schwartz ___

A. Beautification:

Oversees seasonal plantings and decorations in public spaces and at public buildings, raises funds to offset costs for Beautification Trust Fund.

- **BRIAN KELLY , Liaison**
- Peggy Bills
- Christina Doxey
- Diane Kaplan
- Frank Lawrence
- Nancy Mulheren
- Barbara Nadler
- Joann Sheridan

B. Dune Restoration Committee:

Oversees maintenance of dunes including annual plantings, public education about Dunes and fundraising to offset costs.

- **JON SCHWARTZ, Liaison**
- Heather Bedenko
- Chris Cappillo
- Sue DiMassa
- MaryBeth Lederman
- Paulette Sakariassen
- Ira Schussheim
- Karolyn Stevens Wray

C. Library:

Oversees library programming and improvements, raises funds to offset costs for Library Trust Fund.

- **CHARLES ROONEY, Liaison**
- MaryAnn Chevalier
- Elizabeth DeGiulio
- Joan Neuhoff
- Robert Reid
- Margaret Saxton
- Liz Von Ziegesar

D. Recreation:

Oversees recreation programming for residents of all ages, raises funds to offset costs for the Recreation Trust Fund.

- **CHARLES ROONEY, Liaison**
- Peggy Bills
- Linda Blevins
- Don Klein
- Felecia Stratton
- Robert Long

E. Safety and Loss Committee:

Comprised of borough officials from all departments, the committee meets regularly to review procedures to improve safety and reduce losses through insurance claims.

- **WILLIAM KEELER, Liaison**
- Mayor Dina Long
- Borough Administrator
- Captain Brett Friedman
- Charles R. Murphy, Jr.
- David Bahrle
- Felecia Stratton
- Daniel Drogin
- Recreation Director
- Monmouth County Regional Health Commission Representative

F. Green Team Committee:

The Green Tam is a permanent advisory committee created by Ordinance 04-2016 to recommend and implement sustainable practices for the Borough, according to Chapter 37, "Green Initiatives" in the code of the Borough of Sea Bright.

- **MARC LECKSTEIN, Liaison**
- Dina Long, Mayor
- Kevin Birdsall, Councilman
- Planning Board Member - to be appointed by Planning Board
- Christine Pfeiffer, Borough Clerk
- Michelle Ketcham, Administrative Assistant
- Brett Friedman, Police Captain
- Elizabeth DiGiulio, Elected Representative, Shore Regional School Board
- Karolyn Wray, Citizen Member
- Felecia Stratton, Business Owner
- Susana Markson, Mayor's designee

G. Public Relations Advisory Committee

Oversees promotion and marketing of Sea Bright inside and outside of the community via Sea Bright 365 initiatives. Assists, where needed, with Borough newsletter and social media. Raises funds for the Public Relations Trust Fund.

- **MARC LECKSTEIN, Liaison**
- Linda Blevins
- Kristine Kelly
- Susana Markson
- Adrianna Polony-Sands
- Joann Sheridan
- Felecia Stratton
- Janet Sanders

10. APPOINTMENTS FOR 2019:

ONE YEAR TERMS:

RES. NO. 01-2019 Appointment of **2019 Council President, Marc A. Leckstein**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Keeler ___ Kelly ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 02-2019 Appointment of **Borough Attorney, Roger McLaughlin, Esquire
McLaughlin Stauffer & Shaklee, P.C.**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Keeler ___ Kelly ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 03-2019 Appointment of **Borough Special/Conflicts Counsel:
Porzio, Bromberg & Newman, Vito Gagliardi, Jr. & Kerri A. Wright
(Educational Matters)**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Keeler ___ Kelly ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 04-2019 Appointment of **Borough Auditor, Robert W. Allison, RMA
Holman Frenia Allison, PC**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Keeler ___ Kelly ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 05-2019 Appointment of **Borough Engineer, Francis W. Mullan, P.E., CME
T & M Associates**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Keeler ___ Kelly ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 06-2019 Appointment of **Borough Planner, Christine Cofone Cofone Consulting Group, LLC**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Keeler ___ Kelly ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 07-2019 Appointment of **Borough Consulting Engineers** as follows:

**Leon Avakian Inc., Gregory Blash
CME Associates, Gregory R. Valesi
Engenuity, Jaclyn J. Flor
Hoder Associates, David Hoder
French & Parrello, Keith B. Smith
Najarian Associates, Robert W. Bucco, Jr.
Suburban Consulting Engineers, Robert C. Gregoria
Van Cleef Engineering Associates, Millis J. Looney**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Keeler ___ Kelly ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 08-2019 Appointment of **Borough Prosecutor, William G. McGuinn, Esq., Hoagland, Longo, Moran, Dunst LLP**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Keeler ___ Kelly ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 09-2019 Appointment of **Alternate Borough Prosecutor, Anthony J. Vecchio, Esquire**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Keeler ___ Kelly ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 10-2019 Appointment of **Public Defender, Robert J. Holden, Esquire, Robert J. Holden, Esquire, LLC**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Keeler ___ Kelly ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 11-2019 Appointment of **Bond Counsel, John Draikiwicz, Esquire, Gibbons. P.C.**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Keeler ___ Kelly ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 12-2019 Appointment of **Labor Attorney, Bruce Padula, Esquire, Cleary, Giacobbe, Alfieri, Jacobs, LLC**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Keeler ___ Kelly ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 13-2019 Appointment of **Tax Appeal Attorney, Salvatore Alfieri, Esquire Cleary, Giacobbe, Alfieri, Jacobs, LLC**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Keeler ___ Kelly ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 14-2019 Appointment of **Special Tax Appeal Attorney, Martin Allen, Esquire DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. (Beach Club Appeals)**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Keeler ___ Kelly ___ Leckstein ___ Rooney ___ Schwartz ___

RES. NO. 15-2019 Appointment of **Council Liaison to the Planning Board, MARC A. LECKSTEIN**

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Keeler ___ Kelly ___ Leckstein ___ Rooney ___ Schwartz ___

11. CONSENT AGENDA:

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Keeler ___ Kelly ___ Leckstein ___ Rooney ___ Schwartz ___

A Certification of Funds supports any items requiring expenditure; any items requiring discussion will be removed from the Consent Agenda:

- Res. No. 16-2019** Appointment of **MAYOR DINA LONG** as **COMMUNITY DEVELOPMENT BLOCK GRANT REPRESENTATIVE** and **JACK KEELER**, as the **ALTERNATE REPRESENTATIVE**
- Res. No. 17-2019** **APPOINTMENTS TO THE BOROUGH'S SPECIAL EVENTS COMMITTEE**
- Res. No. 18-2019** **OFFICIAL NEWSPAPERS**
- Res. No. 19-2019** **BOROUGH OF SEA BRIGHT ANNUAL FEE SCHEDULES**
- Res. No. 20-2019** **POLICE – SPECIAL DUTY RATES FOR 2019**
- Res. No. 21-2019** **2019 ANIMAL CONTROL AGREEMENT WITH KERRY GOWAN, ANIMAL CONTROL OFFICER**
- Res. No. 22-2019** **2019 SHARED SERVICE AGREEMENT WITH THE TOWNSHIP OF OCEAN FIRE DEPARTMENT FOR FIRE OFFICAL/CODE ENFORCEMENT VEHICLE**
- Res. No. 23-2019** **AUTHORIZING AWARD OF CONTRACT NAMING BROWN AND BROWN, METRO, INC. AS BROKER/CONSULTANT FOR THE "MONMOUTH COUNTY JOINT INSURANCE FUND"**
- Res. No. 24-2019** **OFFICIAL DEPOSITORIES**

- Res. No. 25-2019 INTEREST ON DELINQUENT TAXES, SEWER and other MUNICIPAL CHARGES**
- Res. No. 26-2019 PETTY CASH FUNDS and CHANGE FUNDS**
- Res. No. 27-2019 CASH MANAGEMENT PLAN**
- Res. No. 28-2019 TEMPORARY BUDGET APPROPRIATIONS**

**12. BOROUGH EMPLOYEES/APPOINTMENTS:
Chapter 3. Administrative Code §3-5. (A.) Mayor Appointments**

The following Employees/Appointments are presented for the year 2019:

- **BOROUGH CLERK:** Christine Pfeiffer
- **BOROUGH DEPUTY CLERK:** Michelle Ketcham
- **PLANNING BOARD SECRETARY, REGISTRAR AND ADMINISTRATIVE ASSISTANT:** Candace Mitchell
- **BEACH ADMINISTRATOR:** Don Klein
- **BOARD OF HEALTH SECRETARY:** Patricia Spahr
- **ADMINISTRATIVE ASSISTANT/SPECIAL PROJECTS:** Frank Lawrence
- **ADMINISTRATIVE ASSISTANT, CONSTRUCTION DEPARTMENT SECRETARY & TECHNICAL ASSISTANT:** Karen DiBerardino
- **CONSTRUCTION OFFICIAL/BUILDING SUBCODE OFFICIAL:** Edward Wheeler
- **HOUSING INSPECTOR:** Thomas Haege
- **CODE ENFORCEMENT OFFICER:** Thomas Haege
- **FIRE INSPECTOR/FIRE SUB-CODE OFFICIAL:** Thomas Haege
- **FLOOD PLAIN MANAGER, PLANNER AND ZONING OFFICER:** Mary Tangolics
- **BUILDING INSPECTOR** Jeff Losacco
- **ELECTRICAL SUBCODE OFFICIAL:** Paul Vitale
- **PLUMBING SUBCODE OFFICIAL:** John Palmer
- **FINANCE MANAGER:** Khristi Jacobs
- **CHIEF FINANCIAL OFFICER:** Michael Bascom
- **OFFICIAL TAX SEARCHER:** Patricia M. Spahr
- **OFFICIAL ASSESSMENT SEARCHER:** Christine Pfeiffer

- **PUBLIC OFFICER FOR ABANDONED PROPERTIES:** Thomas Haege
- **DIRECTOR OF PUBLIC WORKS:** David Bahrle
- **PUBLIC WORKS WORKING FORMAN & RIGHT TO KNOW AND SAFETY COORDINATOR:** Shawn Thomas
- **PUBLIC WORKS MAINTENANCE:** Joseph Eskridge
Randall Allen
- **TAX/SEWER UTILITY COLLECTOR:** Patricia M. Spahr
- **LIBRARY DIRECTOR:** Jane Farmer
- **LIBRARY PROGRAM DIRECTOR:** Laura Rossi-Garcia
- **LIBRARY ASSISTANTS:** Deanna Andriola
Patricia Andriola
Patricia McCory
- **RECREATION DIRECTOR:** Don Klein
- **CERTIFIED COURT ADMINISTRATOR:** Carol Smith
- **BOROUGH PHYSICIAN:** Monmouth Medical Center Occupational Health
- **SPECIAL EVENTS COMMITTEE:** (General Code: §38-3):
 - Councilmember, Marc Leckstein
 - Alternate Councilmember, Brian Kelly
 - Borough Business Owner, Felicia Stratton
 - Borough Resident, Susana Markson
 - Dina Long, Mayor
 - Joseph L. Verruni, Administrator or Christine Pfeiffer, Clerk
 - Brett Friedman, Police Captain
 - David Bahrle, Director of Public Works
 - Don Klein, Recreation Director
 - Daniel Chernavsky, OEM Coordinator
 - Candace Mitchell, Committee Secretary
 - Monmouth County Regional Health Commission Representative
- **FIRE DEPARTMENT LINE OFFICERS:** (General Code: §20-3 A.)
 - David Covert, Fire Chief
 - Charles R. Murphy, Jr., Assistant Chief
 - Charles Rivera, Captain
 - Scott Shanker, First Lieutenant
 - Kevin Covert, Second Lieutenant
 - Nick Luiten, Third Lieutenant
- **AUXILIARY FIRE DRIVERS:** (General Code: §20-7)
 - David Estelle
 - James Forsman
 - Charles R. Murphy, Jr.
 - David Covert
 - Aaron Rock

- **PROBATIONARY DRIVERS:**

Steve Lang
Daniel Drogin
C. Read Murphy
Charles Rivera
William Trivett Jr.
Patrick S. Mason Jr.
Angelo Ciaglia
Erick Hennessey
Anthony Nolin
Joseph Eskridge
Jake Simon
Nick Hubbard
Scott Shanker
Kevin Hoffman
Robert Kegley
Robert Eyerkuss
James Fenn
Darren Berry
David Ivins
Todd Ferguson
Nick Luiten
Aaron Lyle
Frank Santore
Kevin Covert
Nick Recine

- **FIRE DEPARTMENT – ENGINEERS:**

David Estelle - Chief Engineer
James Forsman – Assistant Engineer

- **FIRE POLICE:** Five year term

Daniel Drogin, Captain	(01/01/19 - 12/31/23)
David H. Estelle	(01/01/19 - 12/31/23)
Joseph Eskridge	(01/01/16 - 12/31/20)
Patrick Mason, Jr.	(01/01/16 - 12/31/20)
Patrick Covert	(01/01/16 - 12/31/20)
Michael Estelle	(01/01/16 - 12/31/20)

- **PURCHASING AGENTS – FIRE DEPARTMENT:**

Chief David Covert
Assistant Chief Charles R. Murphy, Jr.

- **POLICE OFFICERS:**

Brett Friedman, Captain
John Arias, Lieutenant
James McCue, Sergeant
Charles Murphy, Sergeant
Erich Bennett, Corporal
Chris Fisler, Patrolman
Daniel J. Chernavsky, Detective
Richard Huegel, Patrolman
Andrew Hendricks, Patrolman
Michael Morgan, Patrolman
Ty Manning, Patrolman

- **CLASS II SPECIAL POLICE OFFICERS:**

Sean Marelli
Daniel Patrick Welsh
Joseph R. Blewett
Kelly Eagan
Joseph Koempel
Michael Walsh
Robert Alvator
Casey Breeze
Kevin Buchanan

- **CLASS I SPECIAL POLICE OFFICER:**

Kerry Gowan
Emily Skillman

- **POLICE MATRON:** Kerry Gowan

- **REPRESENTATIVE TO MONMOUTH COUNTY MUNICIPAL JOINT INSURANCE FUND:**

William J. Keeler, Councilmember
Joseph Verruni, Alternate

- **EMERGENCY MANAGEMENT:**

Coordinator: 3 year term

Daniel J. Chernavsky (04/01/17 – 03/31/20)

Deputy Coordinators: 1 year term

Candance Brunswick
Daniel Drogin
David Estelle
Steve Lang
James LoBiondo
C. Read Murphy
Ryan B. Murphy

• **LOCAL EMERGENCY PLANNING COMMITTEE:**

- Dina Long, Chair
- Chris Pfeiffer, Borough Clerk
- Joseph Verruni, Borough Administrator
- Brett Friedman, Police Captain
- David Covert, Fire Chief
- Daniel J. Chernavsky, OEM
- David Estelle, EMS
- Tom Haege, Fire Official
- C. Read Murphy
- David Bahrle, DPW
- Lance Cunningham, Marina
- James LoBiondo, Beach Club
- Michael Stavola, Beach Club
- Chris Wood, Business
- Marc Leckstein, Council/Public Relations Liaison
- Charles Rooney, Public Safety Chair

13. BENEDICTION: Pastor Turner

14. ADJOURNMENT

Motion: _____ **Second:** _____

Roll Call: Birdsall ___ Keeler ___ Kelly ___ Leckstein ___ Rooney ___ Schwartz ___