

**BOROUGH OF SOUTH TOMS RIVER
REGULAR CAUCUS MEETING
DECEMBER 9, 2013, 7:00 PM**

1. MOMENT OF SILENCE & FLAG SALUTE

The Mayor opened the meeting with a Moment of Silence and proceeded with the Flag Salute

2. STATE OF PUBLIC NOTICE

This meeting of the Mayor and Borough Council was called pursuant to the provisions of the Open Public Meeting Law. Notice of this meeting was sent to the Asbury Park Press on December 6, 2012; in addition a copy of notice is posted on the bulletin board in the Municipal Building, and filed in the office of the Borough Clerk.

3. ROLL CALL:

	Cradle	Handshy	Murray	Reevey	Sykes	Williams	Champagne
Present	x	x	x	x	x	x	x
Absent							

4. PRESENTATIONS:

Jessica DeForne, the 2013 Teen Miss New Jersey and 2013 Elite winner spoke to all Student of the Month recipients.

The Mayor stated that distributing the Student of the Month certificates is almost a present in itself, and it is a pleasure to share this with both the students and families. He then proceeded with the distribution of the certificates.

The Mayor recognized Tri-State recycling for their donation of toys for families in need

5. PUBLIC COMMENTS

Tom Ralzhausem, 420 Applegate Avenue, mentioned a resident on facebook was plowed-in. Councilman Murray stated that Public Works will do their best to make sure the roads are clear and depending on where this resident lives, sometimes Public Works isn't able to plow differently.

6. APPROVAL OF MINUTES

- November 12 Caucus meeting
- November 12 Closed Session
- November 18 Council Meeting
- November 18 Closed Session

Councilman Handshy asked for a correction on the spelling of HOOP house. Seeing no other corrections,

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
x		Cradle	x			
		Handshy	x			

		Murray	x			
	x	Reevey	x			
		Sykes	x			
		Williams	x			

7. DISCUSSION OF NEW ORDINANCES:

- Ordinance 14-13 Establishing Home offices
- Ordinance 15-13 Allowance of Special Events
- Ordinance 16-13 Taxi/Autocab/Limousine
- Ordinance 17-13 Pawn Shop
- Ordinance 18-13 Billiard Parlors

Borough Clerk stated the following proposed ordinances have been sent over to the Land Use Board for review, and a second reading will be announced once the Land Use Board responds.

8. RESOLUTIONS

The Borough Clerk read all resolutions in this section. The Governing Body requested both Resolution 2013-230 and the Deputy Municipal Clerk discussion to be discussed in Closed Session.

Resolution 2013-230 Appointing Joseph A. Kostecki to a three (3) year term as Borough Administrator/Municipal Clerk

no action taken

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Cradle				
		Handshy				
		Murray				
		Reevey				
		Sykes				
		Williams				

Resolution 2013- Deputy Municipal Clerk

no action taken

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Cradle				
		Handshy				
		Murray				
		Reevey				
		Sykes				
		Williams				

Councilman Cradle requested a brief overview of this Strategic Recovery Grant from Borough Engineer, Chris Theodos

Mr. Theodos stated this is the first of several forthcoming competitive grants. This grant requires a specific type of Engineer, and this Recovery Planning Report is funded solely through a grant that requires a Request For Professional. This is an essential part for recovering from disasters such as Super Storm Sandy and also for sustainability to ensure a quick recovery from upcoming storms.

Councilman Cradle stated that this seems as though the Borough is in need of this, and if this goes out as an RFP to ensure proper procedure, and is funded solely through a grant, then the Borough should proceed with this to obtain this competitive grant as quickly as possible.

no action taken was taken on the following resolutions.

Resolution 2013- Authorizing Borough Engineer to apply for a New Jersey Department of Community Affairs grant for a Strategic Recovery Planning Report

Resolution 2013- Authorizing the advertisement for Request For Proposals for the Preparation of a Strategic Recovery Planning Report

Resolution 2013- Transfer of funds

9. CONSENT AGENDA/PERMISSION

The below listed items are considered to be routine by the Borough of South Toms River and will be enacted by one motion. There will be no formal discussion of these items. If discussion is desired, this item will be removed from the Consent Agenda and will be considered separately.

Resolution 2013 Recognizing Chris Theodos of Maser Consulting for his engineering work the Borough of South Toms River

Resolution 2013 Recognizing Robert Tarver Esq for his work with the Borough of South Toms River

Resolution 2013 Resolution celebrating the life of Nelson Mandela

Resolution 2013 Commemorating Independence Day of Haiti and her contribution to the United States Revolutionary War in 1779 and expansion in 1803

Councilman Reevey stated that there are many professionals in town, and they all should be recognized. The Governing Body unanimously agreed and they directed the Municipal Clerk to

draft a resolution recognizing all professionals instead of only the two presented.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Cradle				
		Handshy				
		Murray				
		Reevey				
		Sykes				
		Williams				

10. VOUCHERS

No discussion was had on vouchers

11. OLD BUSINESS

Discussion of updated employment manual\

Borough Attorney, Mr. Tarver, stated there was a meeting to discuss proposed changes to the Employment manual, and many of the proposed changes were acceptable to the review committee. There were some changes requested to social media, late policy, and additions presented by the Borough Clerk for new hire packets and harassment policy. Mr. Tarver further stated the Governing Body will be receiving a full packet by Mr. Tarver within the week for final review.

12. NEW BUSINESS

Song and poem contest that captures the essence of our town.

Mayor Champagne provided a review of this proposed contest.

Councilman Murray noted that there may be a difference in the talent submissions.

Councilman Reevey stated the Borough should present this contest to all Toms River Schools and possibly have two levels of competition; one for the High School and one for Middle School. The Governing Body was in agreement.

13. MONTHLY COMMITTEE & LIAISON REPORTS: None

14. PUBLIC COMMENTS

Kevin McCormack stated he supports the grant for Strategic Recovery, and requested additional grant money to fund possible additions to OEM facilities. He also mentioned two upcoming FEMA drills and requested all Governing Body attend.

Mayor Champagne thanked Mr. McCormack for the use of the electronic OEM sign.

15. EXECUTIVE SESSION

Resolution 2013-237 Approving the Governing Body to go into Closed Session for the purpose of discussion Personnel and Collective Bargaining

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
X		Cradle	X			
		Handshy	X			

		Murray	x			
	x	Reevey	x			
		Sykes	x			
		Williams	x			

Out of Executive Session, the Governing Body entertained two resolutions

Resolution 2013-230 Appointing Joseph A. Kostecki to a three (3) year term as Borough Administrator/Municipal Clerk

RESOLUTION 2013-230

**RESOLUTION OF THE BOROUGH OF SOUTH TOMS RIVER,
COUNTY OF OCEAN, STATE OF NEW JERSEY APPOINTING JOSEPH A.KOSTECKI
AS MUNICIPAL CLERK**

WHEREAS, Elizabeth Silvestri has retired from her position as Municipal Clerk; and

WHEREAS, it is required that the Borough of South Toms River appoint a Certified Municipal Clerk as soon as possible; and

WHEREAS, the Offer of Employment provided to Joseph A. Kostecki stated that continued employment as Deputy Municipal Clerk, and subsequently Municipal Clerk, is contingent upon the successful completion of the requirements and certification as a Registered Municipal Clerk; and

WHEREAS, at the date of hire, Joseph A. Kostecki assumed administrative duties within the Borough as a Borough Administrator in addition to the duties of a Municipal Clerk; and

WHEREAS, Joseph A. Kostecki has successfully completed the Borough's 90 day probationary hiring period, in addition to successfully completing all requirements and certifications for the position of a Registered Municipal Clerk.

NOW, THEREFORE, BE IT RESOLVED that Joseph A. Kostecki, RMC (license #) is appointed Borough Administrator/Municipal Clerk of the Borough of South Toms River for the three year term to expire December 9, 2016; contingent on proof of RMC certification.

BE IT FURTHER RESOLVED that said appointments becomes effective immediately and that said positions (Administrator/Municipal Clerk) be compensated at the current combined rate of \$65,00.00, subject to any future salary ordinances. All other aspects of employment will be in accordance to State Statute and the Borough's Employee Handbook.

CERTIFICATION

I, Joseph A. Kostecki, Municipal Clerk, of the Borough of South Toms River, County of Ocean, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the

Borough Council at the Regular meeting held on the 9th day of December, 2013, in the Borough Hall, 144 Mill Street, South Toms River, New Jersey.

Joseph A. Kostecki, RMC
Municipal Clerk

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
x		Cradle	x			
		Handshy	x			
		Murray	x			
	x	Reevey	x			
		Sykes	x			
		Williams	x			

Resolution 2013-231 Appointing Maria Golda Deputy Municipal Clerk

RESOLUTION 2013-231

**RESOLUTION OF THE BOROUGH OF SOUTH TOMS RIVER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
APPOINTING MARIA GOLDA DEPUTY MUNICIPAL CLERK**

WHEREAS, a Municipal Clerk has certain statutory duties including signing various documents as the Municipal Clerk; and

WHEREAS, from time to time the Municipal Clerk must be absent from Borough hall and various documents must be signed by the Municipal Clerk; and

WHEREAS, the Governing Body may appoint a Deputy Municipal Clerk for the purpose of assuring that someone is present in town hall with authority to sign as Municipal Clerk when the Municipal Clerk is absent; and

WHEREAS, there is a vacancy in this already budgeted position; and

WHEREAS, Maria Gold has successfully served in a temporary, part-time position as Deputy Registrar.

NOW THEREFORE BE IT RESOLVED by the Borough of South Toms River Governing Body as follows:

1. Maria Golda is hereby appointed Deputy Municipal Clerk of the Borough of South

Toms River

2. Maria Golda is to work at \$16.00/Hour for 30 hours a week
3. Hours will be Monday through Friday 9am to 3pm
4. This transitions her employment status from a temporary position to a permanent position

CERTIFICATION

I, Joseph Kostecki, Municipal Clerk of the Borough of South Toms River do hereby certify that the foregoing to be a true and correct copy of a Resolution duly adopted by the Governing Body of the Borough of South Toms River at its meeting held on the 9th day of December 2013.

Joseph Kostecki, RMC
Borough Clerk

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
x		Cradle	x			
		Handshy	x			
		Murray	x			
	x	Reevey	x			
		Sykes	x			
		Williams	x			

16. ADJOURNMENT at 9:30pm

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
x		Cradle	x			
		Handshy	x			
	x	Murray	x			
		Reevey	x			
		Sykes	x			
		Williams	x			

Respectfully submitted by Municipal Clerk

Approved

Joseph M. Champagne, Mayor

Joseph A. Kostecki, Municipal Clerk, RMC