

January 2<sup>nd</sup>, 2024

Start: 12:00pm

Happy New Year

Clerk - announces that newly elected officials have taken their Oath of Office.

Mayor - compliance statement.

- salute to the flag.

- greetings to the assembly.

- announces that Robert's Rules of Order shall be used by the Council in determining all parliamentary questions, not specifically provided for, in conjunction with the provisions provided by resolution 24-17.

Mayor - requests the council to organize and elect a President. (Council may elect to leave the dais to deliberate)

Motion - to open the floor for nominations

Motion - to close the nominations.

Motion - to elect a council president.

Mayor - announces the election of the Council President and requests that the President announce the committee assignments for 2024.

Mayor - announces the professional appointments for 2024.

Borough Attorney Montenegro, Thompson, Montenegro & Genz

Bond Counsel Meghan Bennett Clark & GluckWalrath, LLC

Borough Engineer Alan Hilla & H2M Engineering

Borough Auditor Hulsart & Company

Public Defender Donald K Greer, Jr

Labor Counsel Adam S Abramson-Schneider & Cleary, Giacobbe, Alfieri, Jacobs LLC

Prosecutor James D Carton IV

Motion - to confirm the professional appointments.

Mayor - announces that all professional appointments are subject to the execution of a professional service contract.

Resolution 24-01 - to appoint Chief Gary Olsen as Emergency Management Coordinator.

Resolution 24-02 - to appoint Carol Baran as representative to the Monmouth County Community Development program and to Adelaide Schmidt as the alternate.

Motion - to confirm all tenured and non-annual appointments now held by employees of the Borough of Brielle.

Motion - to confirm the membership roster of the Brielle First Aid Squad and Brielle Fire Company No. 1.

Mayor - announces the annual appointments.

- Borough Administrator	Thomas F. Nolan
- Municipal Clerk	Carol Baran
- officer to issue certificates of Liability	Carol Baran
- Relocation Officer	Carol Baran
- Commissioner of Insurance	Thomas F. Nolan
- Human Resources Director	Thomas F. Nolan
- Borough Historian	James ham
- Public Agency Compliance Officer	Carol Baran
- Fire Protection Official	Chris Willms
- Code Enforcement	Chris Willms
- Representative to the S.E.M.M.U.A.	Thomas F. Nolan
- Zoning Official	Elissa C. Commins
- Conflict Zoning Officer	Alan P. Hilla
- Conflict Engineers	Lindstrom, Dissiner & Carr Leon S. Avakian, inc. Elissa Commins Kennedy Consulting, LLC.
- 1 <sup>st</sup> deputy Emergency Management Coord.	Capt. Michael Mechler
- 2 <sup>nd</sup> deputy emergency management Coord.	Timothy A. Shaak
- Police OPRA Coordinator	Tracy Rubino
- Registrar/Board of Health	Tina McDermott
- Deputy Registrars/Board of Health	Denise Murphy
- Mercantile Officer	Carol Baran
- Tax Collector	Tina McDermott
- Water/Sewer Rent Collector	Denise Murphy

- Animal Control Official	Tina McDermott
- Superintendent Public Works	Jeffrey Weiss
- Clean Communities & Recycling Coordinator	Carol Baran
- Asst. CC & Recycling Coordinator	Jeffrey Weiss
- Safety Coordinator	Carol Baran
- Asst. Safety Coordinator	Jeffrey Weiss
- Chief Finance Officer	John Antonides
- Deputy Finance Officer	Tina McDermott
- General Financial Assistant	Denise Murphy
- representative to M.R.H.C.	Denise Murphy
- Assistant Clerks Financial Services	Tina McDermott
	Karen S. Brisben
- Assistant to the Administrator	Carol Baran
- Deputy Clerk of Elections	Denise Murphy
- Detective(S)	(Chief's appointment)
- Working Foreman	Michael Burger (Water)
	Jeffrey Ely (Streets & Roads)
- Water Plant Operator	Michael Mcarthur

Resolution 24-03 - to confirm the foregoing appointments.

Mayor - announces the appointments to the various Boards & Commissions of the Borough of Brielle for terms that expired December 31st, 2023.

#### Planning Board

- Frank A. Garruzzo	Member Class I (24)
- Karen Brisben	Member Class II (24)
- Council Representative	Member Class III (24)
- Christian Siano	Member Class IV (26)

#### Community Development Block Grant Committee

- Tracy Rubino	Member (24)
- Tim Shaak	Member (24)

- Ann D. Scott Member (24)
- Darcy Garruzzo Member (24)
- Thomas Nolan Member (24)
- Carol Baran Representative (24)
- Adelaide Schmidt Alternate Rep. (24)

Board of Recreation

- Erin North Associate (24)
- Art Foreman Associate (24)
- Tara Holly Alternate (24)
- Christina Baldasare Alternate (24)
- Dan Kalembe Alternate (24)
- Mike McBride Alternate (24)
- Carol Baran Corresponding Secretary (24)

Environmental Committee

- Jennifer Kerrigan Member (26)
- Paul Tartaglia Member (26)
- Thomas Mauro Member (26)
- Kim Rowe Member Alternate #1 (25)
- Richard Loman Member Alternate #2 (26)

Shade Tree Commission

- Larry Rose Member (24)
- Bill Patterson Alternate (24)
- Ed Shinn Alternate (24)

Motion - to approve the foregoing appointments.

Mayor - announces that Resolutions 24-04 through 24-19 are pro-forma and shall be enacted by consent, unless there is an objection.

Resolution 24-04 - to establish meeting dates for Mayor & Council

Resolution 24-05 - to establish bank accounts & official depositories

Resolution 24-06 - to establish a rate of interest for delinquent taxes

Resolution 24-07 - to establish a petty cash fund (cash & checking)

Resolution 24-08 - to designate the official newspapers for 2024.

Resolution 24-09 - to authorize the tax collector to process tax refunds or delinquency with a value of \$10.00 or less, and to conduct the sale of tax liens in compliance with statute.

Resolution 24-10 - to authorize the business administrator, with the consent of the Mayor & Council Committee Chairman who has jurisdiction over the department, to hire temporary/part-time help on a "as needed" basis.

Resolution 24-11 - to memorialize the adoption of the temporary budget.

Resolution 24-12 - to comply with State criteria for reimbursement of sick time for eligible employees upon retirement.

Resolution 24-13 - to confirm all Special Police Officers (Class I & II) employed by the Borough of Brielle in their positions.

Resolution 24-14 - to authorize the Administrator to adjudicate minor personnel issues and minor insurance claims in his capacity as Human Resources Director & Insurance Representative.

Resolution 24-15 - to authorize the Brielle police department to participate in the LESO 1033 program re: surplus defense department items.

Resolution 24-16 - to designate certain employees as deputy custodians re: OPRA requests.

Resolution 24-17 - to establish the voting requirements for the passage of a Resolution

Resolution 24-18 - to establish extension days for the payment of tax and/or utility bills, without interest penalty whenever the mailing of said bills are delayed.

Resolution 24-19 - to authorize the Business Administrator to solicit bids re: Capital Improvements and/or the securement of professional services required to assist in the defense of tax appeals or other pending litigation.

Resolution 24-20 – Statement of Compliance with Local Budget Law as amended by P.L.2017, C.183 re: “Hiring Practices”

Resolution 24-21 – To establish rule of Procedure during public portion of Council meetings.

Resolution 24-22 – To appoint Carol Baran to a three-year term as Municipal Clerk 1/1/24-12/31/26

(Note: resolutions 24-04 through 24-22 are considered to be routine. They shall be approved by consent, unless a member of council, or of the public seeks a separate discussion of any of the foregoing resolutions.)

Mayor - comments from council

- announces the public portion of the meeting.

Motion - to adjourn.

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## Meeting Guidelines and Participation Rules

- a) We encourage you to join the meeting prior to its start time, you will be placed in a “waiting room” until the meeting starts.
- b) You will join muted and must remain muted until you are acknowledged during the Public Comment portion of the Meeting. Only the Meeting Organizer will “unmute/ mute” a participant and/ or attendee.
- c) In order to participate in the Public Comment portion of the Meeting you must type a request to the Meeting Organizer via the “Chat” feature in the app. You must state your Name and Address for the record.
- d) You will be acknowledged when it is your turn to comment.
- e) The “Chat” feature should only be used to indicate your desire to participate in the Public Comment portion of the meeting.