

**AGENDA
REGULAR MEETING OF THE
BOROUGH OF SHIP BOTTOM
DECEMBER 26, 2024
4:00 PM**

This Agenda Tentative and Subject to Change

1. CALL CAUCUS TO ORDER

The Mayor called the meeting to order at 4:04 PM

2. FLAG SALUTE AND PRAYER

The Mayor led the flag salute and The Clerk read the prayer.

3. STATEMENT OF NOTICE

The Clerk read the statement of notice.

4. ROLL CALL

The Clerk took roll call and the following members were present:

COUNCILMAN HARTMAN

COUNCILMAN TALLON

COUNCILMAN VALYO

COUNCILMAN ENGLISH

COUNCILMAN BUTKUS

COUNCILWOMAN BASILE

Also present:

MAYOR HUELSENBECK

Kathleen Flanagan, CFO/Borough Administrator

Kristy DeBoer, Municipal Clerk

5. CAUCUS DISCUSSION

There was no discussion for Caucus.

6. CALL REGULAR MEETING TO ORDER

7. APPROVAL OF MINTUES

With a motion by Councilman Tallon, seconded by Councilwoman Basile, the minutes were approved. A roll call vote was heard. Hartman, Tallon, Valyo, English all aye. Councilman Butkus abstained on the November 26 minutes and Councilwoman Basile abstained on the November 7 minutes.

November 7, 2024

Special Meeting

November 26, 2024

Regular Meeting

November 26, 2024

Executive Session

8. NEW BUSINESS

The Mayor asked for a motion for each resolution. The Clerk took a roll call for each and the vote is depicted within each resolution.

1. 2024-185 Bills List

**RESOLUTION 2024-185
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING THE PAYMENT OF MUNICIPAL BILLS
IN THE AMOUNT OF \$13,098.58**

WHEREAS, the Finance Committee of the Borough of Ship Bottom has examined the vouchers presented for payment.

NOW, THEREFORE BE IT RESOLVED that the approved vouchers in the amount of \$13,098.58 to be authorized to be paid upon verification of the Chief Financial Officer that there is sufficient money in the appropriated accounts, subject to adequate signatures and funding.

Motion: Councilman English

Second: Councilman Tallon

Dated: December 26, 2024

Roll Call: Hartman, Tallon, Valyo, English, Butkus, Basile, all aye.

CERTIFICATION

I, Kristy DeBoer, Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing Resolution was duly adopted by the Governing Body at a regular meeting held on December 26, 2024.

Kristy DeBoer, RMC
Municipal Clerk

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2. 2024-186 Shared Service Agreement Long Beach Twp. Mobile Data Terminals

RESOLUTION 2024-186

**RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING A SHARED SERVICES AGREEMENT WITH THE
TOWNSHIP OF LONG BEACH TO HAVE THE LONG BEACH TOWNSHIP POLICE DEPARTMENT
ACT AS LEAD AGENCY REGARDING THE MOBILE DATA TERMINAL LOOK-UP SERVICES**

WHEREAS, the Shared Services Act., N.J.S.A. 40:65A et seq. authorizes the Borough of Ship Bottom to enter into contracts for the provision of certain governmental services with other municipalities; and

WHEREAS, the Long Beach Township Police Department operates and maintains a server-based Mobile Data Terminal system to link mobile computers to agency systems in order to increase the sworn officers' ability to perform, report and record checks in the field; and

WHEREAS, it is the desire of the governing body to execute a Shared Services Agreement for the aforesaid services with the Township of Long Beach, effective January 1, 2025 through December 31, 2027, at a rate of \$120.00 for 2025, 2026 and 2027 per Mobile Data Terminal, or other device, connected to the MDT system server:

WHEREAS, The Chief Financial Officer for the Borough of Ship Bottom, does hereby certify that adequate funds are available for a shared service agreement with Long Beach Township FOR THE provision of Data terminal Look-up services for an amount not to exceed **\$800.00**. The funds which are available for this contract are found in the following line item appropriations or ordinances: Police O/E

Kathleen Flanagan, CFO

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Ship Bottom, County of Ocean, state of New Jersey as follows:

1. The Mayor and Municipal Clerk are hereby authorized and directed to execute a Shared Service Agreement with the Township of Long Beach in accordance with the provisions of law.
2. Each Shared Services Agreement shall have a three (3) year duration, with no option to extend, with the abovementioned municipalities.
3. A copy of the agreement referenced herein shall be kept on file and made available for public inspection at the Municipal Clerk's office during normal business hours.

Motion: Councilman Tallon

Second: Councilman Valyo

Dated: December 26, 2024

Roll Call: Hartman, Tallon, Valyo, English, Butkus, Basile, all aye.

CERTIFICATION

I, Kristy DeBoer, Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing Resolution was duly adopted by the Governing Body at a regular meeting held on December 26, 2024.

Kristy DeBoer, RMC
Municipal Clerk

3. 2024-187 Gov Deals

RESOLUTION 2024-187

**RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING DISPOSAL OF SURPLUS PROPERTY**

WHEREAS, the Borough of Ship Bottom is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, it is the desire of the Governing Body to sell said surplus property in "as is" condition, without express or implied warranties, by online auction method; and

WHEREAS, Gov Deals is part of Sourcewell Co-Op; and

WHEREAS, it is the desire of the Borough of Ship Bottom to authorize an agreement with Gov Deals for the auctioning of surplus municipal property; and

NOW THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Ship Bottom, County of Ocean, as follows:

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(1) That the sale of the surplus municipal personal property shall be conducted through GovDeals pursuant to Sourcewell Contract 041316-GDI in accordance with the terms and conditions of the Sourcewell Contract. The Mayor and Borough Clerk are authorized to execute an agreement in accordance with the same. The terms and conditions of the agreement entered into with GovDeals are available online at govdeals.com and are also available in the Office of the Borough of Clerk. The sale is being conducted pursuant to Local Finance Notice 2008-9. The sale will be conducted online and the address of the auction site is govdeals.com. The surplus property as identified shall be sold in an "as-is" condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.

(2) A list of the surplus property to be sold is referred in "Exhibit A" & "Exhibit B",

(3) The Borough of Ship Bottom reserves the right to accept or reject any bid submitted.

Motion: Councilwoman Basile

Second: Councilman Butkus

Dated: December 26, 2024

Roll Call: Hartman, Tallon, Valyo, English, Butkus, Basile, all aye.

CERTIFICATION

I, Kristy DeBoer, Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing Resolution was duly adopted by the Governing Body at a regular meeting held on December 26, 2024.

Kristy DeBoer, RMC
Municipal Clerk

EXHIBIT A

ID	Description	VIN/Serial
	Navy Blue 30 Yard Rudco Recycling Dumpster	
	Six (6) Sliding Top Open Doors	212461
	Green 20 Yard Rudco Recycling Dumpster	
	Navy Blue 15 Yard Solid Waste Dumpster	

4. 2024-188 Mathis Contract Extension for 2024 Emergency Repairs Water & Sewer

**RESOLUTION 2024-188
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING THE RENEWAL/EXTENSION
OF A CONTRACT WITH
MATHIS CONSTRUCTION CO., INC. FOR THE 2024
EMERGENCY REPAIRS FOR WATER AND SEWER**

WHEREAS, the Borough of Ship Bottom (hereinafter "Borough") previously advertised for the receipt of bids in regard to the 2023 Emergency Repairs for Water and Sewer; and

WHEREAS, a contract was awarded to Mathis Construction Co., Inc. (hereinafter "Contractor") the lowest responsible bidder in accordance with the bid specifications at \$136,831.00; and

WHEREAS, the contract provides for an option for the Borough to extend the contract for a period of one (1) year from the end of the initial contract period of January 1, 2024 until December 31, 2025, with an increase in the above-stated unit price negotiated by both parties in an amount not to exceed the prevailing municipal CAP rate prescribed by the State of New Jersey.

WHEREAS, the Contractor has agreed to extend the contract originally contracted at \$136,831.00 with an increase of 1.33%; and

WHEREAS, it is the desire of the governing body to exercise its option of a one (1) year contract extension with the Contractor under the terms and pricing of the existing agreement.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

1. That the governing body does hereby authorize a one (1) year contract extension with the Contractor for the emergency repair for water and sewer under the same pricing, terms and conditions of the existing agreement.
2. That the Mayor is hereby authorized to execute and the Municipal Clerk to attest to an extension of the contract under the terms and conditions as set forth herein.
3. That a Certificate of Availability of Funds executed by the Chief Financial Officer is annexed hereto.
4. The following are the line-item appropriations or ordinances which constitute the availability of funds for this contract: Water/Sewer Repairs and Maintenance.
5. That a certified copy of this resolution, together with a copy of the contract extension shall be forwarded to the Chief Financial Officer and to the Contractor.

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Motion: Councilman Butkus
Second: Councilman English
Dated: December 26, 2024
Roll Call: Hartman, Tallon, Valyo, English, Butkus, Basile, all aye.

CERTIFICATION

I, Kristy De Boer, Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing resolution was duly adopted by the Governing Body at a regular meeting held on December 26, 2024

Kristy DeBoer, RMC, Municipal Clerk

CERTIFICATE OF AVAILABILITY OF FUNDS

I, **KATHLEEN FLANAGAN**, Chief Financial Officer for the Borough of Ship Bottom, do hereby certify that adequate funds are available for a contract with Mathis Construction Co., Inc. for 2025 Emergency Repairs for Water and Sewer. The funds which are available for this contract are found in the following line item appropriations: Water/Sewer Repairs and Maintenance.

Kathleen Flanagan, CFO
Chief Financial Officer
Borough of Ship Bottom

5. 2024-189 Chapter 159 Tourism Grant

RESOLUTION 2024-189

**RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
REQUESTING THE DIRECTOR OF THE DIVISION OF
LOCAL GOVERNMENT SERVICES TO APPROVE THE
INSERTION OF REVENUE INTO THE 2024 BUDGET FROM
THE OCEAN COUNTY TOURISM GRANT**

WHEREAS, NJS 40:A4-87 provides that the Director of the Division of Local Government Services, may, approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an appropriation for the equal amount;

NOW THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Ship Bottom, in the county of Ocean, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2024 in the sum of \$2,325.00, which is now available as a revenue from an Ocean County Tourism Grant pursuant to the provision of the statute, and

BE IT FURTHER RESOLVED that the like sum of \$2,325.00 is hereby appropriated under the caption Ocean County Tourism Grant; and

BE IT FURTHER RESOLVED that the sum of \$2,325.00 representing the amount required for the municipality's share of the aforementioned undertaking or improvement appears in the budget of the year 2014 under the caption Federal and State Grants – Municipal Share and is hereby appropriated under the caption Ocean County Tourism Grant.

BE IT FURTHER RESOLVED that two (2) copies of this resolution be forwarded to the Director of the Division of Local Government Services.

Motion: Councilman Tallon
Second: Councilman English
Dated: December 26, 2024
Roll Call: Hartman, Tallon, Valyo, English, Butkus, Basile, all aye.

CERTIFICATION

I, Kristy DeBoer, Deputy Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing resolution was duly adopted by the Governing Body at a regular meeting held on December 26, 2024.

Kristy DeBoer
Municipal Clerk

6. 2024-190 Authorizing Transfers Between Budget Appropriations
RESOLUTION 2024-190

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**RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING TRANSFERS BETWEEN
BUDGET APPROPRIATIONS**

WHEREAS, N.J.S.A. 40A:4-58 permits appropriation transfers to be made during the last two months of the calendar year; and

WHEREAS, said transfers shall occur in the last two months of the calendar year 2024.

NOW, THEREFORE BE IT RESOLVED (not less than two-thirds (2/3) of the governing body affirmatively confirming) that the following transfers be and are hereby made between budget appropriations in the 2024 budget:

TO:	Police Salary and Wages	\$69,000.00	
FROM:	Administration Other Expenses		\$14,000.00
	Uniform Construction Code Other Expenses		\$20,000.00
	Police Other Expenses		\$5,000.00
	Streets and Roads Salary and Wages		\$30,000.00
	TOTAL	\$69,000.00	\$69,000.00

Motion: Councilman Tallon
Second: Councilman Valyo
Dated: December 26, 2024
Roll Call: Hartman, Tallon, Valyo, English, Butkus, Basile, all aye.

CERTIFICATION

I, Kristy DeBoer, Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing resolution was duly adopted by the Governing Body of the Borough of Ship Bottom at a regular meeting held on December 26, 2024.

Kristy DeBoer, RMC
Municipal Clerk

7. 2024-191 Opposing Toll Increase

**RESOLUTION 2024-191
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY, STRONGLY OPPOSING AN INCREASE TO THE
TOLLS ON BOTH THE GARDEN STATE PARKWAY AND THE NEW JERSEY TURNPIKE**

WHEREAS, the Mayor and Council of the Borough of Ship Bottom, have repeatedly opposed ongoing toll increases along both the Garden State Parkway and the New Jersey Turnpike; and

WHEREAS, the New Jersey Turnpike Authority has announced a 3 percent toll increase on both highways effective January 2025; and

WHEREAS, this will be the fifth such increase since 2020; and

WHEREAS, Ocean County residents pay a disproportionate amount of these toll increases due to limited access to state-wide public transportation, which forces residents to rely on their personal vehicles; and

WHEREAS, Ocean County's commuters tend to travel a longer distance on the Parkway to reach their jobs than drivers in many parts of the state; and

WHEREAS, many of our more than 200,000 senior citizens are living on fixed incomes and are already struggling with higher prices for food, medicine, and home heating and should not be burdened with higher transportation costs; and

WHEREAS, the increase could also deter visitors from traveling to Ocean County, negatively impacting our \$7 billion tourism industry; and

WHEREAS, our residents have also been forced to pay an unfair share of a series of ongoing state gasoline tax increases; and

WHEREAS, Governor Phil Murphy has the constitutional power to veto the 2025 New Jersey Turnpike Authority's budget and eliminate the toll increase.

NOW, THEREFORE, BE IT RESOLVED THAT THE BOROUGH OF SHIP BOTTOM MAYOR AND COUNCIL, OF THE COUNTY OF OCEAN, STATE OF NEW JERSEY continues to strongly oppose an increase to the tolls on both the Garden State Parkway and the New Jersey Turnpike.

BE IT FURTHER RESOLVED, that the Borough of Ship Bottom calls on Governor Phil Murphy to veto the proposed New Jersey Turnpike budget and cancel this ill-conceived increase.

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BE IT FURTHER RESOLVED, that the certified copies of this resolution shall be sent to Governor Phil Murphy, our 9th, 10th, 12th and 30th Legislative District Representatives, the Director of the New Jersey Department of Transportation and the Mayors of all 33 Ocean County Municipalities.

CERTIFICATION

I, Kristy DeBoer, Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing resolution was duly adopted by the Governing Body of the Borough of Ship Bottom at a regular meeting held on December 26, 2024.

Kristy DeBoer, RMC
Municipal Clerk

ORDINANCES FOR INTRODUCTION - NONE

9. OLD BUSINESS

1. 2024-26 Commercial Parking

The Mayor explained that there were changes that needed to be made to Ordinance 2024-26. He further explained that it would be reintroduced with a new ordinance number in 2025. He asked for a motion to deny the ordinance. Councilman Tallon made a motion to deny, seconded by Councilwoman Basile. A roll call vote was heard with six in the affirmative, the ordinance was denied.

2. 2024-27 Updating Escrow Fees

PUBLIC COMMENT

ORDINANCE 2024-27C

**ORDINANCE OF THE BOROUGH OF SHIP BOTTOM, COUNTY OF OCEAN,
STATE OF NEW JERSEY, AMENDING CHAPTER 16.84 OF TITLE 16 OF
THE BOROUGH CODE OF THE BOROUGH OF SHIP BOTTOM ENTITLED
“FEES, GUARENTEES, INSPECTIONS AND OFF-TRACT IMPROVEMENTS”
SO AS TO REVISE VARIOUS LAND DEVELOPMENT APPLICATION FEES**

BE IT ORDAINED, by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

SECTION 1. Section 16.84.010A of the Borough Code of the Borough of Ship Bottom entitled “Fees” is here by amended and supplemented to read as follows (underscores represent additions; strikethroughs represent deletions):

- A. Every application for development shall be accompanied by a certified check(s) payable to the “Borough of Ship Bottom” in accordance with the following schedule of administrative charges and escrow account deposits. Where one application for development includes several approval requests the sum of the individually required administrative charges and escrow account deposits shall be paid, with separate checks for the total administrative charges and for the total escrow account deposits. Fees and copies of requested items, special meetings, and other items also included in the fee schedule.

Type	Administrative Plus Charges	Plus	Escrow Account Deposits
2. Subdivisions			
a. Minor subdivision plat	\$625.00	+	\$1,250 \$2,000
b. Preliminary major division plat	\$1,500.00	+	\$1,600 \$2,500 plus \$75 per lot
c. Final major subdivision plat	\$750.00	+	\$1,000 \$1,500 \$55 per lot
e. Request for reapproval or extension of time	\$425.00	+	\$250 \$1,000 per lot
3. Site Plan			
a. Minor site plan	\$750.00	+	\$1,250 \$2,500
b. Preliminary major site plan	\$1,500	+	\$2,000 \$2,500 for first acre or part of acre, plus \$500 for each additional acre or part of acre, plus \$100 per dwelling unit in the case of multiple-family units and/or \$0.10 per gross square foot building area in the case of nonresidential buildings
c. Final major site plan	\$950	+	\$750 \$1,000 for first acre, plus \$250 for each additional acre or part of acre, multiple-family units and/or \$0.05 per gross square foot of building area in the case of nonresidential buildings
e. Request for approval or	\$425	+	\$250 \$500 per acre or

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extension of time			part of acre
4. Conditional uses (in addition to Fees for required site plan or sub-Division review)	\$500	+	\$500 \$1,000
5. Variances			
a. Appeals (40:55D 70a)	\$500	+	\$1,000 \$2,000
b. Interpretation (40:55D70b)	\$500	+	\$1,000 \$2,000
c. Bulk (40:55D-70c)	\$500 per application	+	\$1,250 \$2,000 for first variance plus \$50 for each additional variance
d. Use and others (40:55D-7-d)	\$625	+	\$1,500 \$2,000
e. Permit (40:55D-34 and 35)	\$500	+	\$1,000 \$2,000

SECTION 2. All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

SECTION 3. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid of unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions.

SECTION 4. This ordinance shall take effect after public reading and publication as required by law.

STATEMENT OF PURPOSE

The purpose of this ordinance is to formally update the Land Use Board Escrow fees listed in Title 16 Chapter 16.84.010A.

NOTICE

Public Notice is hereby given that the foregoing Ordinance was introduced and passed on the first reading at a regular meeting of the Mayor and Council of the Borough of Ship Bottom, Ocean of Ocean, State of New Jersey, held on Tuesday, November 26, 2024, at 6:30 P.M.

Further public notice is hereby given that said ordinance shall be considered for final passage and adoption at a regular meeting of the Mayor and Council to be held on Tuesday, December 26, 2024, at 6:30 P.M. at the Municipal Building, 1621 Long Beach Blvd., Ship Bottom, New Jersey, 08008.

Kristy DeBoer, RMC
Municipal Clerk

CERTIFICATION

I, KRISTY DEBOER, RMC, Municipal Clerk for the Borough of Ship Bottom do hereby certify that the foregoing Ordinance 2024-27C was duly adopted by the Mayor and Council at the meeting held on December 26, 2024, at 6:30 p.m.

Kristy DeBoer, RMC
Municipal Clerk

William Huelsenbeck
Mayor

10. **CORRESPONDENCE**

N/A

11. **COMMITTEE REPORTS**

Mayor's Report

Revenue and Finance/Treasurer's Report

Councilman David Hartman

Councilman Hartman requested that the Treasurers Report be spread in the minutes. The 4th quarter water/sewer bills were processed and mailed out. We are ending 2024 in good shape. Our collection is at 99%. There are twenty-one properties ending the year with property tax balances. Of those properties five have small partial balances. In January, the delinquent properties will receive notices advising them that they will be going to tax sale is the balance is not paid.

Public Safety

Councilman Tom Tallon

Councilman Tallon read the Public Safety Report for December.

There were 3,482 vehicle miles

There were 605 reported activities

There were 273 beach, business and building checks.

There were 8 medical assists.

There were 191 traffic stops, 8 motor vehicle accidents without injuries and one motor vehicle accidents with injuries.

He wished everyone a happy, healthy new year!

Public Works

Councilman Joseph Valyo

Councilman Valyo read the Public Works Report:

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Lawn service equipment was serviced, DPW vehicle repairs, Police vehicles repairs were done, picked up metal, repaired wire in plaza for decorations, finished repairs on bay beach pavilion, checked and repaired light displays, winterized boat ramp restroom, winterized pickleball restroom, parade meetings, repaired heater at water plant, removed trash and recycling cans from boulevard for parade, took light canopy down at boat ramp, picked up 12 yards of road salt from county, removed windscreens from pickleball court made adjustments to Borough Hall heater, cleaned plaza for parade, weeded and cleaned up outside Borough Hall, cleaned off storm drains, put PD sign boards out for parade, repaired electric box at boat ramp, set up parade, cyber training, JIF inspection, picked up beach badges in Cape May, replaced outlet 4th St. pole decoration, repaired beach walkway 20th St., started removing fence 10th and Barnegat, replaced barricade at 25th and Ocean, repaired and painted lifeguard stands, built new lifeguard shower, ran generators, fire extinguisher inspection.

Parks and Recreation

Councilman Edward English

Councilman English read the Beach Supervisor Report.

Information regarding employment and the Junior Lifeguard Program will be published next month on the Borough website.

Dates for the lifeguard swim test and employee drug urinalysis testing have been scheduled. The 2024 beach badge order is being put together and will be submitted to the Finance Department. He reported that the final boat ramp sales were \$2,335 up from the previous year at \$49,820.00.

Water/Sewer

Councilman Robert Butkus

The 4th quarter water/sewer bills were processed and mailed out. Payments are due by January 20, 2025. These bills are for water used October 1 through December 2024. The year is ending with seven accounts having delinquencies. Of those only five have large balances. The water/sewer will make another attempt to collect those balances before considering turning their service off for non-payment.

Public Property & Community Affairs

Councilwoman Mary Basile

Councilwoman Basile read the following reports:

<u>Permits Processed:</u>	14	<u>Permit Updates:</u>	02
<u>TOTAL:</u>			16

New Buildings:	1	Alterations:	13
Demolitions:	0	Additions:	1
<u>Addition/Rehab:</u>	1		
<u>Total Revenue:</u>			\$20,035.00

ZONING REPORT

New Single Family Res:	0	Shed/AC:	0
Pavers:	5	Pool:	3
Bulkhead	0	Fence:	2
<u>Addition</u>	5		

Total: 15

<u>CODE ENFORCEMENT</u>	<u>Verbal Warnings</u>	<u>Written Warnings</u>	<u>Summons</u>
Garbage Container	2	8	0
Recycling Container	1	9	0
Trailer Parked on Streets	4	3	0
Construction Equipment/ Street Obstruction	2	1	0
Temporary Storage Units	1	1	0
Illegal Sign/No Parking Cones			
Unfit Properties	0	0	0
Fiberglass/Dry Cutting Pavers	0	0	0
Uncovered Dumpsters	0	14	1
<u>Dry Cutting Pavers</u>	N/A	N/A	0
<u>TOTALS:</u>	10	36	1

There were six Certificate of Occupancy Inspections, all passed inspection.

11. PUBLIC COMMENT

The Mayor opened the floor for public comment with a motion and second by Councilmen Hartman and Tallon and an all-in favor vote. There was no public comment and the Mayor closed the floor with a motion and second by Councilmen English and Hartman and an all-in favor vote.

12. ADJORN THE MEETING

With a motion by Councilman Tallon, seconded by Councilwoman Basile, and an all-in favor

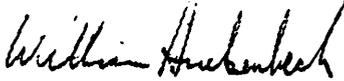
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vote, the Mayor adjourned the meeting at 4:45 PM

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KRISTY DEBOER
Municipal Clerk



WILLIAM HUELSENBECK
Mayor

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