

**Mayor and Council
Agenda
Community Center,
22 Snug Harbor Avenue, Highlands
Wednesday, February 01, 2017
7:00 p.m.**

As per requirement of Public Law 1975, Chapter 231, notice is hereby given that this is a Regular Meeting of the Borough of Highlands Mayor and Council and all requirements have been met. Notice has been transmitted to the Asbury Park Press and the Two River Times. Notice has been posted on the public bulletin board. Formal Action will be taken.

Call to Order
Meeting Statement
Roll Call
Executive Session Resolution

EXECUTIVE SESSION: 7:00PM

**Attorney-Client Privilege: Employee Handbooks
Optional Municipal Charter Law
Bay Pointe at Highlands Condominium Association**

REGULAR MEETING: 8:00PM

Call to Order
Pledge of Allegiance
Roll Call

Approval of Minutes: January 18, 2017 – Regular Meeting

Public Comments on Resolutions

Consent Agenda:

Resolutions

- R-17-031** - Appointing Member of the Environmental Commission
- R-17-032** - Appointing Recreation Committee Members
- R-17-045** - Appointing Additional Member to the Green Team Due to Vacancy Created
- R-17-046** - Auth. the Highlands Green Team to Submit Grants to Sustainable Jersey
- R-17-047** - Appointing Communication Operators
- R-17-048** - Amending Appointment of Municipal Attorney
- R-17-049** - Appointing Additional Member to the Recreation Committee (Advisory)
- R-17-050** - Authorizing Payment of Bills
- R-17-051** – Award Emergency Contract – J.F. Kiely

**Mayor and Council
Agenda
Community Center,
22 Snug Harbor Avenue, Highlands
Wednesday, February 01, 2017
7:00 p.m.**

Ordinances: Introductions - [Public Hearing/Possible Adoption – February 15, 2017]

O-17-02 - Amend Chapter 2 of the Borough Code in Order to Establish the Borough of Highlands Green Team Advisory Committee

O-17-03 - Ordinance Providing for Various Capital Improvements

Mayoral Appointments to the Finance

Committee Reports:

Council Member Broullon	- Finance/Budget, Green Team, Public Relations
Council Member Card	- Land Use Board, Substandard Housing, Environmental/Shade Tree, Sewer Department
Council Member D'Arrigo	- Parks & Recreation
Council Member Wells	- Board of Education, Public Works, Parks & Recreation
Mayor O'Neil	- Building/Housing, Public Safety

Public Comments:

Adjourn:



BOROUGH OF HIGHLANDS
 COUNTY OF MONMOUTH

RESOLUTION 17-031

RESOLUTION APPOINTING MEMBER OF THE ENVIRONMENTAL ADVISORY COMMISSION

WHEREAS, Borough Code §2-16 establishes the Environmental Advisory Commission;
 and

WHEREAS, a vacancy exists within the Environmental Advisory Commission; and

WHEREAS, the governing body desires to fill this position with the Environmental
 Advisory Commission.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of
 Highlands that the following person shall be appointed to the Highlands Environmental
 Advisory Commission:

_____ **Regular Member three (3) year term to expire 12/31/2019**

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON						
CARD						
D'ARRIGO						
WELLS						
O'NEIL	X					

I, Dwayne M, Harris, Acting Municipal Clerk of the Borough of Highlands, in the County of Monmouth, State of New Jersey, hereby certify this to be a true copy of the action of the Governing Body, at its Reorganization Meeting, held January 01, 2017. WITNESS my hand this 5th day of January 2017.

Dwayne M. Harris, RMC
 Acting Municipal Clerk



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 17-032

RESOLUTION APPOINTING RECREATION COMMITTEE MEMBERS

WHEREAS, Section 2-23 of the Borough of Highlands General Code creates a Recreation Committee, (Advisory) which states there shall be an advisory recreation committee in the Borough consisting of not less than five nor more than nine members. All appointments shall be for one year and members shall serve until their respective successors are appointed and qualified. The recreation committee shall advise the mayor and council on the recreation program of the Borough; and

WHEREAS, it is the desire of the Governing Body to appoint and implement the Recreation Committee and would appoint the following Members:

1. **Claudette D'Arrigo**
2. Scott Keller
3. Jen Strehl
4. Rebecca Kane-Wells
5. Chris Moran
6. Jackie Kane
7. Carla Braswell
8. _____
9. _____

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Highlands that the above-named persons are appointed to the Recreation Committee for a one-year term to expire December 31, 2017.



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 17-045

RESOLUTION APPOINTING ADDITIONAL MEMBER TO THE GREEN TEAM DUE
TO VACANCY CREATED

WHEREAS, by way of Resolution R-17-014, the Borough of Highlands established a Green Team with an effective date of January 1, 2017 through December 31, 2017; and

WHEREAS, in accordance with Resolutions R-17-014 and R-17-033, certain members of the Green Team were appointed to serve; and

WHEREAS, Jen Strehl has advised that she can no longer serve as a representative of Recreation on the Green Team; and

WHEREAS, in accordance with N.J.S.A. 40A:9-12.1, a vacancy exists within the Green Team; and

WHEREAS, Diane Knox has expressed an interest in serving on the Green Team; and

WHEREAS, in accordance with all of the above, the governing body wishes to fill the vacancy on the Green Team by appointing Diane Knox to serve as a representative of Recreation; and

WHEREAS, in accordance with Resolutions R-17-014, R-17-033 and the within Resolution, the following departments and representatives will serve on the Green Team.

Members of the team:

Joe Misita	- Public Works
Nancy Burton	- Recycling
Steve Szulecki	- Environmental
Diane Knox	- Recreation
Ken Braswell	- Land Use Board
Carla Braswell	- HBP Representative
Rosemary Ryan	- School Board
Brian J. Geoghegan	- Borough Administrator
Carolyn Broullon	- Council Liaison
Rick O'Neil	- Mayor
Linda Ziemba	- (1) Resident
Scott Keller	- (2) Resident

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Highlands that the above-named individuals shall serve on the Green Team for the calendar year 2017 through December 31, 2017.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON						
CARD						
D'ARRIGO						
WELLS						
O'NEIL						
ON CONSENT AGENDA ___YES ___NO						



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 17-046

RESOLUTION OF SUPPORT FROM BOROUGH OF HIGHLANDS GOVERNING BODY AUTHORIZING THE HIGHLANDS GREEN TEAM TO SUBMIT GRANTS TO SUSTAINABLE JERSEY

WHEREAS, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic and social objectives are balanced and mutually supportive; and

WHEREAS, the Borough of Highlands strives to save tax dollars, assure clean land, air and water, improve working and living environments; and

WHEREAS, the Borough of Highlands is participating in the Sustainable Jersey Program; and

WHEREAS, one of the purposes of the Sustainable Jersey Program is to provide resources to municipalities to make progress on sustainability issues, and they have created a grant program called the Sustainable Jersey Small Grants Program;

THEREFORE, the Governing Body has determined that the Borough of Highlands should apply for the aforementioned Grants.

THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Highlands, County of Monmouth, State of New Jersey, authorize the submission of the aforementioned Sustainable Jersey Grants.



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 17-047

RESOLUTION APPOINTING COMMUNICATION OPERATORS

WHEREAS, there are vacancies in Police Communications created by the resignation of one full-time and one part-time Communication Operators; and,

WHEREAS, these vacancies have created difficulties in order to cover the monthly scheduling needs of the department; and

WHEREAS, Chief Blewett recommends the appointment of Mr. James Trivett, who has proven to be a reliable and proficient employee, into the full-time, Police Communication Operator position; and

WHEREAS, Chief Blewett further recommends the appointments of Mr. Dillion Vargas and Ms. Laura Hamilton as part-time Police Communication Operators

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Highlands, in the County of Monmouth, State of New Jersey that the appointments of the above mentioned Police Communication Operators are hereby approved.



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 17- 048

RESOLUTION AMENDING APPOINTMENT OF MUNICIPAL ATTORNEY FOR THE CALENDAR YEAR 2017 & AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL LEGAL SERVICES

WHEREAS, by way of Resolution 17-001, the Borough set forth the need for professional legal services to be provided to the Borough of Highlands for the calendar year 2017 pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, by way of Resolution R-17-001, the Mayor offered the name of Brian J. Chabarek, Esq. of the Law Firm of Dwyer, Bachman & Newman, LLC.; and

WHEREAS, by way of Resolution R-17-001, Brian J. Chabarek of the Law Firm of Dwyer, Bachman & Newman, LLC was appointed Borough Attorney for the calendar year 2017 and awarded a professional services contract for professional legal services provided for the period of January 1, 2017 through December 31, 2017; and

WHEREAS, by way of Resolution 17-001, the Chief Financial Officer determined and certified in writing that the value of the contract will exceed \$17,500; and

WHEREAS, effective January 30, 2017, Brian J. Chabarek, Esq. changed law firms and is affiliated with the law firm of Davison, Eastman, Munoz, Lederman & Paone, P.A.; and

WHEREAS, the Law Firm of Davison, Eastman, Munoz, Lederman & Paone, P.A. has completed and submitted a Business Entity Disclosure Certification which certifies that their Law Office has not made any reportable contributions to a political or candidate committee in the Borough of Highlands in the previous one year, and that the contract will provide to prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Law Firm of Davison, Eastman, Munoz, Lederman & Paone, P.A. has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c271; and

WHEREAS, in light of the Borough Attorney's change in law firms, the governing body wishes to amend and replace the award of contract so as to reflect the Borough Attorney's new law firm; and

WHEREAS, this amended contract is awarded to Brian J. Chabarek, Esq., of the law firm of Davison, Eastman, Munoz, Lederman & Paone, P.A. on the same terms and conditions as set forth in Resolution 17-001; and

WHEREAS, this amended contract is awarded as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5 for an amount not to exceed \$66,000.00 plus reimbursable expenses for Professional Legal Services provided to the Borough for the period of February 1, 2017 through December 31, 2017 at the rate of a monthly retainer in the amount of \$5,500.00 and an hourly rate of \$150 per hour for services outside of the contract; and

WHEREAS, Davison, Eastman, Munoz, Lederman & Paone, P.A. has submitted a contract for Professional Legal Services for the calendar year 2017;

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. requires that notice with respect to contracts for professional services awarded without competitive bids must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED, by the Borough of Highlands governing body as follows:

1. Resolution 17-001 is hereby amended to reflect that Brian J. Chabarek of the Law Firm of Davison, Eastman, Munoz, Lederman & Paone, P.A. is hereby appointed as Borough Attorney for the calendar year 2017 and is awarded a professional service contract for an amount not to exceed \$66,000.00 for professional legal services provided for the period of February 1, 2017 through December 31, 2017.

2. The Professional Legal Services Contract that was awarded by way of Resolution 17-001 is hereby amended and replaced with the aforesaid Legal Services Contract awarded to Brian J. Chabarek, Esq. of the Law Firm of Davison, Eastman, Munoz, Lederman & Paone, P.A. and the Mayor and Borough Clerk are hereby authorized to sign the amended Contract.

3. This contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i) because it is for services performed by persons authorized by law to practice a recognized profession.

4. A copy of this Resolution as well as the contract shall be placed on file with the Borough Clerk.

5. The Borough Clerk is hereby directed to publish notice of this award as required by law.



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 17- 049

RESOLUTION APPOINTING ADDITIONAL MEMBER TO THE RECREATION COMMITTEE (ADVISORY)

WHEREAS, Section 2-23 of the Borough of Highlands Code creates a Recreation Committee (Advisory) which states there shall be an advisory recreation committee in the Borough consisting of not less than five nor more than nine members. All appointments shall be for one year and members shall serve until their respective successors are appointed and qualified. The recreation committee shall advise the mayor and council on the recreation program; and

WHEREAS, by way of Resolutions 17-032 and 17-042, appointments were made to the Recreation Committee, wherein seven (7) individuals were appointed to serve for the calendar year 2017 consisting of: Claudette D'Arrigo, Scott Keller, Jen Strehl, Rebecca Kane-Wells, Chris Moran, Jackie Kane, and Greg Wells; and

WHEREAS, two (2) openings remains on the Recreation Committee and the governing body wishes to fill an opening with the following individual: Diane Knox.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the following additional appointment be made to the Recreation Committee:

1. Diane Knox

BE IT FURTHER RESOLVED that the aforesaid additional appointment to the Recreation Committee shall be for a term of 1 year with an expiration date of December 31, 2017.



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 17-050

RESOLUTION AUTHORIZING PAYMENT OF BILLS

WHEREAS, certain numbered vouchers have been submitted to the Borough of Highlands for payment from a list, prepared and dated January 27, 2017, which totals as follows:

Current Fund	\$1,491,089.01
Sewer Account	\$77,356.23
Capital Fund	\$15,759.28
Trust-Other	\$41,828.77
Federal/State Grants	\$95.30

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the vouchers, totaling **\$1,626,128.59** be paid to the person[s] named, for the amounts set opposite their respective name[s], and endorsed and approved on said vouchers. An individual listing of all bills is on file in the Municipal Clerk's office for reference.



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

ORDINANCE 17-02

AN ORDINANCE TO AMEND CHAPTER 2 OF THE BOROUGH CODE IN ORDER TO ESTABLISH THE BOROUGH OF HIGHLANDS GREEN TEAM ADVISORY COMMITTEE

WHEREAS, the Mayors Committee for a Green Future of the New Jersey League of Municipalities has promulgated and published a municipal certification program and organization called "Sustainable New Jersey" ("Sustainable Jersey"); and

WHEREAS, the purpose of Sustainable Jersey is to enlist municipalities in a concerted and organized state-wide effort to improve the environment and promote sustainability; and

WHEREAS, the governing body of the Borough of Highlands initially created the Green Team pursuant to Resolution No. 10-094; and

WHEREAS, the governing body of the Borough of Highlands now wishes to establish the Green Team as a permanent advisory committee of the Borough of Highlands.

NOW, THEREFORE BE IT ORDAINED by the Mayor and Council of the Borough of Highlands, County of Monmouth, New Jersey, as follows:

SECTION I. Establishment

The provisions of Chapter 2 are hereby modified, and amended by the addition of a new section. Said Section, Chapter 2, Section 46 shall read as follows:

The Borough of Highlands Green Team be and is hereby established as an advisory committee to the Borough of Highlands governing body.

SECTION II. Purpose:

The General purposes for the Green Team shall include but not be limited to:

- (a) Managing the Borough of Highlands participation in the Sustainable Jersey program;
- (b) Encouraging the Borough staff to pursue sustainable practices where possible and implement the governing body's environmental goals;
- (c) At the recommendation of the governing body, work with the existing groups within the Borough whose actions affect

- environmental issues so as to eliminate duplication and assure that important tasks are covered;
- (d) Coordinate input and provide management for the Green Team section of the Borough website;
 - (e) Provide suggestions for further research and action to the governing body;
 - (f) At the direction of the governing body provide advice and suggestions to the Borough Land Use Board and the Environmental Commission to assure that environmental issues are considered in their deliberations and actions;
 - (g) Solicit and evaluate environmental ideas and suggestions from the community;
 - (h) Promote the causes of sustainability within the Borough.

SECTION III. Membership, Term of Office:

The Governing Body shall appoint nine (9) Borough residents to serve as the Green Team. One (1) member must be on the Land Use Board; one (1) member must be on the Environmental Commission; one (1) member must be a Highlands Business Owner; one (1) member must be a Department of Public Works Employee and one (1) member must be a Recreation Department Employee. The Green Team shall elect from among its members a Chair, Vice Chair and Secretary/Treasurer. Initially, three (3) members shall be appointed to a three (3) year term, three (3) members to a two (2) year term and three (3) members to a one (1) year term. Thereafter, all terms shall be for three (3) years. Additionally, the Mayor and a member of the governing body shall serve as ex officio members of the Green Team.

The Green Team shall select Borough volunteers to work on Green Team projects. The names of the Green Team volunteers shall periodically be submitted to the Borough and the Green Team committee reports, minutes, etc. shall also be submitted to the governing body.

SECTION IV. Meetings:

The Green Team shall meet monthly.

Additional meetings of the Green Team may be scheduled by the Chair at his/her discretion.

SECTION V. SEVERABILITY.

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall

not affect the remaining portions of this Ordinance, which shall otherwise remain in full force and effect.

SECTION VI. REPEALER.

All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

SECTION VII. EFFECTIVE DATE.

This Ordinance shall take effect after final passage as provided by law.



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

ORDINANCE 17-03

CAPITAL ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS, BY AND IN THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY; APPROPRIATING \$300,000 THEREFOR (\$150,000 FROM THE BOROUGH'S OPEN SPACE FUND ACCOUNT AND \$150,000 FROM AN OPEN SPACE GRANT RECEIVED OR EXPECTED TO BE RECEIVED FROM THE COUNTY OF MONMOUTH) TO PAY FOR THE COST THEREOF

WHEREAS, the Borough of Highlands, in the County of Monmouth, State of New Jersey (the "Borough"), wishes to undertake various capital improvements throughout the Borough; and

WHEREAS, the cost of said improvements or purposes is estimated to be \$300,000; and

WHEREAS, the Borough desires to authorize the appropriation and expenditure of \$300,000, which sum includes \$150,000 from its Open Space Fund Account and the sum of \$150,000 as the amount of an Open Space Grant received or expected to be received from the County of Monmouth to undertake various capital improvements.

BE IT ORDAINED AND ENACTED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY (a majority of the full membership thereof affirmatively concurring), **AS FOLLOWS:**

SECTION 1. The capital improvements or purposes described below are hereby authorized as general capital improvements to be undertaken by the Borough. For the said improvements or purposes, the Borough hereby appropriates the amount of \$300,000, which sum includes \$150,000 from its Open Space Fund Account and the sum of \$150,000 as the amount of an Open Space Grant received or expected to be received from the County of Monmouth.

SECTION 2. The capital improvements or purposes hereby authorized are various capital improvements including, but not limited to, the construction of restroom facilities in the Borough including, but not limited to, Snug Harbor Beach and Miller Beach or Veterans Park, and all associated sewer and plumbing improvements, and other general capital improvements to or the acquisition and installation of equipment or furnishings, as applicable, for Borough parks, buildings or facilities including, but not limited to, a retractable awning at the Community Center, and also including all engineering and design work, surveying, construction planning, preparation of plans and specifications, permits, bid documents, construction inspection and contract administration, and all work, materials, equipment, labor and appurtenances necessary therefor or incidental thereto. All expenditures for such improvement or purpose shall comply with the Local Public Contracts Law N.J.S.A. 40A:11-1, et. seq.

SECTION 3. The expenditures for the improvements or purposes set forth in Section 2 hereof are hereby authorized and approved. The Mayor, the Acting Clerk, the Chief

Financial Officer or any other official/officer of the Borough is each hereby authorized and directed to execute, delivery and perform any agreement with the County of Monmouth to undertake the improvements or purposes set forth herein and to effectuate the transaction contemplated hereby.

SECTION 4. The capital budget of the Borough is hereby amended to conform with the provisions of this capital ordinance to the extent of any inconsistency herewith and a resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital programs as approved by the Director of the Division of Local Government Services, New Jersey Department of Community Affairs is on file in the Office of the Clerk and is available for public inspection.

SECTION 5. This ordinance shall take effect immediately after final adoption and approval by the Mayor as described in N.J.S.A. 40:49-2.



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

MAYORAL APPOINTMENTS TO THE FINANCE COMMITTEE

These are one (1) year appointments for the Calendar Year 2017 wherein the terms will expire on December 31, 2017.

Finance Committee – Mayor
Finance Committee – Council Liaison
Finance Committee – Council Liaison
Finance Committee – Borough Administrator
Finance Committee – Chief Financial Officer
Finance Committee Member # 5
Finance Committee Member # 6
Finance Committee Member # 7
Finance Committee Member # 8

Rick O'Neil
Doug Card

Brian Geoghegan
Patrick DeBlasio
Mellissa Pederson
Joseph McFadden
Chris Francy

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Call to Order
Meeting Statement
Roll Call
Executive Session Resolution

EXECUTIVE SESSION: 7:00PM

Litigation:

Tilt-Up
Captains Cove Marina

Attorney-Client Privilege:

Bay Pointe at Highlands Condominium Association
Highlands Business Partnership

Contract Negotiations:

Borough Hall - Acquisition of Property
Lifeguard Services

Personnel:

DPW Superintendent, Municipal Clerk, Purchasing Agent

REGULAR MEETING: 8:00PM

Call to Order
Pledge of Allegiance
Roll Call

Other Business:

Joint Insurance Fund Presentation

Approval of Minutes:

November 2, 2016 – Regular Meeting
January 1, 2017 – Reorganization Meeting

**Mayor and Council
Agenda
Community Center,
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Wednesday, January 18, 2017
7:00 p.m.**

Consent Agenda:

- R-17-028** - Appointing Members of the Governing Body to the Land Use Board
- R-17-031** - Appointing a Member of the Environmental Advisory Commission
- R-17-033** - Appointing Additional Members to the Green Team
- R-17-034** - Appointing Shade Tree Commissioner for the Shade Tree Commission
- R-17-035** - Auth. the Award of a Non-Fair and Open Contract for Certified Speedometer Services
- R-17-036** - Authorizing Refund of Tax Overpayment
- R-17-037** - Authorizing a "Window" Contracts
- R-17-038** - Auth. Add'l Compensation to T&M Associates for Contracted Work Related to the Master Plan and Tank Disposal in Streetscape Phase II
- R-17-039** - Authorizing Payment of Bills

Resolutions

- R-17-040** - Introducing Highlands Business Improvement District Budget for the Year 2017
- R-17-041** - Appointing Additional Members to the Shade Tree Commission (Advisory)
- R-17-042** - Appointing Additional Member to the Recreation Committee (Advisory)
- R-17-043** - Appointing Additional Members to the Open Space Committee
- R-17-044** - Appointing Mark Philpot as Public Works Superintendent

Mayoral Appointments

Finance Committee

Ordinances: Introductions - [Public Hearing/Possible Adoption – February 15, 2017]

- O-17-01** - Amending Chapter 21-8 of the Borough Code Concerning the Definition of Lot Coverage
- O-17-02** - \$300,000 Bond Ordinance Providing for Various 2017 Capital Improvements, by and in the Borough

Public Comments:

Adjourn:

**Mayor and Council
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7:00 p.m.**

REGULAR MEETING: 8:00PM

Call to Order
Pledge of Allegiance

ROLL CALL:

Present: Ms. Broullon, Mr. Card, Ms. D'Arrigo, Mrs. Wells, Mayor O'Neil

Absent: None

Also Present: Brian Geoghegan, Borough Administrator
Dwayne Harris, Acting Borough Clerk
Brian Chabarek, Borough Attorney
Patrick DeBlasio, CFO
Dale Leubner, Borough Engineer

Other Business:

Joint Insurance Fund Presentation – JIF presented DPW with a “Most Improved” award.

Approval of Minutes: November 2, 2016 – Regular Meeting

A motion to approve these meeting minutes was offered by Council Member Broullon and was duly seconded by Council Member Wells.

This motion was passed by the following vote:

ROLL CALL:

AYE: Ms. Broullon, Mr. Card, Ms. D'Arrigo, Mrs. Wells (4)

NAY: None (0)

ABSENT: None (0)

ABSTAIN: Mayor O'Neil (1)

This consent agenda has been properly offered and passed.

Approval of Minutes: January 1, 2017 – Reorganization Meeting

A motion to approve these meeting minutes was offered by Council Member Broullon and was duly seconded by Council Member Wells.

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This motion was passed by the following vote:

ROLL CALL:

AYE: Ms. Broullon, Mr. Card, Ms. D'Arrigo, Mrs. Wells, Mayor O'Neil (5)

NAY: None (0)

ABSENT: None (0)

ABSTAIN: (0)

This consent agenda has been properly offered and passed.

Consent Agenda:

~~R-17-028 - Appointing Members of the Governing Body to the Land Use Board~~ **TABLED**

~~R-17-031 - Appointing a Member of the Environmental Advisory Commission~~ **TABLED**

R-17-033 - Appointing Additional Members to the Green Team

R-17-034 - Appointing Shade Tree Commissioner for the Shade Tree Commission

R-17-035 - Auth. the Award of a Non-Fair and Open Contract for Certified Speedometer Services

R-17-036 - Authorizing Refund of Tax Overpayment

R-17-037 - Authorizing a "Window" Contracts

R-17-038 - Auth. Add'l Compensation to T&M Associates for Contracted Work Related to the Master Plan and Tank Disposal in Streetscape Phase II

R-17-039 - Authorizing Payment of Bills

Mayor O'Neil opened the floor to questions on the consent agenda.

Kim Skorka of Shore Drive had questions on the Payment of Bills.

Chris Francy of 36 Fifth Street asked for an explanation of R-17-037 "Window" Contracts.

Patrick DeBlasio, CFO, explained that this resolution ensured that the contractors that worked with the borough stayed in compliance with "pay-to-play" laws. This was further explained by Brian Chabarek, Borough Attorney.

Mr. Francy asked to be updated on the Valley Street station project.

Mayor O'Neil said that project still needed to go out to bid.

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Kim Skorka asked about a bond that the borough is paying interest on but has yet to use the money. She also asked about R-17-035 and what is a contract for certified speedometer.

Chief Blewett explained that how this would work for the police department.

An unidentified male asked about R-17-034 - Appointing Shade Tree Commissioner questioning who got this appointment.

Mayor O'Neil answered that it was listed as Christian Lee.

Council Member Broullon offered that R-17-031 - Appointing a Member of the Environmental Advisory Commission be **tabled** until more Citizen Leadership applications could be reviewed.

A motion to adopt this consent agenda was offered by Council Member Wells and was duly seconded by Council Member Broullon.

This motion was passed by the following vote:

ROLL CALL:

AYE: Ms. Broullon, Mr. Card, Ms. D'Arrigo, Mrs. Wells, Mayor O'Neil (5)

NAY: None (0)

ABSENT: None (0)

ABSTAIN: None (0)

This consent agenda has been properly offered and passed.

Resolutions

R-17-040 - Introducing Highlands Business Improvement District Budget for the Year 2017

A motion to introduce this resolution and set the public hearing for February 15, 2017 was offered by Council Member Wells and was duly seconded by Council Member Broullon.

This motion was passed by the following vote:

ROLL CALL:

**Mayor and Council
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AYE: Ms. Broullon, Mr. Card, Ms. D'Arrigo, Mrs. Wells, Mayor O'Neil (5)
NAY: None (0)
ABSENT: None (0)
ABSTAIN: None (0)

The introduction of this resolution has been properly offered and passed.

R-17-041 - Appointing Additional Members to the Shade Tree Commission (Advisory)

A motion to offer this resolution was made by Council Member Broullon and was duly seconded by Council Member Wells.

This motion was passed by the following vote:

ROLL CALL:

AYE: Ms. Broullon, Mr. Card, Ms. D'Arrigo, Mrs. Wells, Mayor O'Neil (5)
NAY: None (0)
ABSENT: None (0)
ABSTAIN: None (0)

This resolution has been properly offered and passed.

R-17-042 - Appointing Additional Member to the Recreation Committee (Advisory)

A motion to offer this resolution was made by Council Member D'Arrigo and was duly seconded by Council Member Card.

This motion was passed by the following vote:

ROLL CALL:

AYE: Ms. Broullon, Mr. Card, Ms. D'Arrigo, Mrs. Wells, Mayor O'Neil (5)
NAY: None (0)
ABSENT: None (0)
ABSTAIN: None (0)

This resolution has been properly offered and passed.

**Mayor and Council
Agenda
Community Center,
22 Snug Harbor Avenue, Highlands
Wednesday, January 18, 2017
7:00 p.m.**

R-17-043 - Appointing Additional Members to the Open Space Committee

A motion to offer this resolution was made by Council Member D'Arrigo and was duly seconded by Council Member Card.

This motion was passed by the following vote:

ROLL CALL:

AYE: Ms. Broullon, Mr. Card, Ms. D'Arrigo, Mrs. Wells, Mayor O'Neil (5)
NAY: None (0)
ABSENT: None (0)
ABSTAIN: None (0)

This resolution has been properly offered and passed.

R-17-044 - Appointing Mark Philpot as Public Works Superintendent

A motion to offer this resolution was made by Council Member Card and was duly seconded by Council Member D'Arrigo.

This motion was passed by the following vote:

ROLL CALL:

AYE: Ms. Broullon, Mr. Card, Ms. D'Arrigo, Mrs. Wells, Mayor O'Neil (5)
NAY: None (0)
ABSENT: None (0)
ABSTAIN: None (0)

This resolution has been properly offered and passed.

Mayoral Appointments

Finance Committee **TABLED**

Ordinances: Introductions - [Public Hearing/Possible Adoption – March 1, 2017]

O-17-01 - Amending Chapter 21-8 of the Borough Code Concerning the Definition of Lot Coverage

**Mayor and Council
Agenda
Community Center,
22 Snug Harbor Avenue, Highlands
Wednesday, January 18, 2017
7:00 p.m.**

A motion to introduce this ordinance was made by Council Member Wells and was duly seconded by Mayor O'Neil.

This motion was passed by the following vote:

ROLL CALL:

AYE: Ms. Broullon, Mr. Card, Ms. D'Arrigo, Mrs. Wells, Mayor O'Neil (5)

NAY: None (0)

ABSENT: None (0)

ABSTAIN: None (0)

This ordinance has been properly introduced and set for Public Hearing/Possible Adoption – March 1, 2017.

O-17-02 - \$300,000 Bond Ordinance Providing for Various 2017 Capital Improvements, by and in the Borough **TABLED**

Public Comments:

Mayor O'Neil opened up the floor to public comment.

Carla Cefalo of 62 Gravelly Point Road asked how much of the \$300,000 open space bond was still available. She also asked about an item on the executive session agenda.

Carol Bucco of 330 Shore Drive asked about an item on the executive session agenda. She also asked about a house on Valley Street reverting to its original use.

Chris Francy of 36 Fifth Street had suggestions regarding communication to the residents in regard to acquiring property for the new town hall. He also asked Patrick DeBlasio for an update on the sidewalk fund.

Arnie Fuog of 50 Valley Street asked about the finalization of the master plan. He also asked about the new lights on Bay Avenue.

Adjourn:

Mayor O'Neil adjourned the meeting.

