

**Borough of Highlands
Mayor & Council
Reorganization /Regular Meeting
January 1, 2016**

Meeting Location: Robert D. Wilson Community Center, 22 Snug Harbor Avenue, Highlands, NJ

Mayor Nolan called the meeting to order at 12:00 p.m.

Mayor Nolan asked all to stand for the Pledge of Allegiance.

Meeting Statement:

Mrs. Cummins read through the following statement: As per requirement of P.L. 1975, Chapter 231. Notice is hereby given that this is a Work Shop/Regular Meeting of the Mayor & Council of the Borough of Highlands 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.

ROLL CALL:

Present: Ms. Broullon, Mr. Card, Ms. D'Arrigo, Mrs. Wells, Mayor Nolan
Absent: None
Also Present: Mrs. Cummins, Borough Clerk
Tim Hill, Borough Administrator
Patrick DeBlasio, Borough CFO
Bruce Padula, Borough Attorney
Dale Leubner, Borough Engineer

Oaths of Office - Council:

Mayor Nolan swears in Carolyn Broullon as Highlands Councilwoman.

Mayor Nolan swears in Claudette D'Arrigo as Highlands Councilwoman.

Oaths of Office – Fire Chief:

Mayor Nolan swears in Matthew Mezzey as Highlands Fire Chief.

Oaths of Office – First Aid Captain:

Mayor Nolan swears in Jay Terwillger as Highlands First Aid Captain.

Mayor Nolan called for a two minute break at 12:10

Mayor Nolan called the meeting back to order at 12:13.

Resolutions:

R-16-01 – Resolution Appointing Borough Attorney

Mrs. Cummins read the title of R-16-01.

****FAILED ADOPTION****

**R-16-01
RESOLUTION APPOINTING MUNICIPAL ATTORNEY FOR THE CALENDAR
YEAR 2016 &
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR
PROFESSIONAL LEGAL SERVICES CONTRACT**

WHEREAS, the Borough of Highlands has a need for professional legal services to be provided to the Borough of Highlands for the calendar year 2016 pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

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WHEREAS, such professional legal services can only be provided by licensed professionals and the Mayor has offered the name of Bruce Padula, Esq. of the law office of Cleary, Giacobbe, Alfieri & Jacobs, LLC and it is so recognized;

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500; and

WHEREAS, the law office of Cleary, Giacobbe, Alfieri & Jacobs, 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 Office of Cleary, Giacobbe, Alfieri & Jacobs, LLC has completed and submitted a Political Contribution Disclosure for in accordance with P.L 2005, c271; and

WHEREAS, this 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 \$66,000.000 plus reimbursable expenses for Professional Legal Services provided to the Borough for the period of January 1, 2016 through December 31, 2016 at rate of a monthly retainer in the amount of \$5,500.000 and an hourly rate of \$150 per hour for services outside of contract.

WHEREAS, Cleary, Giacobbe, Alfieri & Jacobs , Esq., has submitted the attached contract for Professional legal services for the calendar year 2016; and

WHEREAS, the Governing Body has reviewed the attached contract for Professional Engineering Services for 2016; and

WHEREAS, certification of the availability of funds is hereby provided contingent upon the adoption of the 2016 Budget by the Chief Financial Officer.

Legal Other Expenses
Sewer Utility Other expenses

Patrick DeBlasio, CFO

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. Bruce Padula., of the Law Office of Cleary, Giacobbe, Alfieri, LLC is hereby appointed as Borough Attorney for the calendar 2016 and is awarded a professional service contract for an amount not to exceed \$66,000 for professional legal services provided for the period of January 1, 2016 through December 31, 2016.
2. The attached Professional legal services Contract is hereby approved and the Mayor and Borough Clerk are hereby authorized to sign the contract.
3. This contract is awarded without competitive bidding as "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a) because it is for services performed by persons authorized by law to practice a recognized profession.
4. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk.

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

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON				x		
CARD				x		
D'ARRIGO				x		
WELLS		x	x			
NOLAN	x		x			
ON CONSENT AGENDA			YES	x	NO	

R-16-02 – Resolution Appointing Council President

Mrs. Cummins read the title of R-16-02.

****FAILED ADOPTION****

Mayor Nolan offered Doug Card to be appointed Council President, seconded by Mrs. Wells and resolution failed adoption on the following roll call vote:

ROLL CALL:

AYES: Mrs. Wells, Mayor Nolan
NAYS: Ms. Broullon, Mr. Card, Ms. D'Arrigo
ABSENT: None
ABSTAIN: None

**R-16-02
RESOLUTION
APPOINTING COUNCIL PRESIDENT
FOR THE CALENDAR YEAR 2016**

BE IT RESOLVED that Carolyn Broullon be appointed Council President for the one (1) year term to expire December 31, 2016.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			x			
CARD	x		x			
D'ARRIGO		x	x			
WELLS				x		
NOLAN				x		
ON CONSENT AGENDA			YES	x	NO	

R-16-03 – Resolution Appointing Borough Prosecutor

Mrs. Cummins read the title of R-16-03.

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**R-16-03
RESOLUTION
APPOINTING BOROUGH PROSECUTOR
AS A NONFAIR AND OPEN CONTRACT**

WHEREAS, there exists the need for professional legal services for the Borough of Highlands; and

WHEREAS, Local Public Contracts Law, NJSA 40A:11-1 et seq. requires that notice with respect to contracts for professional services awarded without competitive bids must be printed in a newspaper of general circulation not more than ten days after passage of the resolution;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands as follows:

1. James Butler, Esq. is hereby appointed Prosecutor of the Borough of Highlands for the one (1) year term to expire December 31, 2015 at an annual salary of \$15,246.00
2. The appointment is made without competitive bidding as a “Professional Service” in accordance with the Local Public Contracts Law, NJSA 40A:11-5(1)(a) because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this Resolution shall be placed on file with the Clerk of the Borough of Highlands.

BE IT FURTHER RESOLVED that a copy of this resolution be published in an official newspaper of the Borough within ten days of its passage.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			x			
CARD			x			
D'ARRIGO			x			
WELLS		x	x			
NOLAN	x		x			
ON CONSENT AGENDA			YES	x	NO	

R-16-04 – Resolution Appointing Alternate Prosecutor

Mrs. Cummins read the title of R-16-04.

**R-16-04
RESOLUTION
APPOINTING ALTERNATE BOROUGH PROSECUTOR
AS A NONFAIR AND OPEN CONTRACT**

WHEREAS, there exists the need for professional services for the Borough of Highlands; and

WHEREAS, Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a) requires that the resolution awarding the contract state the supporting reasons and be printed in a newspaper of general circulation not more than ten (10) days after passage of the resolution;

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NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that Steven Rubin Esq. be appointed Alternate Borough Prosecutor for the one (1) year term to expire December 31, 2016; and.

BE IT FURTHER RESOLVED that a copy of this resolution be published in an official newspaper within ten (10) days of its passage.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			x			
CARD			x			
D'ARRIGO			x			
WELLS		x	x			
NOLAN	x		x			
ON CONSENT AGENDA			YES	x	NO	

R-16-05 – Resolution Appointing Municipal Court Judge

Mrs. Cummins read the title of R-16-05.

**R-16-05
RESOLUTION APPOINTING MUNICIPAL COURT JUDGE**

BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the Thomas Smith, Esq. be and hereby is appointed Municipal Court Judge for the 3-year term to expire December 31, 2018.

BE IT FURTHER RESOLVED that Thomas Smith, Esq. be compensated at an annual salary of \$13,500.00

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			x			
CARD		x	x			
D'ARRIGO			x			
WELLS			x			
NOLAN	x		x			
ON CONSENT AGENDA			YES	x	NO	

R-16-06 – Resolution Appointing Municipal Public Defender

Mrs. Cummins read the title of R-16-06.

**R-16-06
RESOLUTION
AUTHORIZING APPOINTMENT OF MUNICIPAL PUBLIC DEFENDER**

WHEREAS, the Borough of Highlands is in need of a Municipal Public Defender pursuant to Public Law 1997 C.256; and

WHEREAS, pursuant to Ordinance 98-02 the Municipal Public Defender shall be paid an annual salary of not less than \$1,500.00, which shall be apportioned pro rata for the portion of the year in which the Public Defender serves; and

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WHEREAS, the Municipal Public Defender shall only be required to attend Court when his clients are listed on the calendar; and

WHEREAS, Local Public Contracts Law, NJSA 40A:11-1 et seq. requires that notice with respect to contracts for professional services awarded without competitive bids must be printed in a newspaper of general circulation not more than ten days after passage of the resolution;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands as follows:

1. David Bevan, Esq. of the law office of Bevan, Mosco Giudda & Zarillo is hereby appointed Public Defender for the unexpired (1) one year term to expire December 31, 2016.
2. The appointment is made without competitive bidding as a “Professional Service” in accordance with the Local Public Contracts Law, NJSA 40A:11-5(1)(a) because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this Resolution shall be placed on file with the Clerk of the Borough of Highlands.
4. The Borough Clerk is hereby directed to publish a public notice of this award as required by law.

BE IT FURTHER RESOLVED that a copy of this resolution be published in an official newspaper of the Borough within ten days of its passage.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			x			
CARD		x	x			
D'ARRIGO			x			
WELLS			x			
NOLAN	x		x			
ON CONSENT AGENDA			YES	x	NO	

R-16-07 – Resolution Appointing Members of the Zoning Board

Mrs. Cummins read the title of R-16-07. She stated that we will not be taking action.

R-16-08 – Resolution Appointing Council Representative to Planning Board

Mayor Nolan read the title of R-16-08.

**R-16-08
RESOLUTION APPOINTING COUNCIL REPRESENTATIVE
TO THE HIGHLANDS PLANNING BOARD**

BE IT RESOLVED by the Governing Body of the Borough of Highlands that the following appointment be and is hereby confirmed to the Highlands Planning Board:

- | | |
|--------------|--|
| 1. Doug Card | Borough Council Representative for
a (1) year term to expire 12/31/2016 |
|--------------|--|

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	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			x			
CARD			x			
D'ARRIGO			x			
WELLS		x	x			
NOLAN	x		x			
ON CONSENT AGENDA			YES	x	NO	

R-16-09 – Resolution Appointing Community Development Representatives

Mrs. Cummins read the title of Resolution R-16-09.

**R-16-09
RESOLUTION APPOINTING
COMMUNITY DEVELOPMENT REPRESENTATIVES**

BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that Tim Hill be appointed Community Development Representative for the Borough of Highlands for a one year term to expire December 31, 2016.

BE IT FURTHER RESOLVED, that Frank Nolan, Mayor be appointed Alternate Community Development Representative for the Borough of Highlands for a one year term to expire on December 31, 2016.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			x			
CARD				X		
D'ARRIGO				X		
WELLS		x	X			
NOLAN	X	X				
ON CONSENT AGENDA			YES	x	NO	

R-16-10– Resolution Appointing Juvenile Officer

Mrs. Cummins read the title of Resolution R-16-10.

**R-16-10
RESOLUTION
APPOINTING JUVENILE OFFICER**

BE IT RESOLVED by the Governing Body of the Borough of Highlands that George Ruth is hereby appointed Juvenile Officer for the one (1) year term to expire December 31, 2016.

BE IT FURTHER RESOLVED that compensation for said position shall be as set forth in the Municipal Salary Ordinance.

7	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT

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BROULLON			X			
CARD			X			
D'ARRIGO			X			
WELLS		X	X			
NOLAN	X		X			
ON CONSENT AGENDA		YES	X	NO		

R-16-11- Resolution Appointing Clean Communities Coordinator

Mrs. Cummins read the title of Resolution R-16-11.

**R-16-11
RESOLUTION
APPOINTING CLEAN COMMUNITIES COORDINATOR**

BE IT RESOLVED by the Governing Body of the Borough of Highlands that Diane Keaveny be and hereby is appointed Clean Communities Coordinator for the one (1) year term to expire December 31, 2016.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			X			
CARD			X			
D'ARRIGO			X			
WELLS		X	X			
NOLAN	X		X			
ON CONSENT AGENDA		YES	X	NO		

R-16-12- Resolution Appointing Special Police Officer

Mrs. Cummins read the title of Resolution R-16-12.

**R-16-12
RESOLUTION APPOINTING
SPECIAL POLICE OFFICER**

WHEREAS, the Borough of Highlands from time-to-time has the need to employ Special Police Officers; and

WHEREAS, the Chief of Police has made recommendations to the Governing Body regarding appointment of said officers;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Highlands that the following persons be and hereby are appointed Special Officers of the Borough of Highlands for a one year term to expire December 31, 2016:

Diane Alvator, Highlands	-	Special Officer Class I
Brian Anderson		Special Officer Class II

8	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
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BROULLON			X			
CARD			X			
D'ARRIGO			X			
WELLS		X	X			
NOLAN	X		X			
ON CONSENT AGENDA		YES	X	NO		

R-16-13– Resolution Appointing Search Officers

Mrs. Cummins read the title of Resolution R-16-13.

**R-16-13
RESOLUTION APPOINTING
TAX SEARCH AND ASSESSMENT SEARCH OFFICERS**

BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the following appointments be made for the terms to expire December 31, 2014:

- Tax Search Officer - Debby Dailey
- Assessment Search Officer - Carolyn Cummins

BE IT FURTHER RESOLVED that Debby Daily, Deputy Borough Clerk be appointed Alternate Assessment Search Officer and that Carolyn Cummins be appointed alternate Tax Search Officer.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			X			
CARD			X			
D'ARRIGO			X			
WELLS		X	X			
NOLAN	X		X			
ON CONSENT AGENDA		YES	X	NO		

R-16-14– Resolution Appointing Members of the HBP

Mrs. Cummins read the title of Resolution R-16-14.

**R-16-14
RESOLUTION APPOINTING MEMBER
OF THE HIGHLANDS BUSINESS PARTNERSHIP**

WHEREAS, Borough Ordinance 17-7(a) provides that members of the Board of Directors of the Highlands Business Partnership shall include a member of the Governing Body selected by the Governing Body and a member of the Planning Board selected by the Governing Body; and

WHEREAS, these members serve at the pleasure of the appointing authority; and

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WHEREAS, the appointing authority (Governing Body) desires to make new appointments at this time;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Highlands that the following persons shall and hereby are appointed to the Highlands Business Partnership:

Carolyn Broullon

Governing Body Representative:

Andrew Stockton

Planning Board Member Representative:

; and

BE IT FURTHER RESOLVED that the above appointments shall be effective immediately and shall serve until replaced by the Governing Body of the Borough of Highlands.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			X			
CARD				X		
D'ARRIGO				X		
WELLS		X	X			
NOLAN	X		X			
ON CONSENT AGENDA			YES	X	NO	

R-16-15– Resolution Appointing Fire Police

Mrs. Cummins read the title of Resolution R-16-15.

**R-16-15
RESOLUTION APPOINTING FIRE POLICE**

BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the following persons be and hereby are appointed Fire Police for the year 2016:

- Chief – Edward Sulkowski
- Tom Snow
- Charles Roemmele
- Christopher Creighton
- John McKay
- Robert Capano
- Patrick Mason
- Robin Dowd
- Stanley Pape
- Osborn Sickles

10	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT

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BROULLON			X			
CARD		X	X			
D'ARRIGO			X			
WELLS			X			
NOLAN	X		X			
ON CONSENT AGENDA		YES	X	NO		

R-16-16– Resolution Appointing Environmental Commission

Mrs. Cummins read the title of Resolution R-16-16.

**R-16-16
APPOINTING ENVIRONMENTAL COMMISSION**

BE IT RESOLVED that the following listed persons be appointed to the Highlands Environmental Commission:

- | | |
|--------------------|---|
| 1. Doug Card | Regular Member 3 year term to expire 12/31/18 |
| 2. Melissa McAleer | Regular Member 3 year term to expire 12/31/18 |
| 3. Peter Mullen | Regular Member 3 year term to expire 12/31/18 |
| 4. Steve Szulecki | Regular Member 3 year term to expire 12/31/18 |
| 5. Rosemary Ryan | Regular Member 3 year term to expire 12/31/18 |

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			X			
CARD			X			
D'ARRIGO			X			
WELLS		X	X			
NOLAN	X		X			
ON CONSENT AGENDA		YES	X	NO		

R-16-17– Resolution Appointing Members of the Shade Tree Commission

Mrs. Cummins read the title of Resolution R-16-17.

**R-16-17
RESOLUTION APPOINTING MEMBERS
OF THE SHADE TREE COMMISSION**

BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the following appointments be made to the Shade Tree Commission:

- | | |
|---------------------|--------|
| 1. Carolyn Broullon | Member |
| 2. Anthony Sloan | Member |
| 3. Suzanne Eckhardt | Member |
| 4. Chris Francy | Member |
| 5. Arnie Fuog | Member |

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BE IT FURTHER RESOLVED that all appointments shall be for the term of 1 year with an expiration date of December 31, 2016.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON		X	X			
CARD			X			
D'ARRIGO			X			
WELLS			X			
NOLAN	X		X			
ON CONSENT AGENDA YES X NO						

R-16-18– Resolution Appointing Municipal Engineer & Award Prof Services

Mrs. Cummins read the title of Resolution R-16-18.

R-16-18

RESOLUTION APPOINTING A MUNICIPAL ENGINEER AND AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES AND APPOINTING BOROUGH ENGINEER

WHEREAS, the Borough of Highlands has a need for professional engineering services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, such professional engineering services can only be provided by licensed professionals and Robert Keady, P.E. of the firm T & M Associates, 11 Tindall Road, Middletown, NJ 07748 is so recognized; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500; and

WHEREAS, T & M Associates has completed and submitted a Business Entity Disclosure Certification which certifies that they have 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 prohibit the firm from making any reportable contributions through the term of the contract, and

WHEREAS, this 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 \$ plus reimbursable expenses for Professional Engineering Services provided to the Borough for the period of January 1, 2016 through December 31, 2018 at rate of a monthly retainer in the amount of \$15,000.00 and an hourly rate as listed on the RFP dated 12/22/2015 per hour for services outside of contract.

WHEREAS, T & M Associates , Esq., has submitted the attached contract for Professional Engineering services for the calendar year 2016; and

WHEREAS, the Governing Body has reviewed the attached contract for Professional Engineering Services for 2016, 2017 and 2018; and

WHEREAS, certification of the availability of funds is hereby provided contingent upon the adoption of the 2016 Budget by the Chief Financial Officer.

Engineer Other Expenses
Sewer Utility Other expenses

Patrick DeBlasio, CFO

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WHEREAS, T & M Associates has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c 271; and

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 Council of the Borough of Highlands as follows:

1. Robert Keady, P.E. of T & M Associates is hereby retained as Borough Engineer to provide professional engineering services as described above for a three year term to expire on 12/31/18.
2. The 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) because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of the Resolution shall be placed on file with the Borough Clerk of the Borough of Highlands.
4. The Borough Clerk is hereby directed to publish notice of this award as required by law.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON		x	x			
CARD			x			
D'ARRIGO			x			
WELLS			x			
NOLAN	x		x			
ON CONSENT AGENDA YES x NO						

R-16-19– Resolution Appointing Open Space Committee

Mrs. Cummins read the title of Resolution R-16-19.

** FAILED ADOPTION**

**R-16-19
RESOLUTION APPOINTING MEMBERS
OF THE OPEN SPACE COMMITTEE**

BE IT RESOLVED by the Mayor and Council of the Borough of Highlands that the following appointments be made to the Open Space Committee:

- | | |
|---|--|
| <ol style="list-style-type: none"> 1. Rebecca Kane-Wells 2. Doug Widman | <p>Council Representative Member
1 year term expiring 12/31/16
Regular Member 3 year term
to expire 12/31/18</p> |
|---|--|

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON				X		
CARD				X		
D'ARRIGO				X		
WELLS		X	X			
NOLAN	X		X			
ON CONSENT AGENDA YES X NO						

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R-16-20– Resolution Appointing Bond Counsel & Approving Contract

Mrs. Cummins read the title of Resolution R-16-20.

**R-16-20
RESOLUTION APPROVING PROFESSIONAL BOND COUNSEL SERVICES AND
AWARDING A NON-FAIR AND OPEN CONTRACT**

WHEREAS, the Borough of Highlands has a need for professional bond counsel services in connection with the authorization and issuance of bonds or notes; and

WHEREAS, such professional legal services can only be provided by licensed professionals and the firm of Archer & Griener, PC is so recognized; and

WHEREAS, this contract is to be awarded for an amount not to exceed \$20,000 plus reimbursable expenses for professional bond counsel services for the Borough of Highlands for the period January 1, 2016 through December 31, 2016. All rates based on the services utilized are provided for in the contract between Archer & Griener, PC and the Borough of Highlands; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500; and

WHEREAS, the law office of Archer & Griener, PC has completed and submitted a Business Entity Disclosure Certification which certifies that the Law Office of Archer & Griener 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 prohibit the law office from making any reportable contributions through the term of the contract; and

WHEREAS, the Law Office of Archer & Greiner, PC has completed and submitted a Political Contribution Disclosure for in accordance with P.L 2005, c271; and

WHEREAS, certification of availability of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands contingent upon the adoption of the 2016 budget.

:

Legal
Sewer Utility
Various Bond Ordinances

Patrick DeBlasio, Chief Financial Officer

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 Council of the Borough of Highlands as follows:

5. The firm of Archer & Griener, PC is hereby retained to provide professional bond counsel services as described above for an amount not to exceed \$20,000 plus reimbursable expenses for the period of January 1, 2016 through December 31, 2016.
6. The 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) because it is for services performed by persons authorized by law to practice a recognized profession. The Mayor and Borough Clerk are authorized to sign the contract.

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7. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.
8. The Borough Clerk is hereby directed to publish notice of this award as required by law.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			X			
CARD		X	X			
D'ARRIGO			X			
WELLS			X			
NOLAN	X		X			
ON CONSENT AGENDA			YES	X	NO	

R-16-21– Resolution Appointing Labor Attorney & Approving Contract

Mrs. Cummins read the title of Resolution R-16-21.

R-16-21

**RESOLUTION PROFESSIONAL LABOR COUNSEL SERVICES
AS A NON-FAIR AND OPEN CONTRACT**

WHEREAS, the Borough of Highlands has a need for professional labor counsel services as a non-fair and open contract pursuant to the provisions of N.J.S.A.-19:44A-20.5; and

WHEREAS, such professional legal services can only be provided by licensed professionals and Bruce Padula, Esq., of the law firm of Cleary, Giacobbe, Alfieri & Jacobs, LLC is so recognized; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract may exceed \$17,500; and

WHEREAS, this contract is to be awarded at an hourly rate of \$150 per hour for an amount not to exceed \$20,000 plus reimbursable expenses for professional bond counsel services for the Borough of Highlands for the period January 1, 2016 through December 31, 2016. All rates based on the services utilized are provided for in the contract between Cleary, Giacobbe, Alfieri & Jacobs, LLC and the Borough of Highlands; and

WHEREAS, the firm Cleary, Giacobbe, Alfieri & Jacobs, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that the firm 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 prohibit the firm from making any reportable contributions through the term of the contract; and

WHEREAS, the firm of Cleary, Giacobbe, Alfieri & Jacobs, LLC has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c 271; and

WHEREAS, certification of availability of funds is hereby provided contingent upon adequate funding being provided in the 2016 adopted budget.

Current Fund Legal = \$20,000

Patrick DeBlasio, Chief Financial Officer

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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 Council of the Borough of Highlands as follows:

9. That Bruce Padula, Esq. of the firm of Cleary, Giacobbe, Alfieri & Jacobs, LLC is hereby retained to provide professional labor counsel services as described above for an amount not to exceed \$20,000 plus reimbursable expense for the period of January 1, 2016 through December 31, 2016.
10. The 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) because it is for services performed by persons authorized by law to practice a recognized profession. The Mayor and Borough Clerk are authorized to sign the contract.
11. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.
12. The Borough Clerk is hereby directed to publish notice of this award as required by law.
13. The attached contract is hereby approved and the Mayor and Borough Clerk area hereby authorized to execute contract.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			X			
CARD				X		
D'ARRIGO				X		
WELLS		X	X			
NOLAN	X		X			
ON CONSENT AGENDA			YES	X	NO	

R-16-22– Resolution Professional Legal Services for Tax Appeals

Mrs. Cummins read the title of Resolution R-16-22.

R-16-22

**RESOLUTION APPOINTING THE ARNETTE FIRM, LLC
AS PROFESSIONAL LEGAL COUNSEL FOR TAX APPEAL AND TAX LITIGATION
THROUGH THE NON-FAIR AND OPEN PROCESS**

WHEREAS, the Borough of Highlands has a need for professional legal counsel services for tax appeal and tax litigation matters and special litigation matters: and

WHEREAS, such professional legal services can only be provided by licensed professionals and the firm of Arnette, LLC is so recognized; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract may exceed \$17,500; and

WHEREAS, this contract is to be awarded as a non-fair and open contract pursuant to the provisions of N.J.S.A.-19:44A-20.5 through December 31, 2016 at an hourly rate of \$115.00 per hour for the period January 1, 2016 through December 31, 2016 in an amount not to exceed \$15,000 plus reimbursable expenses for professional legal counsel services for the Borough of

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Highlands. All rates based on the services utilized are provided for in the contract between Arnette LLC, Firm and the Borough of Highlands; and

WHEREAS, the Firm, Arnette, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that the Firm 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 prohibit the firm from making any reportable contributions through the term of the contract; and

WHEREAS, the Arnette Law Firm, LLC has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c 271; and

WHEREAS, certification of availability of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands contingent upon the adoption of the 2016 Municipal Budget

Current Fund Legal = \$15,000

Patrick DeBlasio, Chief Financial Officer

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 Council of the Borough of Highlands as follows:

1. That Scott Arnette Esq., of The Arnette Law Firm, LLC is hereby appointed and retained to provide professional legal counsel services as described above through December 31, 2016.
2. That Scott Arnette Esq., of the Arnette Law Firm, LLC is hereby retained at an hourly rate of \$115.00 per hour for the period January 1, 2016 through December 31, 2016 in an amount not to exceed \$15,000 plus reimbursable expenses for professional legal counsel services for the Borough of Highlands.
3. The 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) because it is for services performed by persons authorized by law to practice a recognized profession. The Mayor and Borough Clerk are authorized to sign the contract.
4. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.
5. The Borough Clerk is hereby directed to publish notice of this award as required by law.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			X			
CARD			X			
D'ARRIGO			X			
WELLS		X	X			
NOLAN	X		X			
ON CONSENT AGENDA			YES	X	NO	

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R-16-23– Resolution Appointing Office of Emergency Management Coordinator

Mrs. Cummins read the title of Resolution R-16-23. This is Mayor’s appointment. No votes are needed.

R-16-23

APPOINTMENT OF OFFICE OF EMERGENCY MANAGEMENT COORDINATOR

Mayor Nolan does hereby appoint Dave Parker as the Office of Emergency Management Coordinator for the Borough of Highlands, County of Monmouth, State of New Jersey for a three Year term Expiring 12/31/18 and that he be compensated with an annual salary of \$3,650.00

R-16-24– Resolution Appointing Fire Prevention Officers

Mrs. Cummins read the title of Resolution R-16-24.

****FAILED ADOPTION****

R-16-24

RESTOLUTION APPOINTING FIRE OFFICIAL PREVENTION OFFICERS

Whereas, the Code of the Borough of Highlands, Section 11-5.1 establishes the position of Fire Official Prevention Officer within the Department of Buildings and Housing; and

Whereas, the Code provides for appointment by the Governing Body for a minimum term of one (1) year; and

Whereas, the Borough wishes to reappoint a Dave Parker as a part-time Fire Official Prevention Officer for a one year term of January 1, 2016 through December 31, 2016 with an annual salary of \$23,400.00; and

Whereas, the Borough wishes to reappoint Charlie Wells as Deputy Fire Official Prevention Officer and shall be compensated at an hourly rate of \$20.00.

Now, therefore, be it resolved by the Mayor and Council of the Borough of Highlands, that the Borough hereby appoints Dave Parker to serve as the Fire Official Prevention Officer for the period of January 1, 2016 through December 31, 2016.

Be It further resolved that Charlie Wells be appointment as Deputy Fire Official Prevention Officer for a one year term to expire 12/31/16 and be compensated at an hourly rate of \$20.00.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON				X		
CARD				X		
D'ARRIGO				X		
WELLS		X	X			
NOLAN	X		X			
ON CONSENT AGENDA			YES	X	NO	

Mr. Padula stated that this is a Civil Service position and cannot be removed without going thru the Civil Service process.

R-16-25– Resolution Amending Cash Management Plan

Mrs. Cummins read the title of Resolution R-16-25.

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**BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH**

R-16-25

**RESOLUTION AMENDING R-98-42, R-09-50, R-14-23
AUTHORIZING CASH MANAGEMENT PLAN**

WHEREAS, R-98-42 Authorizing Cash Management Plan was adopted by the Governing Body of the Borough of Highlands on February 18, 1998, and

WHEREAS, the adopted Cash Management Plan included a list of designated depositories of the Borough of Highlands, and

WHEREAS, the Chief Financial Officer has requested that the list of designated depositories be amended as follows:

TD Bank, National Association
Two River Community Bank
United Roosevelt

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highlands that Resolution R-98-42 be amended as stated above.

BE IT FURTHER RESOLVED that said banks are hereby authorized to honor checks drawn upon said banks, signed by the Mayor, Chief Financial Officer, Administrator and/or the Borough Clerk. All checks require two signatures, one of which maybe a facsimile signature. The payroll account checks may utilize two facsimile signatures.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			X			
CARD			X			
D'ARRIGO			X			
WELLS		X	X			
NOLAN	X		X			
ON CONSENT AGENDA			YES	X		NO

R-16-26– Resolution Appointing Auditor & Contract

Mrs. Cummins read the title of Resolution R-16-26.

FAILED ADOPTION

R-15-26

**RESOLUTION APPOINTING MUNICIPAL AUDITOR FOR THE CALENDAR YEAR
2016 &
AUTHORIZING THE AWARD OF A “FAIR AND OPEN” CONTRACT
FOR PROFESSIONAL AUDITING SERVICES**

WHEREAS, the Borough of Highlands has a need for professional auditing services for the calendar year 2015; and

WHEREAS, the Borough has gone through the fair and open process, advertised on its website and in the for the solicitation for receipt of proposals from professional auditing services

WHEREAS, the Borough has reviewed all proposals received and it was determined that the firm of Fallon & Larsen, LLP, satisfies the requisites contained in the request for proposals to be considered for professional services that the Borough may require during the contract year; and

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WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500; and

WHEREAS, the office of Fallon & Larsen, LLP has completed and submitted a Business Entity Disclosure Certification which certifies that the Auditing Office of Fallon & Larsen, LLP 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 prohibit the auditing office Fallon & Larsen, LLP from making any reportable contributions through the term of the contract; and

WHEREAS, the firm of Fallon & Larsen, LLP has completed and submitted a Political Contribution Disclosure for in accordance with P.L 2005, c271; and

WHEREAS, this contract is awarded as a fair and open contract pursuant to the firm of Larsen & Fallon for an amount not to exceed \$60,400 plus reimbursable expenses for Professional auditing services provided to the Borough for the period of January 1, 2016 through December 31, 2016 in the amount not to be exceeded \$60,400.

WHEREAS, this contract is to be awarded for the price not to exceed \$60,400 as provided in the proposal with the certification of funds being provided by the Chief Financial Officer contingent upon the adoption of the 2016 municipal budget.

Account #5-01-20-135-000-157 - \$39,400
#5-05-55-502-000-157- \$21,000

Patrick DeBlasio, Chief Financial Officer

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

1. That the firm of Fallon & Larsen, LLP, 1390 Route #36, Suite 102, Hazlet, NJ is hereby retained to provide professional auditing services for an amount not to exceed \$60,400 for a 12 month period to expire December 31, 2016.
2. The contract is awarded through the fair and open process as a Professional Service in accordance with NJSA 19:44A-20.5 et seq. and in accordance with NJSA 40A:11-5(1) (a) because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this Resolution as well as the contract /proposal shall be placed on file with the Clerk of the Borough of Highlands.
4. The Borough Clerk is hereby directed to publish a public notice of this award as required by law.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON				X		
CARD				X		
D'ARRIGO				X		
WELLS		X	x			
NOLAN	X		x			
ON CONSENT AGENDA YES <input checked="" type="checkbox"/> NO						

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R-16-27 - Resolution Designating Official Newspapers

Mrs. Cummins read the title of Resolution R-16-27.

**R-16-27
RESOLUTION DESIGNATING OFFICIAL
NEWSPAPERS OF THE BOROUGH OF HIGHLANDS**

WHEREAS, the Borough of Highlands is required to designate the official newspapers of the Borough;

NOW, THEREFORE, BE IT RESOLVED that the official newspapers of the Borough shall be and hereby are designated for a one year term to expire on December 31, 2016 as follows:

THE ASBURY PARK PRESS
THE TWO RIVER TIMES

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			X			
CARD			X			
D'ARRIGO			X			
WELLS		X	X			
NOLAN	X		X			
ON CONSENT AGENDA			YES	X	NO	

R-16-28 - Resolution Setting 2016 Meeting Schedule

Mrs. Cummins read the title of Resolution R-16-28.

**R-16-28
RESOLUTION SETTING THE SCHEDULE FOR
MEETINGS OF THE MAYOR AND COUNCIL OF THE
BOROUGH OF HIGHLANDS FOR THE CALENDAR YEAR 2016**

BE IT RESOLVED by the Governing Body of the Borough of Highlands that the following schedule is hereby designated as the official Meeting Calendar of the Governing Body for the year 2016. The official meeting days shall be the first and third Wednesdays of each month (unless otherwise noted). Meetings held on the first Wednesday will be considered Workshop/Regular Meetings where official action will be taken on all agenda items. Meetings on the third Wednesday will be Regular Business Meetings where official action will be taken on all agenda items.

DATE

WORKSHOP/REGULAR MEEETINGS

No 1st Wednesday Meeting
February 3, 2016
March 2, 2016
April 6, 2016
May 4, 2016
June 1, 2016
No 1st Wednesday Meeting
No 1st Wednesday Meeting
September 7, 2016

REGULAR MEETINGS

January 20 2016
February 17, 2016
March 16, 2016
April 20, 2016
May 18, 2016
June 15, 2016
July 20, 2016
August 17, 2016
September 21, 2016

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October 5, 2016
November 2, 2016
December 7, 2016

October 19, 2016
No 3rd Wednesday Meeting
December 21, 2016

BE IT FURTHER RESOLVED that all meetings will be held at the Robert D. Wilson Memorial Community Center located at 22 Snug Harbor Avenue, Highlands, NJ. All meetings begin at 7:00 p.m. for Executive Session and at 8:00 p.m. for Business Meetings; and

BE IT FURTHER RESOLVED that all Meetings shall have a General Public Portion as required by law.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			X			
CARD			X			
D'ARRIGO			X			
WELLS		X	X			
NOLAN	X		X			
ON CONSENT AGENDA			YES	X	NO	

R-16-29 - Resolution Appointing Animal Control Services

Mrs. Cummins read the title of Resolution R-16-29.

R-16-29

**RESOLUTION APPROVING ANIMAL CONTROL SERVICES CONTRACT
FOR THE PERIOD OF JANUARY 1, 2016 THROUGH DECEMBER 31, 2016**

WHEREAS, the Borough of Highlands has a need to provide Animal Control Services to the Borough; and

WHEREAS, Kerry Gowan, a Licensed Animal Control Officer is so qualified to provided Animal Control Services to the Borough of Highlands; and

WHEREAS, Kerry Gowan will provide Animal Control Services to the Borough at a rate of \$30.00 per animal control response.

NOW, THEREFORE, BE IT RESOLVED by the Borough of Highlands Mayor & Council that Kerry Gowan is hereby awarded a contract to provide Professional Animal Control Services to the Borough of Highlands for the period of January 1, 2016 through December 31, 2016 and the Borough Administrator is hereby authorized to execute attached agreement.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON		X	X			
CARD			X			
D'ARRIGO			X			
WELLS			X			
NOLAN	X		X			
ON CONSENT AGENDA			YES	X	NO	

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R-16-30 - Resolution Appointing Zoning Officer

Mrs. Cummins read the title of Resolution R-16-30.

Governing Body Appointment

**R-16-30
RESTOLUTION APPOINTING ZONING OFFICER**

Whereas, the Code of the Borough of Highlands, Section 2-12A establishes the position of Fire Official Prevention Officer within the Department of Buildings and Housing; and

Whereas, the Code provides for appointment by the Governing Body for a term of one (1) year; and

Whereas, the Borough wishes to appoint Dale Leubner from T & M Associates as a part-time Zoning Officer for a one year term of January 1, 2016 through December 31, 2016 as part of the engineering contract; and

Now, therefore, be it resolved by the Mayor and Council of the Borough of Highlands, that the Borough hereby appoints Dale Leubner of T & M Associates to serve as the Zoning Officer for the period of January 1, 2016 through December 31, 2016.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			X			
CARD			X			
D'ARRIGO		X	X			
WELLS			X			
NOLAN	X		X			
ON CONSENT AGENDA			YES	X	NO	

R-16-31 - Resolution Approving Temporary 2016 Budget

Mrs. Cummins read the title of Resolution R-16-31.

Mayor Nolan offered the following and moved for its adoption:

**Borough of Highlands
County of Monmouth**

**R-16-31
RESOLUTION**

2016 Temporary Municipal Budget

WHEREAS, N.J.S. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2016 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided: and

WHEREAS, the date of this resolution is within the first

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thirty days of January 2016: and

WHEREAS, the total appropriations in the 2015 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance is the sum of:

2015 Municipal Budget	\$10,149,500.60
2015 Sewer Utility Budget	\$1,275,500.00

WHEREAS, 26.25% of the total appropriations in the 2015 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2015 budget is the sum of:

2015 Municipal Budget	\$2,664,243.91
2015 Sewer Utility Budget	\$334,818.75

WHEREAS, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highlands, County of Monmouth, State of New Jersey that the temporary appropriations be made and a certified copy of this resolution be transmitted to the Borough Chief Financial Officer for his records:

2016 TEMPORARY APPROPRIATIONS:

MUNICIPAL BUDGET

Department	Salaries	Other Expenses	Total
"IN CAPS"			
General Government:			
Borough Council	3,250.00	16,500.00	19,750.00
Borough Clerk	17,000.00	9,012.50	26,012.50
Borough Administrator	26,500.00	950.00	27,450.00
Central Services	7,625.00	8,625.00	16,250.00
Financial Administration	31,000.00	4,625.00	35,625.00
Audit		33,900.00	33,900.00
Assessment of Taxes	6,625.00	10,375.00	17,000.00
Collection of Taxes	15,500.00	2,500.00	18,000.00
Legal Services		150,000.00	150,000.00
Municipal Prosecutor	4,625.00		4,625.00
Engineering Services		150,000.00	150,000.00
Public Buildings & Grounds	5,000.00	17,500.00	22,500.00
Municipal Land Use Law:			
Planning Board	1,500.00	5,762.50	7,262.50
Zoning Board of Adjustment	1,500.00	6,337.50	7,837.50
Shade Tree Commission		225.00	225.00
Environmental Commission		250.00	250.00

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Insurance:			
Group Insurance		300,000.00	300,000.00
Other		100,000.00	100,000.00
Workers Compensation		125,000.00	125,000.00
Unemployment		0.00	0.00
Public Safety:			
Fire		16,850.00	16,850.00
Police	373,234.50	23,116.00	396,350.50
Dispatch	42,000.00	375.00	42,375.00
First Aid		7,500.00	7,500.00
911 Telecommunications		3,500.00	3,500.00
Emergency Management	1,000.00	5,000.00	6,000.00
Municipal Court	5,000.00	1,750.00	6,750.00
Public Defender	1,250.00		1,250.00
Streets and Roads:			
Road Repair & Maintenance	57,500.00	12,500.00	70,000.00
Snow Removal	30,000.00	35,000.00	65,000.00
Health & Welfare:			
Regional Health Commission		16,250.00	16,250.00
Dog Control		3,875.00	3,875.00
P.E.O.S.H.A.		1,125.00	1,125.00
Recreation & Education:			
Beachfront Maintenance	5,000.00	3,025.00	8,025.00
Parks & Playgrounds		2,800.00	2,800.00
Public Events		675.00	675.00
Community Center	25,750.00	5,625.00	31,375.00
Uniform Fire Safety Act	6,875.00	1,250.00	8,125.00
Code Enforcement Officer	17,750.00	5,750.00	23,500.00
Code - Substandard Housing		8,750.00	8,750.00
Sanitation	500.00	9,625.00	10,125.00
Sanitation - Contractual Service		53,000.00	53,000.00
Monmouth County Reclamation Center		50,000.00	50,000.00
Mechanical Garage		1,000.00	1,000.00
Condomium Services		7,000.00	7,000.00
Construction Code Official	33,750.00	5,687.50	39,437.50
Accumulated Leave	8,000.00		8,000.00
Utilities:			

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Electricity	12,500.00	12,500.00
Street Lighting	13,750.00	13,750.00
Telephone	7,500.00	7,500.00
Water	2,750.00	2,750.00
Gasoline-Fuel	18,750.00	18,750.00
Natural Gas	3,750.00	3,750.00
Telecommunications	7,750.00	7,750.00
Fire Hydrants	15,250.00	15,250.00
Deferred Charges:		
PERS	25,282.50	25,282.50
Social Security System	30,000.00	30,000.00
PFRS	78,994.75	78,994.75
DCRP	1,250.00	1,250.00
<hr/>		
TOTAL INSIDE "CAP"	727,734.50	1,440,118.25
<hr/>		
"OUTSIDE CAPS"		
LOSAP	45,000.00	45,000.00
Recycling Tax	2,250.00	2,250.00
Stormwater Management	8,750.00	8,750.00
Interlocal:		
Atlantic Highlands		
Garage	19,250.00	19,250.00
Municipal Court	18,750.00	18,750.00
Grants:		
Alliance Grant	750.00	750.00
<hr/>		
TOTAL OUTSIDE "CAP"	0.00	94,750.00
<hr/>		
SUB-TOTAL APPROPRIATIONS	727,734.50	1,534,868.25
<hr/>		
Statutory Additions:		
Capital Improvement Fund:	0.00	0.00
Deferred Charge-SEN	800,000.00	800,000.00
Payment of Bond Principal	400,000.00	400,000.00
Interest on Bonds	240,000.00	240,000.00
Payment of Note Principal	16,000.00	16,000.00
Interest on Notes	50,000.00	50,000.00
Lease Purchase		
Principal	51,000.00	51,000.00
Interest	12,300.00	12,300.00
<hr/>		
SUB-TOTAL STATUTORY ADDITIONS	0.00	1,569,300.00
<hr/>		
TOTAL TEMPORARY MUNICIPAL BUDGET	727,734.50	3,104,168.25
<hr/>		

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	<u>SEWER UTILITY:</u>		
	Salaries	Other Expenses	Total
Operating:	21,500.00	236,875.00	258,375.00
Sewer Operator-Atlantic Highlands		37,500.00	37,500.00
Statutory Expenditures:			
Group Insurance		6,625.00	6,625.00
PERS		1,875.00	1,875.00
Social Security System		1,750.00	1,750.00
Workers Compensation		5,500.00	5,500.00
Unemployment Insurance		0.00	0.00
Insurance-Other		7,000.00	7,000.00
Sub-Total	21,500.00	297,125.00	318,625.00
Statutory Additions:			
Payment of Bond Principal		160,800.00	160,800.00
Interest on Bonds		184,028.51	184,028.51
Principal/ Interest on Notes/Loans		126,453.96	126,453.96
Total Statutory Additions	0.00	471,282.47	471,282.47
Total Sewer Utility Budget	21,500.00	768,407.47	789,907.47

Seconded by Ms. D'Arrigo

and adopted on the following roll call vote:

ROLL CALL:

AYES	Broullon, Card, D'Arrigo, Wells, Nolan
NAYES	None
ABSENT	None
ABSTAIN	None

R-16-32 - Resolution Rescinding R-14-220 – Social Media Resolution

Mrs. Cummins read the title of Resolution R-16-32.

R-16-32

BOROUGH OF HIGHLANDS COUNTY OF MONMOUTH

**RESOLUTION RESCINDING R-14-220 A RESOLUTION CONCERNING
THE FACEBOOK PAGE "HIGHLANDS NJ" AND POSTINGS THEREON,
OR ON ANY SOCIAL MEDIA SITE, BY ELECTED OFFICIALS OF THE
BOROUGH OF HIGHLANDS AND OTHER OFFICIALS, EMPLOYEES,
AGENTS, REPRESENTATIVES AND VOLUNTEERS**

WHEREAS, the governing body recognizes that individuals possess a First Amendment right to comment on any item in any forum; and

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WHEREAS, the Governing Body finds that R-14-220 is not necessary and such concerns are properly addressed by the Employee Handbook; and

WHEREAS, the Governing Body desires to rescind R-14-220.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Highlands that Resolution R-14-220 be and hereby is rescinded, effective immediately.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON		X	X			
CARD	X		X			
D'ARRIGO			X			
WELLS				X		
NOLAN				X		
ON CONSENT AGENDA			YES	X	NO	

R-16-33 - Resolution Providing Public Comment Period

Mrs. Cummins read the title of Resolution R-16-33.

**Borough of Highlands
County of Monmouth**

R-16-33

**Resolution Providing Public Comment to Address Agenda Items of
Three (3) Minutes Per Person**

WHEREAS, by Resolution R-14-161, the Borough adopted procedures for public comment at meetings of the governing body; and

WHEREAS, by Resolution R-14-202, the Borough adopted procedures to increase the time limit for speakers at during the public comment portion of meetings of the governing body to three (3) minutes of public comment per person; and

WHEREAS, the Borough wishes to increase public comment for speakers at the beginning of meetings of the governing body to address agenda items only.

NOW, THEREFORE, BE IS RESOLVED that the governing body of the Borough of Highlands amends the previously-adopted resolution R-14-202 to provide for three (3) minutes of public comment per person at the beginning of the meetings of the governing body to address agenda items only.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON			X			
CARD			X			
D'ARRIGO			X			
WELLS		X	X			
NOLAN	X		X			
ON CONSENT AGENDA			YES	X	NO	

**Borough of Highlands
Mayor & Council
Reorganization /Regular Meeting
January 1, 2016**

Ordinance: Introduction & Setting of a Public Hearing Date

O-16-1 – Ordinance Combining Planning & Zoning Board

Mrs. Cummins read the title of Ordinance O-16-1 on for introduction and setting of a public hearing date of January 20th.

Mayor Nolan stated that he is for this. He feels we need to let each Board know that they will be meeting twice a month.

Council briefly discussed.

Mr. Padula stated that we need to get input from the Boards.

Mayor's Committee Appointments:

Mayor Nolan made the following appointments to the Mayor's Committees on January 1, 2016:

PUBLIC SAFETY – Claudette D'Arrigo

BUILDING/HOUSING – Claudette D'Arrigo & Doug Card

PARKS & RECREATION – Rebecca Kane

PUBLIC WORKS – Doug Card

FINANCE – Rebecca Kane & Doug Card

PUBLIC RELATIONS/SHADE TREE – Carolyn Broullon

ENVIORNMENTAL – Doug Card

SEWER DEPARTMENT – Doug Card

CLAM PLANT – Doug Card & Carolyn Broullon

BOARD OF EDUCATION – Rebecca Kane

Mr. Card feels that Mrs. Wells is conflicted with her two appointments. He further explained. He feels that she should be removed from the Budget/Finance Committee due to the conflict.

Mrs. Wells stated that she spoke with Attorney Bruce Padula. She is not conflicted due that this committee is advisory only.

Mayor Nolan stated that we will put this on hold for now. We will have another attorney give his opinion. This will be addressed again at the January 20th meeting.

Public Portion:

Kim Skorka of 315 Shore Drive spoke of Mrs. Wells being appointed to the Parks and Recreation Committee. She feels there was a mis-step involving the Tilt-up project and he should reconsider her appointment. She further stated that Mrs. Wells had scheduling conflicts with the Fire Department.

Mayor Nolan stated that he will take this into consideration.

Doug Card commented on the letter from the DEP regarding the Tilt-Up Project. He will recommend that our attorney send a letter to Tilt-Up to remove the structure. He also feels that Mrs. Wells should not be on the Recreation Committee.

Mayor Nolan directed Mr. Padula to send a letter on Monday to remove the structure and to reference the DEP violation.

Mr. Padula stated that he has placed a call to the Case Manager.

**Borough of Highlands
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Mr. Card added that he has concerns with the process of the project. It was not vetted out properly.

Mrs. Broullon stated that every project that they have done, has been removed.

Barbara Ianucci of 28 Shrewsbury Avenue thanked the council for rescinding R-14-220. She will be submitting a citizen participation form.

Kerry Gowan of 42 Ocean Avenue wished good luck to the new council members. She also thanked the Building Department and Zoning Officer for getting her home. She further thanked all for the help in rescuing her son last year.

Rick O'Neil of Navesink Avenue feels that we should remove the signup sheets for the public portion.

Mr. Padula stated that there isn't a requirement to have a signup sheet.

Mayor Nolan agreed to do away with the signup sheet.

There were no further questions.

Mayor Nolan offered a motion to adjourn, seconded by Ms. Broullon and all were in favor.

The Meeting adjourned at 12:37 p.m.

Debby Dailey, Deputy Clerk