

**Mayor and Council
Minutes
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
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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
Minutes
Community Center,
22 Snug Harbor Avenue, Highlands
Wednesday, February 01, 2017
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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:

Public Comments:

Adjourn:

**Mayor and Council
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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

Approval of Minutes: January 18, 2017 – Regular Meeting

A motion to approve these meeting minutes 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)

These meeting minutes have been properly approved.

Public Comments on the Resolutions

Mayor O'Neil opened up the resolutions to public comments.

An unidentified speaker asked about R-17-051- Award Emergency Contract - J.F. Kiely

The Mayor closed the public comments on the consent agenda.

Resolutions

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

**Mayor and Council
Minutes
Community Center,
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7:00 p.m.**

A motion to **table R-17-031** was offered by Mayor O’Neil 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 **tabled**.

~~**R-17-032** – Appointing Recreation Committee Members~~

R-17-045 - Appointing Additional Member to the Green Team Due to Vacancy Created

A motion to approve this resolution 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, Mayor O’Neil (5)

NAY: None (0)

ABSENT: None (0)

ABSTAIN: None (0)

This resolution has been properly approved.

R-17-051 - Award Emergency Contract - J.F. Kiely **TABLED**

A motion to **table R-17-051** was offered by Mayor O’Neil and was duly seconded by Council Member Wells.

**Mayor and Council
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Community Center,
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Consent Agenda

- 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

A motion to approve this consent agenda 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, Mayor O'Neil (5)
NAY: None (0)
ABSENT: None (0)
ABSTAIN: None (0)

This consent agenda items have been properly approved.

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

Council Member Broullon explained this ordinance to the public.

A motion to introduce this ordinance for public hearing/possible adoption on February 15, 2017 was offered by Council Member Broullon 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)

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This ordinance has been properly introduced for public hearing/possible adoption on February 15, 2017.

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

Dwayne Harris explained this ordinance to the public.

A motion to introduce this ordinance for public hearing/possible adoption on February 15, 2017 was offered by Council Member D'Arrigo 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 for public hearing/possible adoption on February 15, 2017.

Mayoral Appointments to the Finance

A motion to abolish the finance committee was offered by Council Member Card 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 motion to abolish the finance committee was properly approved.

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

Committee Reports:

Committee Reports:

Council Member Broullon

Green Team

They are working with Communications and Environmental committees to get out recycling information to the residents via a borough calendar. This will include all borough and HBP events. These will be funded under Clean Communities.

Communications

They are working on revising the newsletter.

Shade Tree

They will have their first meeting on the third Tuesday of every month. They will discuss trees, shrubs and bushes that should/should not be planted in the borough.

Council Member Card

Substandard Housing

Working with Code Enforcement on this. There are two or three homes scheduled to be demoed. There will be zero tolerance with property owners who believe a blind-eye will be turned or excuse will be accepted. Care will be taken to remain within the letter of the law.

Land Use Board

Land Use Board has changed their meeting schedule. A request was made for someone to fill in at the meeting during the second week in March.

Council Member Card stated that he felt the Land Use Board did a disservice to the community. He paraphrased a board member stating he said, "I really don't care what the people think. I don't care if the town gets sued. This is how I'm voting."

The Master Plan has been approved. The Land Use subcommittee did their due diligence and did an excellent job involving all stakeholders. The Master Plan is about ninety-five percent correct; the last five percent could end us up in some legal battles.

Council Member D'Arrigo

Parks & Recreation

They had their first meeting the last Monday. Council Member D'Arrigo tasked the group with an assignment which will be discussed at the second meeting.

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Open Space

Maggie Strucker, from the Pocket Meadow Initiative, will be speaking at the group's first meeting this Thursday. Thanks to a grant program and generous donations, they will provide consultations; site surveys and recommendations; planting guidance and supervision; and long-term maintenance plans. Dale Leubner will be coming in as well to discuss a site of interest to the group. The Garden Club was contacted by an Open Space committee member.

Council Member Wells

Board of Education

The play "Peter Pan" was staged the previous Friday. It was a great event for the kids, parents and teachers. Everyone did a fantastic job.

Public Works

The committee met last night and had a great meeting. They are still working on a format for all the via projects. Flood mitigation projections will be part of a special presentation by Dale Leubner.

Mayor O'Neil

Public Safety

Total Calls for Service	671
Arrests	15 Adults; 0 Juveniles
Summons	75
Moving Violations	28, Non-Moving 22; DWI 4
Borough Ordinances	21

There will be an educational presentation on the abuse of heroin and opioids at HHHS on March 9th at 7:00pm. Everyone is encouraged to attend.

Public Comments:

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

Chris (?) of (?) stated that he agreed about the abolishment of the finance committee. He also asked about the status of the Valley Street pump station.

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

Motion: Table Indefinitely, moved by: Councilmember Wells; seconded by: Mayor O'Neil

	INTRODUCED	SECONDED	AYE		NAY	ABSTAIN	ABSENT
BROULLON							
CARD							
D'ARRIGO							
WELLS	X						
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 Meeting,
held February 01, 2017.
WITNESS my hand this 8th day of
February 2017.


Dwayne M. Harris, RMC
Acting Municipal Clerk



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.

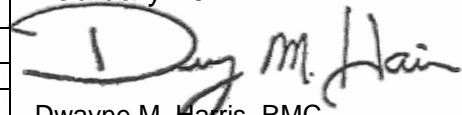
Members of the team:

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	X		X				
CARD			X				
D'ARRIGO		X	X				
WELLS			X				
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 Meeting, held February 01, 2017. WITNESS my hand this 8th day of February 2017.



Dwayne M. Harris, RMC
Acting Municipal Clerk



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.

Motion: Approve Resolution, **moved** by Councilmember Broullon; **Seconded** by Councilmember D'Arrigo.

Vote: Motion carried by roll call vote (summary: Yes = 5; No = 0).

Yes: Councilmember Broullon, Councilmember Card, Councilmember D'Arrigo, Councilmember Wells, Mayor O'Neil

No: None

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 Meeting, held February 01, 2017. WITNESS my hand this 8th day of February 2017.

Dwayne M. Harris, RMC
Acting Municipal Clerk



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 trivet, 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. Dillon 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, County of Monmouth, State of New Jersey, that the appointments of the above mentioned Police Communication Operators are hereby approved.

Motion: Approve Resolution, **moved** by Councilmember Broullon; **Seconded** by Councilmember D'Arrigo.

Vote: Motion carried by roll call vote (summary: Yes = 5; No = 0).

Yes: Councilmember Broullon, Councilmember Card, Councilmember D'Arrigo, Councilmember Wells, Mayor O'Neil

No: None

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 Meeting, held February 01, 2017. WITNESS my hand this 8th day of February 2017.


Dwayne M. Harris, RMC
Acting Municipal Clerk



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.

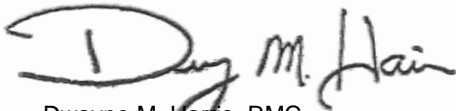
Motion: Approve Resolution, **moved** by Councilmember Broullon; **Seconded** by Councilmember D'Arrigo.

Vote: Motion carried by roll call vote (summary: Yes = 5; No = 0).

Yes: Councilmember Broullon, Councilmember Card, Councilmember D'Arrigo, Councilmember Wells, Mayor O'Neil

No: None

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 Meeting, held February 01, 2017. WITNESS my hand this 8th day of February 2017.



Dwayne M. Harris, RMC
Acting Municipal Clerk



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.

Motion: Approve Resolution, **moved** by Councilmember Broullon; **Seconded** by Councilmember D'Arrigo.

Vote: Motion carried by roll call vote (summary: Yes = 5; No = 0).

Yes: Councilmember Broullon, Councilmember Card, Councilmember D'Arrigo, Councilmember Wells, Mayor O'Neil

No: None

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 Meeting, held February 01, 2017. WITNESS my hand this 8th day of February 2017.

Dwayne M. Harris, RMC
Acting Municipal Clerk



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.

Motion: Approve Resolution, **moved** by Councilmember Broullon; **Seconded** by Councilmember D'Arrigo.

Vote: Motion carried by roll call vote (summary: Yes = 5; No = 0).

Yes: Councilmember Broullon, Councilmember Card, Councilmember D'Arrigo, Councilmember Wells, Mayor O'Neil

No: None

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 Meeting, held February 01, 2017. WITNESS my hand this 8th day of February 2017.

Dwayne M. Harris, RMC
Acting Municipal Clerk



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 17-051

TABLED

RESOLUTION AUTHORIZING AN EMERGENCY CONTRACT FOR STORM SEWER REPLACEMENT AT THE VALLEY STREET PUMP STATION

WHEREAS, the Local Public Contracts Law permits the award of emergency contracts pursuant to N.J.S.A. 40A:11-6 et. seq., subject to certain criteria, and

WHEREAS, the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-6 et seq. allows the award of contracts without public advertising for bids and bidding when an emergency exists affecting the public health, safety or welfare which requires the immediate delivery of goods or the performance of services, wherein the award of contract is made in the manner prescribed by the aforesaid statutory provision; and

WHEREAS, the Borough of Highlands has determined that an emergency exists with regard to sever road deterioration in the area of Snug Harbor; and

WHEREAS, as a result of the aforesaid emergency, there is a need to mill and overlay portions of the road in the area of Snug Harbor; and

WHEREAS, the Borough has determined that the aforesaid emergency affects the public health, safety and/or welfare; and

WHEREAS, in accordance with the aforesaid declaration and pursuant to N.J.S.A. 40A:11-6 et. seq., the aforesaid emergency milling and road overlay project is awarded to J.F. Kiely Construction of Long Branch, NJ, in the amount of \$139,443.75; and

WHEREAS, certification of funds having been made by the Chief Financial Officer, that funds are available for the said purpose.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Borough of Highlands that the contract for the aforesaid emergency storm sewer replacement be and is hereby authorized and ratified with J.F. Kiely Construction in the amount of \$139,443.75

BE IT FURTHER RESOLVED, that this contract is being awarded without public advertisement for bids pursuant to an emergency situation affecting the public health, safety and/or welfare, and as authorized by the Local Public Contract Laws, in accordance with N.J.S.A. 40A:11-6, which permits the awarding of emergency contracts.

BE IT FURTHER RESOLVED, that the Borough officials, including but not limited to, the Borough Administrator, are hereby authorized to execute the said emergency contract, as well as any and all documents required to effectuate the same.



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	Rick O'Neil
Finance Committee – Council Liaison	Doug Card
Finance Committee – Council Liaison	
Finance Committee – Borough Administrator	Brian Geoghegan
Finance Committee – Chief Financial Officer	Patrick DeBlasio
Finance Committee Member # 5	Mellissa Pederson
Finance Committee Member # 6	Joseph McFadden
Finance Committee Member # 7	Chris Francy
Finance Committee Member # 8	

Approval of Minutes:

Motion: Approve Minutes of February 01, 2017; Moved by: Councilmember Broullon; seconded by: Council member Wells.

Vote: Motion carried by roll call vote (**summary:** Yes =5).

Yes: Councilmember Broullon, Councilmember Card, Councilmember D'Arrigo, Councilmember Wells, Mayor O'Neil.

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 Meeting, held February 15, 2017. WITNESS my hand this 16th day of February 2017.


Dwayne M. Harris, RMC
Acting Municipal Clerk