

**Mayor and Council  
Regular Meeting Minutes  
Community Center,  
22 Snug Harbor Avenue, Highlands  
Wednesday, February 15, 2017  
8:00 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.

**REGULAR MEETING: 8:00PM**

Meeting Statement  
Call to Order  
Pledge of Allegiance  
Roll Call

**ROLL CALL:**

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

**Absent:**

**Also Present:** Dwayne Harris, Acting Borough Clerk  
Brian Chabarek, Borough Attorney  
Patrick DeBlasio, CFO  
Dale Leubner, Zoning Officer

**Approval of Minutes:** February 2, 2017 – Regular Meeting

**Public Comments on Resolutions**

**Resolutions**

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

**Consent Agenda:**

**Resolutions**

1. ~~**R-17-052** – Appointing Errol Lamberson Plumbing Sub-Code Official – **WITHDRAWN**~~
2. **R-17-053** - Auth. Disposal of Surplus Property of Highlands Borough
3. **R-17-054** - Auth. Shared Services Agreement with Sea Bright for Street Sweeping
4. **R-17-055** -Auth. Shared Services Agreement with Sea Bright for Lifeguards
5. **R-17-056** - Approval to Submit a Grant Application with NJDOT Portland Road
6. **R-17-057** - Cancel Capital Improvement Appropriation Balances
7. **R-17-058** - Authorizing Amendment to the 2017 Temporary Budget
8. **R-17-059** - Authorizing Payment of Bills
9. **R-17-060** - Adopting Highlands Business Partnership Budget for the Year 2017

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

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**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

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

**O-17-04** - Capital Ordinance Providing for Various Capital Improvements

**O-17-05** - Amending Bond Ordinance Number O-13-17 Wall Reconstruction

**Other Business:**

**Council Member Card** - DEP Letter Highlands Borough Regarding Removal of the Tilt-Up

**Dale Leubner** - Engineering Projects

**Monthly Reports**

**Public Comments:**

**Adjourn:**

**APPROVAL OF MINUTES:**

Motion: Approve Minutes of February 15, 2017, Moved by Mayor O'Neil, Seconded by Council member D'Arrigo.

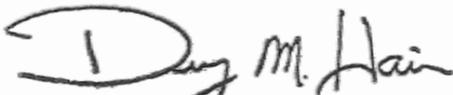
**Vote:** Motion carried by roll call vote (**summary:** Yes = 5).

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

**No:** None

**Absent:** 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 Regular Meeting, held March 01, 2017. WITNESS my hand this 8th day of March 2017.



Dwayne M. Harris, RMC  
Acting Municipal Clerk

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**ROLL CALL:**

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

**Absent:**

**Also Present:** Dwayne Harris, Acting Borough Clerk  
Brian Chabarek, Borough Attorney  
Patrick DeBlasio, CFO  
Dale Leubner, Zoning Officer

**Approval of Minutes:** February 2, 2017 – Regular Meeting

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

This motion was passed by the following vote:

**ROLL CALL:**

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

**NAY:** None (0)

**ABSENT:** None (0)

**ABSTAIN:** None (0)

These meeting minutes have been properly approved.

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**Public Comments on Consent Agenda**

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

Carol Bucco of 330 Shore Drive stated concern over R-17-054 Shared Services Agreement with Sea Bright for Street Sweeping, R-17-055 -Auth. Shared Services Agreement with Sea Bright for Lifeguards, and R-17-058 - Authorizing Amendment to the 2017 Temporary Budget.

Chris (?) of (?) commented that we should support the shared services and make it work.

Mayor O'Neil asked if there were any other comments from the public on the consent agenda. No more comments were forthcoming. Mayor O'Neil closed the public comments portion on the consent agenda.

**Mayor and Council  
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**Resolutions**

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

A motion to approved this resolution was offered by Council Member Broullon and was duly seconded by Council Member Card.

This motion was passed by the following vote:

**ROLL CALL:**

**AYE:** Ms. Broullon, Mr. Card, Ms. D'Arrigo, Mrs. Wells, (4)  
**NAY:** None (0)  
**ABSENT:** None (0)  
**ABSTAIN:** Mayor O'Neil (1)

**R-17-051** has been properly offered and approved.

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**Consent Agenda:**

**Resolutions**

1. ~~**R-17-052** - Appointing Errol Lamberson Plumbing Sub-Code Official - **WITHDRAWN**~~
2. **R-17-053** - Auth. Disposal of Surplus Property of Highlands Borough
3. **R-17-054** - Auth. Shared Services Agreement with Sea Bright for Street Sweeping
4. **R-17-055** - Auth. Shared Services Agreement with Sea Bright for Lifeguards
5. **R-17-056** - Approval to Submit a Grant Application with NJDOT Portland Road
6. **R-17-057** - Cancel Capital Improvement Appropriation Balances
7. **R-17-058** - Authorizing Amendment to the 2017 Temporary Budget

A motion to approved the consent agenda was offered by Council Member Broullon and was duly seconded by Council Member Card.

This motion was passed by the following vote:

**ROLL CALL:**

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

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The consent agenda has been properly approved.

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**R-17-059 - Authorizing Payment of Bills**

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

This motion was passed by the following vote:

**ROLL CALL:**

**AYE:** Ms. Broullon, Mr. Card, Ms. D'Arrigo, Mrs. Wells, (4)  
**NAY:** None (0)  
**ABSENT:** None (0)  
**ABSTAIN:** Mayor O'Neil (1)

R-17-059 has been properly offered and approved.

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**R-17-060 - Adopting Highlands Business Partnership Budget for the Year 2017**

Mayor O'Neil opened up the floor to public comments. None were forthcoming. Mayor closed the public comment portion on this resolution.

A motion to approved this resolution 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, Ms. D'Arrigo, Mrs. Wells, Mayor O'Neil (4)  
**NAY:** None (0)  
**ABSENT:** None (0)  
**ABSTAIN:** Mr. Card (1)

R-17-060 has been properly approved.

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**Ordinances: Public Hearing /Possible Adoption**

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

Mayor O'Neil opened up the floor to public comments. None were forthcoming. Mayor closed the public comment portion on this ordinance.

A motion to adopt this ordinance was offered by Council Member Card and was duly seconded by Council Member Broullon.

**O-17-02** was adopted 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)

**O-17-02** has been properly adopted.

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

**O-17-03** - Ordinance Providing for Various Capital Improvements (Open Space)

Patrick DeBlasio gave a brief explanation of this ordinance. Council Member D'Arrigo offered some project details.

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

Peter (?) of (?) asked if the project had any impact on the flood prevention system.

Mayor closed the public comment portion on this ordinance.

A motion to adopt this ordinance was offered by Council Member D'Arrigo and was duly seconded by Council Member Broullon.

This ordinance was adopted by the following vote:

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**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)

**O-17-03** has been properly adopted.

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**Dale Leubner – 2017 Capital Improvement Programs**

1. Identify Funding
2. Generic Project Approach
3. Roadway Projects
4. Sewer Projects
5. Storm Sewer Projects
6. Available Funding
7. 2017 Roadway Rehabilitation Projects
  - a. Bay Street (Woodland Street to Grand Tour)
  - b. Miller Street (Shore Drive to Bay Avenue)
  - c. North Peak Street (Valley Avenue to Terminus)
  - d. Twin Lights Terrace (Lighthouse Road to Hillside Avenue)
  - e. South Bay Avenue Drainage Fallout
8. 2017 Sanitary Sewer Rehabilitation Projects
  - a. Atlantic Avenue
  - b. Seadrift Avenue
  - c. Barberie Avenue
  - d. Washington Avenue
9. Storm water Systems Improvement Project
  - a. Snug Harbor Avenue to Washington Avenue
  - b. Valley Street Pump Station
10. North Street and Cornwall Street Area
11. Questions

Nancy Burton of 22 Atlantic Street asked where does all the water come from? Why does the pump station have to be so close to the beach?

Mayor O'Neil asked about the base flood height.

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Rob Burton asked if this means that all public hearings are done?

Nancy Burton asked about the rendering that will be posted to the borough website. She also asked about the sanitary sewer being examined.

Chris (?) commented on the fact that the pump station will not be able to eliminate all the water and expressed doubt in this.

(?) of (?) stated that the presentation slides indicated locations limitations that were not mentioned in the ordinance.

Patrick DeBlasio stated this is not a BOND ordinance but a CAPITAL ordinance which is fully funded.

(?) of (?) asked about flooding.

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

**O-17-04 - Capital Ordinance Providing for Various Capital Improvements**

A motion to introduce this ordinance was offered by Mayor O’Neil and was duly seconded by Council Member Broullon.

**O-17-04** was introduced 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)**

**O-17-04** has been properly introduced and will have a public hearing/possible adoption March 1, 2017.

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

**O-17-05 - Amending Bond Ordinance Number O-13-17 Wall Reconstruction**

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A motion to introduce this ordinance was offered by Council Member Wells and was duly seconded by Council Member Broullon.

**O-17-05** was introduced 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)

**O-17-05** has been properly introduced and will have a public hearing/possible adoption March 1, 2017.

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**Other Business:**

**Council Member Card** - DEP Letter to Highlands Borough Regarding Removal of the Tilt-Up

Council Member Card read portions and summarized the DEP.

**Monthly Reports** – Council Member D'Arrigo moved that the committee reports be posted to the borough website instead.

**Dale Leubner** – reported on the final closeout of Streetscape and Shore Drive Projects, and Shrewsbury North.

A pre-construction meeting will be held in the next two weeks to discuss Veteran's Park. Contracts are executed.

Streetscape 2 - all is done except for the electrical issue. JCP&L has not powered up the lights.

The Portland Road application has been submitted.

No word from the St. Francis School yet.

**Public Comments:**

Mayor O'Neil opened the floor to public comment.

Carol Bucco of 330 Shore Drive asked about O-17-06. She also asked for clarification of the abolishment of the Finance Committee.

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(?) of (?) asked about O-17-04.

Tricia Rivera of 31 Waterwitch asked about re-routing pump stations. She also asked about Captain's Cove Marina.

**Adjourn:**

Mayor O'Neil adjourned the meeting.



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## **RESOLUTION 17-051**

### **Resolution Authorizing an Emergency Contract for Emergency Roadwork in the Area of Snug Harbor**

**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

## **RESOLUTION 17-053**

### **Resolution Authorizing Disposal of Surplus Property Of Highlands Borough**

**WHEREAS**, the Highlands Borough is the owner of certain surplus property which it no longer needs for public use: and

**WHEREAS**, the Highlands Borough is desirous of selling said surplus property in an “as is” condition without express or implied warranties.

**NOW THEREFORE BE IT RESOLVED** by the Highlands Borough as follows:

- (1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Highlands Borough.
- (2) The sale will be conducted online and the address of the auction site is [www.govdeals.com](http://www.govdeals.com)
- (3) The items of surplus property to be sold is as follows:
  - 1) 2 Generators
  - 2) 1 Pump
- (4) The surplus property shall be sold in an “as is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
- (5) The Highlands Borough reserves the right to accept or reject any bid submitted.



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## **RESOLUTION 17-054**

### **RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF HIGHLANDS AND THE BOROUGH OF SEA BRIGHT FOR THE PROVISION OF STREET SWEEPING SERVICES TO THE BOROUGH OF SEA BRIGHT**

**WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq., allows a local unit to enter into an agreement with any other local unit or units to provide or receive any service that each local unit participating in this agreement is empowered to provide or receive within its own jurisdiction, including services incidental to primary purposes of any of the participating local units; and

**WHEREAS**, the Borough of Highlands and the Borough of Sea Bright wish to encourage inter-municipal cooperation; and

**WHEREAS**, the Borough of Highlands has the necessary equipment and operator(s) to provide street sweeping services to the Borough of Sea Bright for the calendar year 2017; and

**WHEREAS**, the Borough of Sea Bright has the necessary staffing and certifications to provide Lifeguard Operations by and through Sea Bright Ocean Rescue which is a nationally certified ocean rescue agency; and

**WHEREAS**, the Borough of Highlands and the Borough of Sea Bright have reached an agreement wherein the Borough of Highlands will provide a street sweeper and experienced operator along with sweeping activities for two (2) hours each morning on Tuesdays and Thursdays throughout the calendar year; and

**WHEREAS**, the Borough of Highlands and the Borough of Sea Bright have reached an agreement wherein the Borough of Highlands will also provide a supplemental allowance of up to three (3) times per year for supplemental sweepings of up to two (2) hours for certain events (such as holiday preparation and cleanup, major events and/or accident clean up); and

**WHEREAS**, the Borough of Highlands has ascertained that the cost of providing such Street Sweeping Services to the Borough of Sea Bright, which includes the sweeper equipment, operator, replacement brooms twice per year along with installation and supplemental sweeping will equate to approximately \$24,498.00; and

**WHEREAS**, the Borough Administrator for the Borough of Highlands has agreed to keep detailed records accounting for the costs of the services performed and will make them readily available for review and inspection upon request by the Borough Administrator of the Borough of Sea Bright; and

**WHEREAS**, the costs for the services being provided by the Borough of Highlands will be accounted for and billed to the Borough of Sea Bright by December 31, 2017; and

**WHEREAS**, simultaneous with the entry of a Shared Services Agreement for Street Sweeping Services, the Borough of Highlands and Borough of Sea Bright have reached an agreement for the provision of Lifeguard Operations from the Borough of Sea Bright to the Borough of Highlands, wherein each of the parties will calculate the differential in costs between the two (2) Shared Service Agreements in determining the final payment owed for each of the aforesaid services.

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Highlands, that the Mayor is hereby authorized to execute a Shared Services Agreement with the Borough of Sea Bright for the provision of Street Sweeping Services for the calendar year 2017 whereby the term of the Agreement shall be through December 31, 2017, in substantially the same form as annexed hereto, wherein the costs for the said services will be accounted for and billed to the Borough of Sea Bright by the Borough of Highlands by December 31, 2017.

**BE IT FURTHER RESOLVED** that certified copies of this Resolution be forwarded to the Chief Financial Officer, the Borough of Highlands Administrator and the Borough of Sea Bright Administrator.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON						
CARD						
D'ARRIGO						
WELLS						
O'NEIL						
ON CONSENT AGENDA ___ YES ___ NO						



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## **RESOLUTION 17-055**

### **RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF HIGHLANDS AND THE BOROUGH OF SEA BRIGHT FOR THE PROVISION OF LIFEGUARD OPERATIONS FROM THE BOROUGH OF SEA BRIGHT**

**WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq., allows a local unit to enter into an agreement with any other local unit or units to provide or receive any service that each local unit participating in this agreement is empowered to provide or receive within its own jurisdiction, including services incidental to primary purposes of any of the participating local units; and

**WHEREAS**, the Borough of Highlands and the Borough of Sea Bright wish to encourage inter-municipal cooperation; and

**WHEREAS**, the Borough of Sea Bright has the staffing and personnel to provide Lifeguard Operations to the Borough of Highlands at two (2) beaches, commonly referred to as Snug Harbor and Miller Street, for the period of June 17, 2017 through and including September 4, 2017; and

**WHEREAS**, the Borough of Sea Bright has the necessary staffing and certifications to provide Lifeguard Operations by and through Sea Bright Ocean Rescue which is a nationally certified ocean rescue agency; and

**WHEREAS**, the Borough of Sea Bright has ascertained that personnel staffing costs to provide Lifeguard Operations to the Borough of Highlands will equate to approximately \$26,720.00 for the salaries of the individuals identified above; and

**WHEREAS**, the Borough of Highlands and the Borough of Sea Bright have reached an agreement that a 10% administrative fee will be added to the personnel staffing costs, and as such, the total cost for the personnel provided shall equate to approximately \$29,392.00; and

**WHEREAS**, the Borough Administrator for the Borough of Sea Bright has agreed to keep detailed records accounting for the costs of the services performed and will make them readily available for review and inspection upon request by the Borough Administrator of the Borough of Highlands; and

**WHEREAS**, the costs for the services being provided by the Borough of Sea Bright will be accounted for and billed to the Borough of Highlands by December 31, 2017; and

**WHEREAS**, simultaneous with the entry of a Shared Services Agreement for Lifeguard Operations, the Borough of Highlands and Borough of Sea Bright have reached an agreement for the provision of Street Sweeping Services from the Borough of Highlands to the Borough of Sea Bright, wherein each of the parties will calculate the differential in costs between the two (2) Shared Service Agreements in determining the final payment owed for each of the aforesaid services.

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Highlands, that the Mayor is hereby authorized to execute a Shared Services Agreement with the Borough of Sea Bright for the provision of Life Guard Services for the period between June 17, 2017 through September 4, 2017, in substantially the same form as annexed hereto, wherein the costs for the said services will be accounted for and billed by the Borough of Sea Bright by December 31, 2017.

**BE IT FURTHER RESOLVED** that certified copies of this Resolution be forwarded to the Chief Financial Officer, the Borough of Highlands Administrator and the Borough of Sea Bright Administrator.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON						
CARD						
D'ARRIGO						
WELLS						
O'NEIL						
ON CONSENT AGENDA ___ YES ___ NO						



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## **RESOLUTION 17-056**

### **APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE PORTLAND ROAD RECONSTRUCTION**

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Highlands, County of Monmouth, formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized to submit an electronic grant application identified as MA-2017-Portland Road Reconstruction-00015 to the New Jersey Department of Transportation on behalf of Highlands.

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized to sign the grant agreement on behalf of Highlands and their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

My signature and the Municipal Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL \_\_\_\_\_  
Dwayne M. Harris, RMC                      Rick O'Neil, Mayor



BOROUGH OF HIGHLANDS  
 COUNTY OF MONMOUTH

# RESOLUTION 17-057

## CANCEL CAPITAL IMPROVEMENT APPROPRIATION BALANCES

WHEREAS, certain general capital improvement appropriation balances remain dedicated to projects that are either now completed or the cost of the project has been determined, and

WHEREAS, it is necessary to formally cancel said balances so that the unexpended balances maybe returned to each respective capital improvement fund or credited to surplus, and unused debt authorizations may be cancelled.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Highlands, County of Monmouth, State of New Jersey, that the following unexpended and dedicated balances of general capital appropriations be cancelled:

ORD NO.	DATE AUTH.	PROJECT DESCRIPTION	AMOUNT CANCELLED	
			FUNDED	UNFUNDED
94-18	00/00/00	Housing Rehabilitation	\$ 47,136.00	
98-11	00/00/00	Management Facility	\$8,592.00	
09-28	12/02/09	Design/Permitting Proj.	\$7,050.24	
12-12	04/18/12	Imp Washington Ave	\$70,381.40	\$480,253.40
13-19	09/18/13	Hazard Mitigation	\$919,000.00	
13-20	10/24/13	No. Street Pump Station	\$1,131,099.15	
13-23	09/18/13	Remove Disaster Debris	\$2,143,317.12	
13-33	12/04/13	Acquisition of Ambulance	\$163.00	
Totals			\$126,109.40	\$4,680,882.91



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 17-058

### AUTHORIZING AMENDMENT TO THE 2017 TEMPORARY BUDGET

WHEREAS, The Revised Statutes of New Jersey 40A:4-20 provides for the adoption of emergency temporary appropriations in addition to temporary appropriations necessary for the period between the beginning of the current fiscal year and the date of the adoption of the Local Budget for the Year 2017;

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Mayor and Council of the Borough of Highlands, that the following amendments to the temporary appropriations be made in the amounts and for the purposes herein set forth for the period between January 1st, 2017 and the adoption of the Local Budget for the Borough of Highlands, County of Monmouth and State of New Jersey for the fiscal Year 2017:

<u>A/C #</u>	<u>CURRENT FUND</u>	<u>Salaries</u>	<u>Other Expenses</u>
20-100	Administration	\$ 28,000.00	\$ 875.00
20-110	Mayor and Council	0.00	16,500.00
20-120	Municipal Clerk	18,000.00	16,250.00
20-130	Finance	31,750.00	4,375.00
20-135	Annual Audit		8,475.00
20-145	Tax Collection	16,500.00	2,250.00
20-150	Assessment of Taxes	6,875.00	2,250.00
20-152	Central Services	8,125.00	9,500.00
20-155	Legal Services and Costs		50,000.00
20-165	Engineering Services & Costs		50,000.00
21-180	Planning Board	750.00	5,000.00
21-185	Zoning Board of Adjustment	750.00	5,000.00
22-195	Construction Official	37,500.00	2,500.00
22-200	Code Enforcement	18,750.00	3,750.00
22-201	Code Substandard Housing		8,750.00
23-210	Insurance-Other		25,000.00
23-215	Workers Compensation Insurance		50,000.00
23-220	Medical-Surgical Insurance		500,000.00
23-230	Unemployment Compensation		0.00
25-240	Police	498,750.00	31,550.00
25-250	Police Dispatch	42,500.00	375.00
25-251	911 Telecommunications		10,875.00
25-252	Emergency Management	1,000.00	4,500.00

25-260	First Aid Contribution		7,125.00
25-262	PEOSHA		1,125.00
25-263	Fire Department		16,000.00
25-265	Uniform Fire Safety	7,000.00	1,250.00
25-275	Municipal Prosecutor	4,500.00	
26-290	Streets & Roads	57,500.00	12,500.00
26-292	Snow Removal	0.00	0.00
26-294	Stormwater Management		8,750.00
26-300	Mechanical Garage		1,250.00
26-305	Sanitation	750.00	10,000.00
26-306	Sanitation-Contractual		56,250.00
26-308	Recycling Tax		0.00
26-309	Monmouth County Reclamation		50,000.00
26-310	Public Building & Grounds	6,250.00	23,750.00
26-312	Shade Tree Commission		225.00
26-325	Condo Services Act		8,250.00
27-335	Environmental Health		250.00
27-337	Monmouth County Regional Health		30,000.00
27-340	Dog Control		3,000.00
27-350	Substance Abuse		
28-360	Community Center	27,500.00	5,750.00
28-375	Parks & Playgrounds		2,700.00
28-376	Beachfront Maintenance	7,500.00	3,025.00
28-385	Public Events		675.00
29-390	Library		
30-415	Accumulated Time	18,750.00	
30-420	LOSAP		48,750.00
31-430	Utilities-Electric		13,000.00
31-435	Street Lighting		12,500.00
31-440	Telephone		7,500.00
31-445	Utilities-Water		3,750.00
31-446	Utilities-Natural Gas		4,000.00
31-450	Telecommunications		8,250.00
31-460	Utilities-Fuel		15,000.00
31-463	Utilities-Fire Hydrants		15,750.00
36-471	Public Employees Retirement System		68,960.25
36-472	Social Security System		30,500.00
36-475	Police & Fire Retirement		252,739.00
36-477	DCRP		1,250.00
41-714	Matching Funds for Grants		
42-490	Shared Agreement-Court		19,250.00
42-717	Interlocal-A.H.-Garage		18,750.00
43-490	Municipal Court	3,750.00	1,625.00
43-495	Public Defender	750.00	
44-901	Capital Improvement		0.00
45-910	Debt Service		0.00
			0.00

TOTALS

\$843,500.00 \$1,571,224.25

**SEWER UTILITY**

<u>A/C #</u>	<u>CURRENT FUND</u>	<u>Salaries</u>	<u>Other Expenses</u>
55-501	Operating	\$ 24,412.50	\$ 268,406.25
55-502	Shared Service-Operator		45,937.50
55-502	Insurances		5,775.00
55-502	Social Security		1,968.75
55-502	PER		5,000.00
	TOTALS	<u>\$ 24,412.50</u>	<u>\$ 327,087.50</u>



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 17-059

### 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 February 10, 2017, which totals as follows:

Current Fund	\$329,758.77
Sewer Account	\$ 55,623.73
Capital Fund	\$154,185.88
Trust-Other	\$ 13,613.87
Federal/State Grants	\$ 46.89

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Highlands that the vouchers, totaling **\$553,229.14** 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.

**RECAP OF PAYMENT OF BILLS  
02/15/2017**

<b>CURRENT:</b>		\$ 329,758.77
Payroll	(01/30/20170	\$ 108,194.70
Manual Checks		\$
Voided Checks		\$
<b>SEWER ACCOUNT:</b>		\$ 55,623.73
Payroll	(01/30/20170	\$ 3,575.68
Manual Checks		\$
Voided Checks		\$
<b>CAPITAL/GENERAL</b>		\$ 154,185.88
<b>CAPITAL-MANUAL CHECKS</b>		\$
Voided Checks		\$
<b>WATER CAPITAL ACCOUNT</b>		\$
<b>TRUST FUND</b>		\$ 13,613.87
Payroll	(01/30/20170	\$ 520.00
Manual Checks		\$
Voided Checks		\$
<b>UNEMPLOYMENTS ACCT-MANUALS</b>		\$
<b>DOG FUND</b>		\$
<b>GRANT FUND</b>		\$ 46.89
Payroll	(01/30/20170	\$ 1,091.33
Manual Checks		\$
Voided Checks		\$
<b>DEVELOPER'S TRUST</b>		\$
Manual Checks		\$
Voided Checks		\$

**THE COMPLETE PAYMENT OF BILLS IS AVAILABLE IN  
THE CLERK'S OFFICE FOR ANYONE THAT WISHES TO REVIEW THE LIST.**



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## **RESOLUTION 17-060**

### **RESOLUTION ADOPTING HIGHLANDS BUSINESS PARTNERSHIP BUDGET FOR THE YEAR 2017**

**WHEREAS**, in accordance with Chapter 17-6 of the Borough Code, the nonprofit corporation, Highlands Business Partnership, Inc., is designated as the District Management Corporation for the Business Improvement District; and

**WHEREAS**, Chapter 17-8 of the Borough Code sets forth that the District Management Corporation shall submit no later than December 1 of each year a detailed annual budget for the following year for approval by the Mayor and Council; and

**WHEREAS**, Chapter 17-8 of the Borough Code also sets forth that the aforesaid budget shall be proposed and adopted by the Borough on or before April 1<sup>st</sup> of each year in accordance with the procedures set forth in N.J.S.A. 40:56-84; and

**WHEREAS**, the Highlands Business Partnership has submitted its annual budget for the year 2017 for approval by the Mayor and Council, a copy of which is annexed hereto; and

**WHEREAS**, in accordance with the procedures set forth in N.J.S.A. 40:56-84, the governing body introduced the aforesaid budget of the Highlands Business Partnership for the year 2017, at its meeting on January 18, 2017 by way of Resolution 17-040, and set a public hearing date of February 15, 2017 at 8:00p.m.; and

**WHEREAS**, a public hearing having been held in accordance with the procedures set forth in N.J.S.A. 40:56-84 and all of the requirements attendant thereto having been met.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor & Council of the Borough of Highlands that the governing body hereby adopts the annual budget for the Highlands Business Partnership for the year 2017 which is annexed hereto.

**HIGHLANDS BUSINESS IMPROVEMENT DISTRICT  
 District Management Corporation  
 Highlands Business Partnership  
 January 1, 2017– December 31, 2017  
 COMMERCIAL DISTRICT 2017  
 PROGRAM BUDGET EXPENSE**

<b>Visual Improvement.....</b>	<b>\$20,000.00</b>
• Beautification	
• Maintenance	
• Holiday & Seasonal	
• Street Banners	
<b>Special Events Calendar.....</b>	<b>\$60,000.00</b>
• Creation of events	
<b>Marketing &amp; Communications.....</b>	<b>\$25,000.00</b>
• Ad campaigns – online, newspaper, magazine, shows	
• Tourism	
• Public Relations	
• Image Building	
• Visitor Guide	
• Audio & Video Media	
• Maintain Website & Database & Graphic Ad Design	
<b>Economic Development.....</b>	<b>\$15,000.00</b>
• Business Recruitment/Retention & Redevelopment	
<b>Administrative Budget</b>	
<b>Personnel.....</b>	<b>\$40,000.00</b>
<b>Miscellaneous.....</b>	<b>\$10,000.00</b>
• Legal and Audit	
• Insurance	
• Office Supplies	
• Utilities – Telephone, fax & electric	
• License & fees	
<b>TOTAL Expenses.....</b>	<b>\$170,000.00</b>

**HIGHLANDS BUSINESS IMPROVEMENT DISTRICT  
District Management Corporation  
Highlands Business Partnership  
January 1, 2017 – December 31, 2017**

<b>COMMERCIAL DISTRICT PROGRAM BUDGET</b>	<b>2017 Income</b>
<b>Special Events Income</b> .....	<b>\$85,000.00</b>
• Vendor Fees Income	
• Event Income (Social Affairs & Raffle Permit income)	
<b>Marketing &amp; Communications</b> .....	<b>\$15,000.00</b>
• Sponsorship Income	
• Barter Goods & Services (approx. \$12k)	
<b>TOTAL Income</b> .....	<b>\$100,000.00</b>
 <b>TOTAL ASSESSMENT INCOME REQUIRED TO OPERATE</b>	 <b>- \$70,000.00</b>



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

## ORDINANCE 17-04

**CAPITAL ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS, BY AND IN THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY; APPROPRIATING \$1,025,000 THEREFOR (\$203,734 FROM THE BOROUGH'S CAPITAL SURPLUS ACCOUNT AND \$341,980 FROM THE BOROUGH'S CAPITAL IMPROVEMENT FUND; \$146,286 FROM A COMMUNITY DEVELOPMENT BLOCK GRANT RECEIVED OR EXPECTED TO BE RECEIVED FROM THE STATE OF NEW JERSEY; \$333,000 FROM A NEW JERSEY DEPARTMENT OF TRANSPORTATION GRANT RECEIVED OR EXPECTED TO BE RECEIVED FROM THE STATE OF NEW JERSEY) 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 \$1,025,000; and

**WHEREAS**, the Borough desires to authorize the appropriation and expenditure of \$1,025,000, which sum includes \$203,734 from the Borough's Capital Surplus Account; \$341,980 from the Borough's Capital Improvement Fund; \$146,286 from a Community Development Block Grant received or expected to be received from the State of New Jersey; and \$333,000 from a New Jersey Department of Transportation Grant received or expected to be received from the State of New Jersey 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 \$1,025,000, which sum includes \$203,734 from the Borough's Capital Surplus Account; \$341,980 from the Borough's Capital Improvement Fund; \$146,286 from a Community Development Block Grant received or expected to be received from the State of New Jersey; and \$333,000 from a New Jersey Department of Transportation Grant received or expected to be received from the State of New Jersey.

**SECTION 2.** The capital improvements or purposes hereby authorized are various capital improvements including, but not limited to, sanitary sewer improvements

from Atlantic Street to Washington Avenue (from Shore Drive to Bay Avenue); Improvements to Bay Street (from Woodland Avenue to Grand Tour); Improvements to North Peak Street from Valley Street to Terminus; Improvements to Valley Street (from Shore Drive to Fifth Avenue); Improvements to Twin Lights Terrace (from Light House Road to Hillside Court); Improvements to Miller Street (from Shore Drive to Bay Avenue); 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, deliver and perform any agreement with the State of New Jersey 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.

ADOPTED ON FIRST READING

DATED: February 1, 2017

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DWAYNE M. HARRIS,  
Acting Borough Clerk

ADOPTED ON SECOND READING  
DATED: February 15, 2017

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DWAYNE M. HARRIS,  
Acting Borough Clerk

APPROVAL BY THE MAYOR ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2017.

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RICK O'NEIL,  
Mayor



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## **ORDINANCE 17-05**

**BOND ORDINANCE AMENDING BOND ORDINANCE NUMBER O-13-17 (WHICH PROVIDES FOR WALL RECONSTRUCTION) HERETOFORE FINALLY ADOPTED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY, ON SEPTEMBER 18, 2013, TO AMEND THE TITLE AND DESCRIPTION SET FORTH THEREIN TO PROVIDE FOR WALL RECONSTRUCTION AND VARIOUS BAY STREET IMPROVEMENTS**

**BE IT ORDAINED AND ENACTED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY** (not less than two-thirds of all members thereof affirmatively concurring), **AS FOLLOWS:**

**SECTION 1.** The bond ordinance of the Borough of Highlands, in the County of Monmouth, State of New Jersey (the "Borough"), heretofore finally adopted by the Borough Council on September 18, 2013, numbered O-13-17 and entitled, "BOND ORDINANCE PROVIDING FOR WALL RECONSTRUCTION IN AND BY THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, NEW JERSEY, APPROPRIATING \$500,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$475,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF" (the "Original Ordinance"), which Original Ordinance is hereby amended and supplemented to the extent and with the effect as follows:

A. The title of the Bond Ordinance shall be amended to read in its entirety as follows:

"BOND ORDINANCE PROVIDING FOR WALL RECONSTRUCTION AND VARIOUS BAY STREET IMPROVEMENTS IN AND BY THE BOROUGH OF HIGHLANDS, IN THE COUNTY OF MONMOUTH, NEW JERSEY, APPROPRIATING \$500,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$475,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF"

B. The improvements or purposes described in Section 3(a) of the Original Ordinance is hereby amended such that Section 3(a) thereof is hereby amended to read as follows:

"The improvements hereby authorized and the purpose for the finance of which the bonds are to be issued include, but are not limited to, wall reconstruction along 8 Bay Street and various other capital improvements to Bay Street (from Woodland Avenue to Grand Tour), including all work and materials necessary therefor and incidental thereto."

**SECTION 2.** Except as expressly amended hereby, the Original Ordinance shall remain in full force and effect.

**SECTION 3.** This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption and approval by the Mayor, as provided by the Local Bond Law.

ADOPTED ON FIRST READING  
DATED: February 15, 2017

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DWAYNE M. HARRIS,  
Acting Borough Clerk

ADOPTED ON SECOND READING  
DATED: March 1, 2017

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DWAYNE M. HARRIS,  
Acting Borough Clerk

APPROVAL BY THE MAYOR ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2017.

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RICK O'NEIL,  
Mayor



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

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

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

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

**Mayoral Appointments to the Finance**

**Committee Reports:**

**Public Comments:**

**Adjourn:**

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

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

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**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,  
22 Snug Harbor Avenue, Highlands  
Wednesday, February 01, 2017  
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**.

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

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**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.

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**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.

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

**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.

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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

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)

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

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

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**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.

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**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.

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

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

**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 9<sup>th</sup> 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:**

